

**WORK SESSION MINUTES – WEDNESDAY, OCTOBER 6, 2021**

STATE OF KANSAS        )  
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CITY OF KANSAS CITY )

The Board of Public Utilities of Kansas City, Kansas (aka BPU, We. Us, Our) met remotely in Work Session on Wednesday, October 6, 2021 at 5:00 P.M. The following Board Members were on the teleconference: Robert L. Milan, President; Mary Gonzales, Vice President; Rose Mulvany Henry, Secretary; Thomas Groneman Jeff Bryant, and Ryan Eidson.

Also on teleconference: William Johnson, General Manager; Angela Lawson, Deputy Chief Counsel; Lori Austin, Chief Financial Officer/Chief Administrative Officer; Johnetta Hinson, Executive Director Customer Service; Jeremy Ash, Executive Director Electric Operations; Jerry Ohmes, Executive Director Electric Supply; Steve Green, Executive Director Water Operations; Dong Quach, Executive Director Electric Production; Jerry Sullivan, Chief Information Officer; David Mehlhaff, Chief Communications Officer; Robert Kamp, IT Project Manager; Dennis Dumovich, Director Human Resources; Patrice Townsend, Director Utility Services, and Randy Otting, Director Accounting.

A tape of this meeting is on file at the Board of Public Utilities.

Mr. Milan called the meeting to order at 5:00 P.M.

Roll call was taken, all Board members were present.

**Item #3 – Approval of Agenda**

A motion was made to approve the Agenda by Ms. Gonzales, seconded by Mr. Groneman and unanimously carried.

**Item #4 – Board Updates / GM Updates**

Ms. Mulvany Henry asked Mr. Johnson about the status of the updated Economic Development application from KCKCC.

Mr. Johnson said they would be meeting over the latest information received from KCKCC and then he would report back to the Board.

Mr. Eidson requested that the Board receive presentations in advance in order to have an opportunity to review before the Work Session.

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**Item #5 – 2022 Budget Workshop – 2022 Staffing Plan**

Mr. Dennis Dumovich, Director Human Resources, presented the staffing plan to the Board, outlining the 2022 budget goals for the utility to continue providing necessary services. The presentation also included reflection on information covered in previous benchmark comparisons as well as employment trends. (See the attached PowerPoint presentation.)

Mr. Johnson and Mr. Dumovich answered questions from the Board.

**Item #6 – Adjourn**

A motion was made to adjourn the Work Session at 5:35 P.M. by Ms. Mulvany, seconded by Mr. Bryant and carried unanimously.

ATTEST:

DocuSigned by:

*Rose Mulvany Henry*

Secretary

APPROVED:

*Robert Milan Jr.*  
President

# 2022 Staffing Authorization and Statistics

Board Work Session  
October 6, 2021

# Work Session Presentation Overview

- Budget Goals for 2022 Staffing
- Benchmark Comparisons
- 2022 Proposed Staffing
- Approved Positions with Headcount
- Vacancies and Personnel Requisitions
- Staffing by Locations
- Historical Review of Overtime
- Contractor and Overtime Trends
- Retirement Data
- Employment Trends
- Age and Length of Service Statistics

# 2022 Budget Goals

- Provide cost effective, safe and reliable utility services, including efficient operation of electric and water production facilities.
- Ensure continued fiscal sustainability by effectively managing debt service coverage, cash-on-hand, and credit ratings through open and transparent fiscal and budget policies.
- Continue to focus on employee training, development, safety and security. Improve utility recruiting efforts to improve employee qualifications and performance.
- Continue to focus on corporate reporting programs including data analytics and operational performance metrics. Ensure utility compares favorably with other peer municipal utilities within the region.

## Surveyed and Compared Electric and Water Utilities

- Board of Public Utilities
- Independence Power and Water (Missouri)
- Lansing Board of Water & Lights (Michigan)
- City of Springfield Utilities (Missouri)
- Rochester Utilities (Minnesota)
- City of Fort Collins Utilities (Colorado)

## Departments Compared

- Fleet Maintenance
- Storeroom Operations
- Meters and Services
- Electric Trans & Distribution
- Electric Production
- Water Distribution
- Water Processing
- Customer Services
- Accounting
- Human Resources

## Benchmarking Metrics

- # of customers per employee
- # of distribution lines per employee
- # of poles per employee
- # of distribution pipes per employee
- # of vehicles per employee
- \$\$ of inventory
- \$\$ of inventory per employee
- # of meters per employee
- KWH sold per employee
- # of gallons sold per employee

## Comparative Results

- Third-party surveyed utilities that are close to BPU in size and services offered
- BPU discussed data results with comparative utilities
- All are municipal electric and water utilities throughout the region
- All utilities have employees with IBEW membership
- BPU is competitive when comparing filled positions
- All utilities are working to manage cost of labor and benefits

