



# Washoe County Employees Association

639 Isbell Road Suite 350 Reno, NV 89509

## Executive Board

Justin Norton    David Kelly    Kathie Maestas    Michael Touhey  
*President*      *Vice President*      *Secretary*      *Treasurer*

## Board of Directors

Jacob Jensen    William Mantle    Matt Polley    Ron Souza    Jessica Adams    Monica McKee    Gary Zaepfel

## Staff

Don Gil      Elene Manor  
*Lead Labor Representative*      *Administrative Assistant & Labor Representative*

## BOARD OF DIRECTORS MINUTES

October 11<sup>th</sup>, 2023 5:30 pm

**Pursuant to the WCEA Bylaws, Article X, Section 2, the minutes will be posted at [wcea.us](http://wcea.us).**

1. Roll Call – **Present:** Justin Norton, Mike Touhey, William Mantle, Matt Polley, David Kelly, Kathie Maestas, Jessica Adams, Monica McKee, and Don Gil  
**Absent:** Gary Zaepfel, Jake Jensen and Ron Souza
2. Guest Introductions – Jaleh Polak, Blaine Clements, and Randy Jensen
3. Public Comment [*Comments will be heard under this item and will be limited to two minutes per person and may pertain to matters on and off the Board agenda*] None.
4. Closed session to review confidential labor & employee matters.
5. Approval of September 2023 Minutes (Motion: William; 2<sup>nd</sup> Monica)
6. Approval of August 2023 Treasurer’s Report (Motion: Kathie; 2<sup>nd</sup> William)  
Approval of Annual Audit Review Year 2023, Treasurer’s Report (Motion: Kathie; 2<sup>nd</sup> William)
7. Review motions and votes conducted by the Board since the previous meeting [*For Possible Action*]  
8/21/2023 – Motion that WCEA utilize \$500 from our charitable donations fund to purchase a “Supporter Pack” for the upcoming 2023 LaborFest event to be held at Idlewild Park.  
AYE 7- Nay 0  
8/23/2023 -Motion to send William & Matt to Fall WAGE conference. registration, travel, and accommodation expenses 10-25-28, 2023 -total trip not to exceed \$2,500. AYE 6 – Nay 0
8. Total Membership: 1,219

### **Continuing Agenda** [*For Possible Action*]

1. Korn Ferry equity issues & data, (William)
  - Continuing inequity observed by members.
  - The county is not paying people at their step level, they moved people relative to the minimum if applicable, but now employees are being paid the same as new employees.
  - Does the merit systems step trump the minimum wage movements or not?
  - When we negotiate a contract does that wage have to be first realized for our members and then the county can change the pay scale? If they don’t, does that abridge our



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contract?

- Lateral movements in the same pay grade prior to KF are now not treated as lateral even if they are still in the same pay grade, potentially.
2. Korn Ferry close out, (Justin)
    - Nothing to report.
  3. Personal leave Accrual, (William)
    - Dave suggested that FMLA should not count against personal leave calculations.
    - William asked for ideas on deterring sick-leave abuse from a supervisor's perspective.
  4. Nomination/Award Criteria Discussion, (on hold) (William)
    - Nothing to report.

## New Business *[For Possible Action]*

1. HR Representative roles, (William)
  - Randy Jensen presented the roles and duties of an HR Department Analyst.
  - She wanted to bring the voluntary assignment to the WCEA as it relates to the classification and job specification. HR analysts are not compensated for their role in the department.
  - The WCEA suggests that HR analysts track the time it takes on these HR tasks and provide specific data to take to the JEC to re-evaluate that position.
2. Review and certify 2023 WCEA Election Results, (Dave)
  - Dave reviewed the data with the BOD.
  - Jaleh and Blaine will be sworn in as new board members in November.
3. Labor Fest update, (William)
  - Event was larger this year.
  - WCEA had a banner and was a visible entity.
  - William encourages all to attend next year and continue our \$500 level membership.
4. JEC & Deferred Comp Committee, (Kathie)
  - Justin and Daryl will extend their appointment on the committee through November. Motion to approve the extension by Mike; 2<sup>nd</sup> William. All in favor.
  - Motion to appoint William to replace Brett Steinhardt and to appoint Jaleh Polak to be the alternate member (replacing Ron Souza) to the JEC committee. Motion by Kathie; 2<sup>nd</sup> by Mike. All in favor.
  - Gary is also maintaining a seat on the JEC.
5. WAGE Conference, (Matt)
  - William and Matt will be attending the conference this year.
  - Elene will help them fill out the affiliate report for the presentation.
6. Membership Drive, (Kathie)
  - BOD to bring ideas to the table at the next meeting to increase our membership numbers.
  - Gift Certificates are always favorable and have been used in the past.
7. Board Induction Event, (Kathie)
  - Event will be held on November 2<sup>nd</sup> from 5:30pm to 8:30pm at the Rattlesnake Bistro.
  - Please e-mail Kathie any dietary restrictions.
  - Flyer for BOD to follow.



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## Committee and Informational Reports

Board of County Commissioner (Elene)

- William presented KF report.

Sheriff's Office Citizen Advisory Committee (Justin)

- Nothing to report.

Deferred Compensation Committee (Justin)

- Nothing to report.

Member Committee (Jessica)

- Nothing to report.

Employee Management Relations Board (William)

- Following Las Vegas Teacher's Union Lawsuit and Right to Strike.

HR Representatives, (Justin)

- Nothing to report.

Insurance Negotiating Committee (Kathie & Gary)

- Nothing to Report.

Job Evaluation Committee (Gary)

- Nothing to report.

Public Employees' Retirement System (Mike)

- PERS Lunch and Learn will be scheduled for a future date. Conference room needed.

Washoe County Safety Committee (Monica)

- Nothing to report.

Working Assembly of Governmental Employees (Matt)

- Nothing to report.

## One Last Thing –

The WCEA BOD e-mails will now be navigated off of the county server. If troubleshooting is needed, please contact Elene so she can work with Orion to resolve any technical issues.

**Adjourned at 7:45pm**

Next meeting: November 8<sup>th</sup>, 2023



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