

On Wednesday, June 11th 2025 a Civil Service Commission Meeting was held in the City Council Chambers, City Hall (10 3rd Ave SW). Miranda Schuler called the meeting to order at 3:00PM

MEMBERS PRESENT: Miranda Schuler
 Terri Philion
 Scott Burlingame

Presentation of the Proposed 2026 Annual Pay Plan and Classification Plan for the City of Minot

Tom Joyce, Interim HR Director, presented The Proposed FY 2026 Compensation Plan. Key points for discussion included an overview of the City of Minot pay plan including structure and methodology. The proposed 2026 Annual Pay Plan will have no changes from the 2025 Annual Pay Plan.

Commissioner Scott Burlingame motioned to approve the 2026 Annual Pay Plan
Commissioner Terri Philion seconded the motion
Roll Call: Philion Yes, Burlingame, Yes, Schuler, Yes.

City of Minot Employee Benefits Plan Utilization and Stewardship Pre-Renewal Update

Brown and Brown Representative, Katie Veidel, briefed commission on the Benefits Plan Utilization and Pre-Renewal Updates and gave their recommendation for the upcoming renewal.

Commissioner Scott Burlingame motioned to look into additional options.
Commissioner Terri Philion seconded the motion
Roll Call: Philion Yes, Burlingame, Yes, Schuler, Yes.

Ratification of Q2 2025 Employment Lists

HR Generalist Courtney Scott presented the Q2 2025 Employment Lists for ratification.

Commissioner Terri Philion motioned to ratify the Q2 2025 Employment Lists.
Commissioner Scott Burlingame seconded the motion
Roll Call: Philion Yes, Burlingame, Yes, Schuler, Yes.

Commissioner Miranda Schuler adjourned the meeting at 4:11 PM