# 2022 Proposed Staffing

Operating Division	2018	2019	2020	2021	2022 Proposed Staffing
Acct./Fin., Pur. & Admin.	53	53	52	51	49
Customer Services	51	51	51	49	44
Electric Operations	176	177	174	174	169
Electric Production *	159	148	134	127	102
Electric Supply	28	28	28	28	28
General Management *	12	13	13	13	23
Human Resources	9	9	9	9	9
Technology	30	31	31	31	31
Water Operations	109	110	108	108	108
<b>Total:</b>	<b>627</b>	<b>620</b>	<b>600</b>	<b>590</b>	<b>563</b>

\* 2022 Environmental Services will move from the Electric Production Division to the General Management Division.

# Approved Positions with Headcount

	2015	2016	2017	2018	2019	2020	As of 10/1/2021
Approved Positions	663	633	632	627	620	600	590
Full-Time Employees	557	545	535	534	528	510	484*

\* Budgetary savings for current vacant positions amount to approximately \$13.5 million.  
We are making a concerted effort to raise this number by 32 positions

# Vacancies and Personnel Requisitions

Operating Division	Current Vacancies as of 01/01/2022	Personnel Requisitions
Acct/Fin, Purchasing and Administration	8	1
Customer Services	3	1
Electric Operations	33	17
Electric Production	4	2
Electric Supply	4	2
General Management	8	2
HR	2	1
Technology	8	4
Water Operations	8	2
<b>Total:</b>	<b>78</b>	<b>32</b>

# Staffing by Locations

Operating Division	2019	2020	2021	2022 Proposed Staffing
Administration Building	135	135	133	127
Energy Control Center	28	28	28	28
Muncie	77	75	75	74
Power Plants	147	133	125	109
Nearman Water Treatment Plant	26	26	26	26
Service Center	184	181	181	177
Water Engineering	23	22	22	22
<b>Total:</b>	<b>620</b>	<b>600</b>	<b>590</b>	<b>563</b>

# Historical Review of Overtime

<u>Division</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021 YTD</u>
Accounting/Finance & Purchasing *	\$99,431	\$87,443	\$87,978	\$117,661	\$148,674	\$66,966	\$65,550
Customer Services	\$25,589	\$18,139	\$26,087	\$59,594	\$31,032	\$11,173	\$5,520
General Management	\$20,281	\$14,829	\$15,545	\$14,126	\$0	\$0	\$0
Human Resources	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Electric Operations	\$2,319,149	\$2,118,771	\$2,401,832	\$1,631,737	\$1,830,529	\$1,699,759	\$1,375,836
Electric Production	\$1,469,411	\$1,386,969	\$892,587	\$1,190,839	\$970,617	\$852,700	\$397,711
Electric Supply	\$7,153	\$11,173	\$11,651	\$11,178	\$12,304	\$12,014	\$7,750
Technology**	N/A	N/A	N/A	N/A	N/A	\$0	\$0
Water Operations	\$783,296	\$927,480	\$966,384	\$1,068,308	\$899,623	\$610,489	\$506,868
<b>Total:</b>	<b>\$4,724,301</b>	<b>\$4,565,164</b>	<b>\$4,402,064</b>	<b>\$4,092,464</b>	<b>\$3,892,778</b>	<b>\$3,253,101</b>	<b>\$2,359,235</b>

\*Administration Services moved to the Accounting/Finance & Purchasing division in 2019.

\*\*In 2020, Technology was moved out of the Electric Operations division.

# Contractor and Overtime Trends

- Number of Contractors has gone down in the last three years
- Plan to transition a number of Contractors to open full-time employee opportunities
- Improving contract language and better managing projects to eliminate certain contracts at the appropriate time
- Overtime spend has trended down each of the last six years
- Plan to continue with benchmarking ourselves to improve operational efficiencies and to optimize future staffing requirements

# Retirement Data

Year	Percentage Eligible	Percentage Retired
2016	13%	3.55%
2017	15%	3.07%
2018	18%	3.12%
2019	17%	2.41%
2020	18%	2.85%
2021 as of October 1, 2021	21%	2.66%

# Employment Trends

	2018	2019	2020	2021 YTD
Overall Turnover	6.42%	6.48%	6.47%	7.04%
Termination Turnover	3.30%	4.07%	3.62%	4.38%
New Hires	39	22	13	16

# Age and Length of Service Statistics

- The average age of a full-time BPU employee is 49 years old.
- The average age at retirement 60 years old.
- The average years of service of a full-time BPU employee is **14 years**.
- Retirement Turnover for 2019 is 2.41% and for 2020 is 2.85%

	2015	2016	2017	2018	2019	2020	2021 YTD
Age	45	45	45	46	46	47	49
Length of Service	11	11	11	12	11	12	14

# Questions?

