



**Minutes of the Human Resources Committee  
August 13, 2009**

The Human Resources Committee of the Rhode Island Housing and Mortgage Finance Corporation convened at 8:30 am on August 13, 2008 at the offices of Rhode Island Housing. Committee members present were Chairman Noble and Commissioners Barge and Monteiro. Also present were Commissioner Marques, Tom Hogg, Deputy Director and Chief Financial Officer, Susan Bodington, Deputy Director for Programs and Policy and Michael Milito, Deputy Assistant Director for Law and Human Resources.

The Committee considered the following matters: (i) proposed budget for merit based salary increases for FY 2010 and (ii) proposed adjustment to the salary ranges.

The Committee was first briefed on the proposed budget for merit based salary increases for FY 2010. Staff proposed that a budget for merit-based salary increases of 3.0%, plus a reserve of 1.0% for selected adjustments due to salary range shifts, with implementation delayed for 6 months, be approved for FY 2009. In making this recommendation, staff noted that the State of Rhode Island's collective bargaining agreement with its largest union provides for a 2.5% cost of living salary increase in FY 2010, plus the continuation of step increases and longevity pay for State employees, which will result in an average increase of approximately 4.5%. In addition, staff noted that the other nearby housing finance agencies anticipate salary increases of 0% to 4.0% in FY 2010, with a similar, though slightly lower, range for other quasi-public corporations in Rhode Island. Finally, staff recommends that salary increases be made effective January 1, 2009, rather than retroactive to July 1, 2008, the start of the fiscal year, as has been the usual practice until FY 2009, in light of the current economic climate in the State and the appropriation by the State of \$26.0 million of Rhode Island Housing's operating funds in FY 2008. The impact of these recommendations is that, on average, base salaries for employees will be increased by approximately 3.0% for six months of FY 2009.

Next, the Committee was briefed on the proposed adjustments to the salary ranges. Rhode Island Housing generally adjusts salary ranges only every other year. Rhode Island Housing generally attempts to mirror the market, taking into account the public sector nature of our employment. The last adjustment to salary ranges was in July 2007. The proposed ranges reflect a 2% increase over the past 2 years with rounding within the thousand dollar column, either up or down, as deemed appropriate.

After a period of discussion, on a motion made by Commissioner Monteiro and seconded by Commissioner Barge, the Committee unanimously approved (i) an average salary increase of 3% plus 1.0% for selected adjustments due to salary range shifts, effective January 1, 2010, (but not retroactive to the start of the fiscal year) and (ii) a 2.0%

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adjustments to the salary range, with rounding up or down within the thousand dollar column, as staff deems appropriate.

Finally, one additional matter was brought to the Committee's attention. In February 2009, the Committee recommended an adjustment to the Executive Director's compensation and minor changes to Rhode Island Housing's retiree health care benefits policy. These recommendations have not yet been brought to the full Board for adoption. The Committee affirmed its intention that these recommendations be considered by the full Board at its next meeting.

There being no further business, the meeting was adjourned at 9:05 am.

Respectfully Submitted:

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Chairperson

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Date