



Washoe County Employees Association

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
Lead Labor Representative

BOARD OF DIRECTORS MEETING MINUTES

May 13, 2020

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

Absent: Sarah Turner

Staff Present: Wendy Leonard

CALL TO ORDER: 5:17 p.m.

IV. APPROVAL OF MINUTES FROM APRIL MEETING

On motion by Mike, seconded by Kathie, which motion duly carried, the Board approved the minutes of the April 2020 meeting.

V. TREASURER'S REPORT

Justin reviewed the financial reports with the Board.

Motion by Dave to approve the treasurers report. Seconded by William.

Motion duly carried; the Board approved the minutes of the April 2020 meeting.

VI. Continuing Agenda:

Grievances

Current grievances reviewed. One grievance has been pending from January due to Covid-19. The Association has asked the County to move forward with the pending January grievance. The Day of Mourning grievance and the Christmas Eve grievances have been on hold and will be picked up after the FY 2021 budget is finalized. David is going to work on the FOIA request for the grievance.

COVID-19 topics



Washoe County Employees Association

Information provided to Board that Kids Kottage had an infection, the building is run by an independent contractor who requested 60 Covid tests and our County employees were tested. The results were provided to the independent contractor with medical information and employees were quite upset. WCEA has made recommendations to HR to ensure that only County supervisors will make a request for County employee testing.

David asked about Investigative interviews as they relate to Covid - If they are moving forward in person, or why/how there are investigations when a lot of employees are not at work. Information provided regarding essential employees/departments moving forward with investigations, and a Lead Labor Representative report will be provided.

David provided information about OSHA being a resource and is investigating complaints at work if social distancing/other working condition recommendations are not being met.

Job Announcement

Kathie reviewed process of planning the position. Gary discussed looking at possible pay ranges, and he feels that the upcoming minimum wage for *service* workers in Nevada is around \$15/hour. The WCEA is asking for a wide range of duties, a high level of accountability and a high skill/knowledge level. John agreed that an entry level of around \$20 would be reasonable. John agreed that around \$20 would be a good entry level. Kathie talked about potential starting salary of \$18/hour plus an insurance stipend so the position is not maxed out quickly if they are brought in at \$20/hour. Wendy talked about an option of the board deciding on a range rather than a set salary so that there could be a little room for negotiation coming in. Kathie also asked for the person to be a Notary and to be bonded for protection against embezzlement. Mike thought the pay scale should be around \$18-\$25/hour (comparable to an OAI). Kathie proposed we start the position around 25 hours per week with the employee working M-F. The new employee should attend the board meetings for minutes and information. Kathie said the insurance stipend was calculated at around \$250/month.

Dave talked about considering the value of someone coming in being able to evaluate the contract to be able to answer to questions. Dave wanted to consider a probationary period, start someone higher, set a top range that could be reviewed in the future. Dave provided feedback that the WCEA should set a salary range of \$20-\$25/hour including an insurance stipend as a part of the package. Dave talked about the association providing benefits similar to what we achieve for our own members. Justin stated that the budget could have a line item added to the budget including the stipend titled insurance stipend. Mike agreed. Kathie asked if everyone is in agreement with a \$20-\$25/hour pay rate including the stipend. Dave stated that the expectation should be 25 hours but 30 hours during training. David wants to consider 3.5% merit increase up to the top out of \$25/hour plus merit increases, and the COLAs are completely separate. The Board will vote to open the position after Kathie provides the salary and benefits in writing for review.

INC Neutral Party Name

June INC meeting the issue of domestic partners and covering child insurance will be covered during the June meeting.

WAGE Conference



Washoe County Employees Association

Scheduled for San Diego in October. Cheryl asked for feedback and was provided a suggestion that WAGE only provide a conference once per year to offer a more effective presentation.

WCEA Website

Justin will be working on the website update; scholarship info was posted on the website.

NEO, March, April

Power point presentation prepared. HR provided feedback that PowerPoint will be available on Bridge. Board discussed having PowerPoint available on the new Website and the WCEA will include the PowerPoint presentation in the mailings to the new employees. As soon as the NEO starts again, WCEA board members will continue to present and attempt to get new employees signed up. The PowerPoint will now be sent out to all new employees along with the regular mailings. It will also be available on Bridge.

PERS Presentation

Last PERS presentation cancelled from March. Cheryl will look into potential zoom viewing of meeting for the future.

Scholarship for Fall

Scholarships are open and the deadline for applications is May 30, 2020.

County Manager Meet & Greet

Gary asked John for overview of the meeting that WCEA had with Eric Brown. John said that there had been a meeting immediately prior to Covid-19. Manager Brown had a lot of questions regarding what the Association felt Management could do to improve, how to develop employees etc. WCEA talked about our role, progressive discipline and talking about processes, and information sharing.

OPEB

No meetings for OPEB. Kathie will be monitoring OPEB online.

FOIA Request

David will be working on the FOIA request for the grievances.

VII. New Business

Mike Langton's contract:

Contract is up at the end of June. David made a motion to renew Langton's contract, motion seconded by Justin Seconded the motion. The motion duly carried and Langton's contract will be extended for 1 year.

Lease renewal:

Wendy to look into actual cost of lease renewal and provide information to the board for a future vote.

Member's Update

David is working on information to put out to members shortly. David will send information to the board for review prior to sending information to members.

VIII. Correspondence/Announcements

Nothing new

IX. COMMITTEES

A. Public Relations Committee



Washoe County Employees Association

WCEA will be reaching out to the members within a week to provide information.

B. PERS Committee Update

No updates.

C. BCC Committee Update

50 positions were requested, only 9 are moving forward. The FY21 budget is scheduled for the BCC on Tuesday May 19, 2020.

D. Insurance Negotiation Committee

No updates

E. Safety Committee

No updates

F. HR Rep Meetings

No updates.

G. JEC

Virtual meeting coming up on Friday, but nothing new since last board meeting.

H. Deferred Comp Committee

No updates. Meeting scheduled in a couple months.

X. One More Thing

Kathie asked for a new computer for the office. Rather than make the expenditure for a new device, Wendy will set up a new profile for one of the existing office computer.

Meeting adjourned at 6:48 p.m.