



CITY OF AUBURN HILLS

City Council Workshop

Minutes

May 6, 2019

CALL TO ORDER: Mayor McDaniel at 5:35 PM

LOCATION: Admin Conference Room, 1827 N. Squirrel Road, Auburn Hills, MI 48326
Present: Mayor McDaniel, Council Members Hammond, Kittle, Knight, Moniz, Verbeke, and Burmeister (arrived at 6:25 PM)

Absent: None

Also Present: City Manager Tanghe, Assistant City Manager Grice, City Attorney Beckerleg, City Clerk Pierce, HR Generalist Karjo, Director Melchert, Deputy DPW Director Stahly, Director of Authorities Skopek, Finance Director Schulz, Executive Assistant Weber, Management Intern Hagge

Mr. Tanghe and Ms. Karjo presented an overview of personnel, including employee development, recognition, and appreciation. Mr. Tanghe explained that the current personnel count stands at 163 full-time employees and is supported by more than 100 part-time and seasonal staff.

Mr. Tanghe explained that funding is divided into three categories which include recognition & appreciation, employee development & training, and health & wellness. Ms. Karjo explained the targeted individual training and development programs include leadership training through the University of Virginia, Auburn Hills Chamber of Commerce, SEMCOG, ICMA University, and Leadership Oakland. She noted that in-house training is held for employees as well which includes leadership and management training, first aid, CPR, stop the bleed, active shooter response, and Auburn Hills University. In addition, employees at all levels attend trainings for the purposes of learning best practices and receiving/maintaining certifications.

Ms. Karjo discussed the organizational events held for the employees. These events include an annual summer picnic with team building exercises, a holiday luncheon, a holiday-themed spirit week, STAR awards dinner, and quarterly appreciation events. In addition, fundraisers are held throughout the year for various charities. The fundraisers include penny wars and jeans Fridays.

Ms. Karjo noted that the City also provides a monthly employee newsletter recognizing achievements, milestones, and anniversaries. Council requested they be added to the newsletter distribution list.

Ms. Karjo shared that the health and wellness activities provided to staff include monthly meditation sessions held during lunch hours, a health and benefits fair, and use of the existing fitness center.

In terms of attracting employees, HR is evaluating all position descriptions, broadening the resources where jobs are posted, and evaluating compensation and benefits. Mr. Tanghe discussed, in general, succession planning.

Council discussed the work place culture, staff morale, competing with other organizations in terms of compensation and benefits, and Council's role in the employee events.

The meeting adjourned at 6:35 PM.

Kevin R. McDaniel, Mayor

Laura M. Pierce, City Clerk