



MINUTES

CIVIL SERVICE COMMISSION MEETING May 21, 2024 5:00 P.M.

The City of Madeira Beach Civil Service Commission meeting was scheduled for 5:00 p.m. on May 21, 2024, in the Patricia Shontz Commission Chambers at City Hall, located at 300 Municipal Drive, Madeira Beach, Florida.

MEMBERS PRESENT: Jerry Cantrell, Chair
Judithanne McLauchlan
Paul Tilka
Clara VanBlargan, Ex-Officio Secretary

MEMBERS ABSENT: Cristina Ponte, Vice Chair

CITY STAFF PRESENT: Robin Gomez, City Manager
Megan Powers, Assistant to City Manager/HR Staff

1. CALL TO ORDER

Chair Jerry Cantrell called the meeting to order at 5:00 p.m.

2. ROLL CALL

City Clerk Clara VanBlargan called the roll. Vice Chair Cristina Ponte was absent.

3. PUBLIC COMMENT

There were no public comments.

4. HR, CLASSIFICATION, COMPENSATION STUDY

The purpose of the meeting was to discuss the HR, Classification, Compensation Study presentation for the May 22, 2024, Board of Commissioners Regular Workshop Meeting.

There was a brief discussion about having a benefits analysis done. The Board agreed not to ask for it now.

Chair Cantrell provided the Commission with his synopsis of the discussion about RFP 2024-01, HR, Classification, Compensation Study during the April 24, 2024, Board of Commissioner's

workshop meeting. He gave a PowerPoint presentation that included the following topics he thought should be discussed with the Board of Commissioners:

- The Civil Service Commission's recommendation.
- What the Civil Service Commission is supposed to do according to the Charter, Section 5.7 – Personnel Systems; Civil Service Commission.
- Key takeaways from the FY 2019 Compensation Plan conducted by Public Personnel Consultants.
- The Summary of Findings from the 2019 Compensation Study.
- What he thought the Gehring Group would provide.

The following items were added:

- The City needs to be competitive to attract and retain high-quality personnel.
- The cost associated with staff turnover.
- After the Handbook is complete, the Civil Service Commission may revisit benefits and ask for a benefit analysis.

Commissioner McLauchlan asked what the 2019 Compensation Study cost. Megan Powers, HR Staff, said she would find the information so it could be added to the presentation.

The Board agreed to have Chair Cantrell speak on their behalf at the May 22, 2024, Board of Commissioners Regular Workshop Meeting.

5. NEXT MEETING

Because Chair Cantrell would not be able to attend the June 5th scheduled meeting, he asked that the meeting date be changed. The members decided to reschedule the meeting to July 1st from 3:30 p.m. to 5:30 p.m. They asked the City Clerk to confirm that Vice Chair Ponte and Attorney Eschenfelder could attend.

Commissioner McLauchlan motioned to cancel the June 5th Civil Service Commission meeting and reschedule it for July 1, 2024, 3:30 p.m. - 5:30 p.m. Commissioner Tilka seconded the motion. All were in favor, and the motion passed.

6. ADJOURNMENT

The meeting was adjourned at 6:11 p.m.

ATTEST:

Jerry Cantrell, Chair

DRAFT