

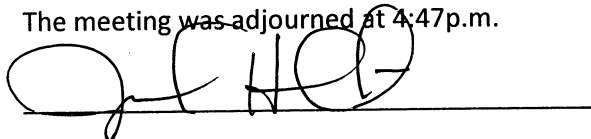
**Finance Committee Meeting
City of Manchester
April 3rd, 2023**

Present: Alderman Hobbs, Vice Mayor Messick and Alderman Parsley

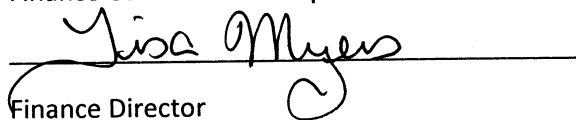
The Manchester City Finance Committee held a special called meeting on Thursday, April 3rd, at 4:00 p.m. in the board room at Manchester City Hall. Others present were: Mayor Howard, Finance Director Myers, Alderman Bellamy, Alderman Anderson, Jorita Scott, Accountant and Chris David, Payroll and Benefit Specialist, city employees, David Bradley, PBA and members of the local press. The meeting was called to order by Alderman Joey Hobbs, Chairman of the committee.

The only agenda item was the outsourcing of payroll. Alderman Hobbs opened the floor to Blain Hill with Paycom Software. Paycom is the recommended proposal out of four applicants by the finance director and the mayor. Mr. Hill explained all the benefits that Paycom has to offer. He quoted three different options (A,B,C) which was presented to the committee. He gave a demonstration of their software focusing on the employee experience. Paycom developed their entire software unlike their competitors which lends to increase security. Alderman Hobbs asked if Human Resources would still be involved with new hire onboarding. Chris David, Payroll and Benefit Specialist answered that she would be assisting all new hires on Paycom, how to set-up the app and training them on the usage. Director Myers stated this app allows information to be available 24/7 to the employees. This is the first system that allows for the employee to approve their payroll prior to payment which minimizes errors. Director Myers stated that this empowers the employee with having their personal records at their access for constant monitoring. Paycom is seeing 75% of employees approve their paycheck within five hours of notification. This makes the payroll process proactive instead of reactive. Mayor Howard also stated that the comptroller's office has also approved the outsourcing of payroll. Mr. Hill stated that Paycom is only one of six companies in the United States that is a Tier four facility. Vice Mayor Messick asked if there were other RFP's. Director Myers stated there were three other proposals submitted. She did not invite them to present due two proposals being more expensive with less value and one proposal so lacking she wouldn't trust them to do the city's payroll. The mayor agreed with the director's assessment. Alderman Bellamy asked how this was being funded. Director Myers said that the present vacant payroll position would not be filled and instead use that annual wage and benefits to pay for the outsourcing. Alderman Hobbs made the motion to use Paycom for outsourcing the city's payroll and to use package C. Vice Mayor Messick seconded the motion. The motion carried with a unanimous vote.

The meeting was adjourned at 4:47p.m.



Finance Committee Chairperson



Finance Director

5-17-2023

Date

5/17/2023

Date