



# Washoe County Employees Association

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## Executive Board

John Lewis   David Kelly   Kathie Maestas   Justin Norton  
*President*   *Vice President*   *Secretary*   *Treasurer*

## Board of Directors

Cheryl Bennett   William Mantle   Ron Souza   Anne Stoll-Thompson   Mike Touhey   Sarah Turner   Gary Zaepfel

## Staff

Wendy Leonard   Michelle Budd  
*Lead Labor Representative*   *Office Administrator*

## **BOARD OF DIRECTORS MEETING MINUTES**

**April 15, 2020**

**Present:** David Kelly, John Lewis, Kathie Maestas, William Mantle, Justin Norton, Ron Souza, Anne Stoll-Thompson, Mike Touhey, Gary Zaepfel

**Absent:** Sarah Turner, Cheryl Bennett

**Staff Present:** Wendy Leonard

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**CALL TO ORDER:** 5:17 p.m.

### **IV. APPROVAL OF MINUTES FROM JANUARY MEETING**

On motion by Anne, seconded by Justin, which motion duly carried, the Board approved the minutes of the February 2020 meeting.

### **V. TREASURER'S REPORT**

Justin reviewed the financial reports with the Board.

William asked about cost of internet and was advised what the fees were.

On Motion by William, seconded by Kathie, which motion duly carried, the Board approved the Treasurer's Report.

### **VI. Continuing Agenda:**

#### **Grievances**

Item postponed until further notice. Mike Langton is working with Dave Watts Vial to get a new arbitrator but the item is on hold.

#### **INC Neutral Party Name**

On hold.

#### **WAGE Spring Conference**

On hold

#### **WCEA Website**



# Washoe County Employees Association

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On hold.

## **NEO, March, April**

Cancelled

## **PERS Presentation**

To be re-scheduled

## **Scholarship for Fall**

Mike updated the board that he is moving forward with the scholarship committee. There was discussion regarding timeline for the Scholarships. There is a flexible timeline for applications, and the committee is moving forward. Mike and Sarah will be reviewing the questions. Gary asked to have all questions to Mike by Friday 4-17-20.

## **County Manager Meet & Greet**

On hold.

## **OPEB**

On hold.

## **FOIA Request**

On hold.

## **VII. New Business**

### **Clark County vs. Washoe County current contractual agreement**

Information provided regarding Clark County cancelling the Association Agreement, Nevada Revised Statute 288.150 allowing local government to cancel an Association Contract. Short discussion regarding employees' requests that employees have made a request to be paid for overtime hours when they had been on Administrative Leave with Pay the day before, and had subsequently worked 10 hours the next day. The WCEA, along with Legal should be providing information to the employees on the Association Agreement and what is and is not considered overtime.

### **Workers Compensation**

Information shared with the board: the recommendation that anytime an employee is exposed to a suspected or known COVID 19 case, that the employee should, within 5 days of exposure, complete a C-1 form. This will protect employees in case they do contract the disease, and are hospitalized due to the disease, the employee can then (within 30 days) complete a C-4 form and request compensation. Employees should also complete any normal reporting (work-based reports) as usual, with information if they were knowingly exposed to put it in their daily reporting in addition to the C-1. Wendy provided information that this is not designed for employees who contract the virus and then recover, only for staff who ends up hospitalized due to the virus.

### **The Family First Coronavirus Response Act (FFCRA)**

Discussion regarding the definition of emergency responder. The FFCRA was designed to protect employees who work for non-governmental employers, but does extend SOME benefits to governmental employees.

### **Job Description/Announcement for WCEA Office Position**



# Washoe County Employees Association

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Board confirmed that if Michelle wanted to come back while she is seeking a new job, that she would be welcomed back. Kathie asked if Wendy could provide information regarding the daily office duties so that the office is prepared to hire someone as soon as restrictions are lifted. Wendy will provide information to Kathie. William, Kathie and Gary will be doing research for the position and get everything prepared for the position to be announced.

## **Other COVID-19 hot topics**

Kathie asked questions about how many employees are needed to assist in the Health Department. There are no specific numbers or pool of requests, but the Health Dept. has been reaching out individually to divisions to fill their needs. Needs like setting up bunks at the Event Center have been filled from individual department requests. Justin shared that the Medical Examiner would fill needs with the National Guard if needed.

There was discussion about employees wanting to have set schedules rather than being called in without receiving stand by pay. At this time, no action will be taken and Mike/Dave will monitor if the cases increase and will let Wendy know if any action is needed in the future.

## **VIII. Correspondence/Announcements**

Nothing new

## **IX. COMMITTEES**

### **A. Public Relations Committee**

No updates.

### **B. PERS Committee Update**

No updates.

### **C. BCC Committee Update**

Information provided that the BCC was advised that there is an expected \$16-17M shortfall in tax revenue, and \$10M overage from the Health Department for a total of an expected \$27M shortfall in the budget. There was also discussion regarding the hiring freeze, and that there is a committee assigned to review all new hire requests for approval or denial.

### **D. Insurance Negotiation Committee**

No updates

### **E. Safety Committee**

No updates

### **F. HR Rep Meetings**

No updates.

### **G. JEC**

Operations Manager Position at Medical Examiner's office was approved



# Washoe County Employees Association

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Systems Tech to Systems Specialist at Recorders  
Elections Systems Specialist at Voters  
OAIII to OSS at WCSO  
Department Systems Tech. to Dept. Systems Specialist at HSA  
OSS to Program Assistant at Co. Managers Office  
Media and Communications Specialist potentially to Office Manager at Media  
Legal Secretary to reclassify to Paralegals at DA's office  
Sr. Network Security Analyst and Network Analyst at IT  
OAI to be reclassified (position TBD) for Animal Services  
AS caretaker to AS Lead Caretaker at Animal Services

## **H. Deferred Comp Committee**

No updates

## **X. One More Thing**

- Discussion regarding sharing information about buying time or increasing investments for our members. Board felt it is not advisable to provide any advice to members regarding financial planning.

**Meeting adjourned at 6:48 p.m.**