

**City of Northampton, 210 Main Street,
Northampton, MA 01060**

ELECTED OFFICIALS COMPENSATION ADVISORY BOARD

Meeting Agenda for March 13, 2023

Meeting Time: 5:30 PM - 6:30 PM

Teleconference Via Zoom

Advisory Board's Scope: To review the equity and adequacy in compensation and benefits of elected Northampton officials subject to compensation pursuant to ordinance.

Join Zoom Meeting: <https://us06web.zoom.us/j/84804350600>

Meeting ID: 848 0435 0600

One tap mobile: +16469313860,,84804350600# US or +19294362866,,84804350600# US (New York)

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- +1 346 248 7799 US (Houston)
- +1 669 900 6833 US (San Jose)

Meeting ID: 848 0435 0600

1. Call Meeting To Order
 - Roll Call
 - Announcement that meeting is video and audio recorded
2. Public Comment (15 Minutes)
3. Approval Of Minutes From Previous Meeting(S)
 - 3.I. Minutes Of February 20, 2023

Documents:

4. Discussion Items

4.I. Assignment Updates Regarding Information Gathering Plan

4.II. Sign-Off On Survey

4.III. Determine The Next Steps

5. New Business

6. Adjourn

John Bidwell, Chair	Tara Brewster	Felicia Corbeil
Sam Hopper, Clerk	Javier Luengo-Garrido	Peter Whalen, Vice Chair

Meeting of the Northampton Elected Officials Compensation Advisory Board (EOCAB)

Monday, February 20, 2022 • 5:30 – 6:30 p.m.

[Online Zoom Meeting](#) (Meeting ID: 848 0435 0600)

Minutes

Board members present

- John Bidwell – Chair
- Felicia Corbeil
- Deborah Henson
- Sam Hopper – Clerk
- Peter Whalen – Vice Chair

Board members absent

None

Minutes

Call Meeting To Order

- Meeting called to order at 5:32 p.m.
- Announcement meeting is being video recorded
- Roll Call
 - John Bidwell: Present
 - Felicia Corbeil: Present
 - Deb Henson: Present
 - Sam Hopper: Present
 - Peter Whalen: Present

Public Comment

- *None - no members of the public present*

Approval Of Minutes From Previous Meeting(s)

- Sam Hopper offered an amendment to minutes in the section of the minutes titled Discussion Items - Assignment Updates Regarding Information Gathering Plan: Amend “Springfield City Council” to “Greenfield City Council”
- Peter Whalen moved to approve the minutes as amended from February 13, 2023 meeting; Deb Henson seconded
 - John Bidwell: Yes
 - Felicia Corbeil: Yes
 - Deb Henson: Yes
 - Sam Hopper: Yes
 - Peter Whalen: Yes

- Minutes approved unanimously

Discussion Items

On-Line Survey & Email -Working Discussion

- Qualtrics survey allowed for separate pages within survey and data visualizations
- Qualtrics survey has same questions as the Google Form previously discussed
- Survey responses would go to Felicia Corbeil's account
 - Would need to decide whether whole team can view responses as they come in or Felicia Corbeil reports out responses to the group
- Question if there's a character limit on open responses - believes it's unlimited or a large count to allow for respondents to elaborate on open ended questions
- Group reviewed survey questions
 - Amend question asking why respondent ended elected position to be more inclusive to elected official position ended outside of person's control
 - Discussion on question asking about race
 - Add "/ethnicity" to question
 - Amend to remove different options and instead allow respondents to self-identify with an open field and an option to allow folks to not answer
 - Discussion on age question
 - Add additional groups: 20-29,70-79, and 80 or over
 - Amount
 - Add \$200,000 and more and \$25,000-\$50,000
 - Discussion on how many levels of education
 - Add box that allows folks to respond using their own words
 - Discussion on adding question asking about ward - decision to skip adding
 - Discussion about adding a demographic question about if folks rent or own their home - decision to not add
 - Discussion to add question after annual household income to ask how many people are supported by the annual household income
 - Add question asking how many people are in the household/how many people are supported by the annual household income
 - Discussion on if we're asking people who were former elected officials to answer the questions in relation to when they were elected officials or answering to their current situation
 - Suggestion to add sentence to both the email and survey description that if they are not a current elected official, to please answer the questions as best they can in relation to when they were an elected official
- Review email to go out asking folks to respond to the survey
 - Add "Advisory" to Board name in first paragraph in in the closing

- Add additional line emphasizing that questions should be responded to pertaining to when
- Bold the privacy notice information
- Need to assign deadline of when to have people respond to the survey by
 - Send email and then send reminder 7-10 days later & note that if you've already participated no need to respond again

Determine The Next Steps

- Report outs will wait until next meeting
- John will share options and information regarding future meeting dates

Adjourn

- Sam Hopper moved to adjourn meeting, Deb Henson seconded
 - John Bidwell: Yes
 - Felicia Corbeil: Yes
 - Deb Henson: Yes
 - Sam Hopper: Yes
 - Peter Whalen: Yes
- Meeting adjourned at 6:30 p.m.

Upcoming Meeting

Next meeting TBD