

HR Committee Meeting
Thursday, February 15, 2018
2:00 PM

Location: [Join meeting: sara-neu](#)

1. Call to Order

2. Roll Call – Paula Forbes, Amy Larsen, Sara Neu, Jodi Helder, Angie Rackstraw, David Bjorklund, Dawn Mensing, John Mizeur, Julie Johnson

3. Agenda:

I. Method of determining 2% increase by the legislature: percentage or flat rate

Sara Neu presented that she, Julie Johnson and Amy Larsen met with Scott Brown last week to discuss ways to financially recognize high performing employees. One idea that came out of this meeting was to take the entire 2% pot that BlueSky anticipates receiving from the legislature this year and instead of giving staff a percentage increase, give staff a fixed amount increase based on FTE. This would allow employees who are at the bottom of the pay scale to receive a larger raise than those who are on the high end of the pay scale. It was estimated that the 2% that BlueSky will receive will be approx. \$80,000, therefore the raise given to each staff will be approx. \$1,300, adjusting for those who are not 1.0 FTE.

The committee decided to move forward with recommending that the increase be given out as an equal lump sum instead of a percentage for this year only.

II. Determining criteria to qualify for special incentive, whom determines who gets them

It was also discussed during the meeting between Sara N, Julie J, and Scott B, that BlueSky should use some of it's fund balance (above what is required for us to have to stay financially healthy) to provide financial recognition to those staff who go above and beyond. The committee decided to suggest using 4% of the fund balance, or approx. \$50,000, for such a reason. Many ideas were presented as to how to determine who will receive these funds, and it was decided that Sara Neu will send a survey to staff to help determine which factors should be determined when distributing the incentive pay.

4. Recommendations

1. The HR committee recommends using the 2% increase in state aid for salary increases. They propose the increase to be a flat rate based on FTE, instead of a percentage of salary.
2. The HR committee recommends that BlueSky use a portion of its fund balance (about

\$50,000) for staff bonuses/stipends as a way to reward them for their hard work and dedication to BlueSky and its students. How these bonuses/stipends are to be dispersed has not yet been determined.

5. Adjourn

Future Meetings/Events Below:

Thursday, March 8, 2018