

**RICHMOND METROPOLITAN TRANSPORTATION AUTHORITY
MINUTES OF THE COMPENSATION AND BENEFITS COMMITTEE
HELD MARCH 10, 2020**

A meeting of the Compensation and Benefits Committee of the Board of Directors of the Richmond Metropolitan Transportation Authority was held on the 10th day of March 2020, at the RMTA Main Office, 901 East Byrd St., Ste. 1120, Richmond, Virginia, pursuant to due notice.

The following Committee members were present: Committee Chairwoman Marilyn West and Committee members Harvey Hinson and Donald Williams. Committee member Carlo Brown joined the meeting in progress as noted below. Committee member Lane Ramsey was absent. Although not on the Committee, Board Chairman Greg Whirley joined the meeting in progress as noted below. Authority staff present were Ms. Joi Dean, Ms. Sheryl Johnson, Ms. Leslie Mehta, and Ms. Leah Moss. Ms. Mary Jones and Ms. Carrie Bartlett of OneDigital were present as well. There was a quorum throughout the meeting.

Chairwoman West called the meeting to order at 10:06 a.m. Upon motion duly made, seconded and unanimously carried by the affirmative votes of all of the Committee members present, the board minutes of the Committee's meeting held on January 14, 2020 were approved as previously distributed.

Next, Ms. Dean provided CEO Comments. She reintroduced Ms. Bartlett and Ms. Jones of OneDigital. She explained that the consultants would be providing a presentation on the benefits renewal as well as next steps concerning the 2018-19 Compensation Study.

Board Chairman Whirley joined the meeting in progress.

Committee member Brown joined the meeting in progress.

The OneDigital consultants, Ms. Jones and Ms. Bartlett, provided information regarding Authority benefit recommendations for fiscal year 2021. After reviewing the consultants' recommendations and upon motion duly made, seconded and unanimously carried by the affirmative votes of all of the Committee members present, the Compensation and Benefits Committee approved the following:

Medical:

- Move to The Local Choice (Administered by Anthem) which includes vision and dental coverage
- 17.1% decrease to annual premiums
- Increase Health Savings Account (HSA) contribution for employee and employee plus plans, up to the amount allowed by The Local Choice

FSA Administration:

- Renew with Discovery Benefits to include the limited purpose FSA for those enrolled in HSA

Long-Term Disability:

- Extend current plan with Unum (0% increase to current)

Next, the consultants reviewed the "Phase 2" recommendations from the 2018-19 Compensation Study and answered questions. After reviewing the recommendations and upon motion duly made, seconded and unanimously carried by the affirmative votes of all of the Committee members present, the Compensation and Benefits Committee approved the following:

1. Accept the Consultant's recommendation to raise the salary of identified positions that are substantially below market rate for said positions;

2. A merit increase of up to 3% for employees not receiving a market adjustment and who have fully met or exceeded performance expectations in FY20; and
3. The overall impact to the FY21 budget is approximately \$89,759 (1.5% increase to the FY20 budget).

The committee agreed to meet in April regarding the CEO Evaluation.

Having no additional business, the meeting was adjourned at 11:33 a.m.