



MINUTES
Committee on Personnel
Thursday, June 5, 2025 @ 4:00 p.m.
Tony Benavides Lansing City Council Chambers, 10th Floor City Hall

CALL TO ORDER

Council Member Carter called the meeting to order at 4:00 pm

PRESENT

Council Member Tamera Carter, Chair
Council Member Ryan Kost, Vice Chair- excused
Council Member Trini Pehlivanoglu, Member
Council Member Brian T. Jackson, Member

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Greg Venker, OCA
Elizabeth O'Leary, HR
Kyla Moore, HR
Dennis Parker, Labor Negotiations

PUBLIC COMMENT

No public comment on the time.

DISCUSSION/ACTION ITEMS

DISCUSSION – City Hybrid/Flexible/ Remote Policy

Council Member Carter noted there were discussions at the last time on this, RFP and if there can be a non-compete clause.

Mr. Venker stated relating to Charter, it is silent on remote work for the internal auditor. It states they work full time, but no reference to where they are working; remote work is not prohibited. Council Member Carter asked if it could be an option, what verbiage needs to be changed. Mr. Venker stated that job postings, if desire of the body, it would state it in the posting.

Council Member Pehlivanoglu, asked about remote work policies in general. When working in highly sensitive information could be a reason for not allowing remote work. Council was told that some positions were allowed to work remotely, what is the difference in the work of an Internal Auditor vs. any other position in the city that does have the ability to work remote. Is this role sensitive. Ms. O'Leary stated she can provide a comparison. HR does have one day of remote work for employees after probation period. It is generally electronic; policies speak to confidentiality with ethics and IT, and the union contracts. Council Member Pehlivanoglu noted in other offices, that remote is a privileged not a right, and with City employees that work

remotely, is there something laid out where a director or supervisor where the employee can be brought back in. Ms. O'Leary stated it falls within collective bargaining, and if work not being performed satisfactorily there can be a discussion with the employee. Council Member Carter asked if there is a remote work agreement set in place prior to it spells out the one day, and if work loads start to dwindle is that included for checks and balances. Ms. O'Leary stated they would refer back to CBA and not something separate. Mr. Parker stated there are no individual policies, but at end of day it is left to the director discretion. Council Member Jackson stated that he would suggest a hybrid or work from home within this Internal Auditor posting, because he believes it will attract a greater talent pool. Council Member Pehlivanoglu concurred with Council Member Jackson.

Mr. Venker then spoke to an RFP process, looking at language in Charter, the Council could, but need to comply with the Charter language that Internal Auditor devote full time to the position. Not something with audit firm to have one-two people working periodically. There would have to be an FTE for the service and the draw back is the terms of the employment. Mr. Venker was asked about a non-compete clause. Mr. Venker stated that there is a statute in Michigan, anti-trust act which covers business interests of employers. Non-compete clauses are discouraged in relation to public policy and with public policy it is to encourage employment. It has to be connected to reasonable duration, interest, and type of employment and line of business. OCA could not find case history where this was done in public employees.

DISCUSSION – Filling Vacancy of Council Appointed Internal Auditor

Council Member Carter, noting there is more clarity now on they hybrid and remote. The Committee can consider the job description changes. Council Member Jackson stated he thinks all they need to do is add "hybrid" to the position.

Ms. Boak noted that Council leadership is elected annually and the remote hybrid option on the posting would make it difficult for consideration annually by new leadership. Council Member Carter stated it could be changed to state "optional". Council Member Pehlivanoglu noted that with that leadership change, with that employee not having the same supervisor year over year it could be unclear. She then asked HR to develop language for the job posting, consideration for Council Rules; feeling strongly that if listing hybrid work, and then it needs to be understood that moving forward that future leadership will work with the employee. Council Member Jackson asked if putting "hybrid- subject to review and change in January annually", it could be explained at the interview. Council Member Carter asked if using that, would that be a deterrent if it states, "subject to change on annual basis". Ms. O'Leary stated they could draft language to create a flexible work environment to see what works for Council, and she can forward Committee language as well as working with OCA. Council Member Pehlivanoglu stated she is comfortable with the salary, experience and education requirements from the last posting. For this position she would like to perimeters built out around continuity. Council Member Carter asked HR to forward language for the job description for potential candidates. Council Member Carter then asked HR to look to see if the salary, experience and education are comparable to other similar postings.

DISCUSSION – Filling Vacancy of Council Legislative Analyst

Council Member Carter first asked about potential job title changes, also referred to page 21-22 of the packet which detailed job tasks. Council Member Pehlivanoglu referred to page 25 of the packet, and the identified items focus on what she believes Council is looking for. As a compliment to the duties listed in the first posting. Council Member Carter noted those two could be combined and narrow it down. Council Member Jackson noted the postings, headings, similarities. Council Member Pehlivanoglu asked HR to work on a template as the

Committee works towards the job duties as a draft or living document. Ms. O'Leary confirmed HR could do that. Council Member Jackson asked for the general description for Analyst broad, and Council should error on the side of being broad, and Committee should anticipate. Council Member Pehlivanoglu asked HR to scale competitive salaries for similar positions to this. Council Member Carter asked for them to also research for background in experience and educational needs.

Other

The Committee consensus concurred to hold next meeting June 26th at 4 pm.

ADJOURN

Adjourn: 4:40 p.m.

Submitted by

Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee on June 26, 2025