

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS  
SPECIAL MEETING HELD ON  
Tuesday, April 11, 2017**

A special meeting of the Cochise County Board of Supervisors was held on Tuesday, April 11, 2017 at 12:00 p.m. in the Human Resources Training Room, 1415 Melody Lane, Building F, Bisbee, Arizona.

Present: Ann English, Chairman; Patrick G. Call, Vice-Chairman; Peggy Judd, Member  
(telephonic)

Staff Present: Edward T. Gilligan, County Administrator  
Britt W. Hanson, Chief Civil Deputy County Attorney  
Arlethe G. Rios, Clerk of the Board

Attendees: James Conlogue, Presiding Judge, Superior Court  
Adam Ambrose, Presiding Judge, Justice Court  
Eric Silverberg, Court Administrator  
Patricia Munoz, Chief Probation Officer  
Fran Ranacelli, Deputy, Clerk of the Court's Office  
Julie Morales, Human Resources Director  
Anita Nelson, Clerk, Justice Court 3  
Tracey Romero, Court Administration

Chairman English called the meeting to order at 12:00 p.m.

**ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION**

**PLEDGE OF ALLEGIANCE**

**THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING**

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***ACTION***

**Court Administration**

1. Discussion and possible action regarding the Court Compensation Plan.

Judge James Conlogue, Superior Court Presiding Judge, said that the Courts had a unique compensation system and noted that what made it more unique was the fact that some of the employees who worked for the Courts were also State employees. He said that the Courts are allowed to have a separate compensation plan, but throughout his time as the presiding judge many employees have asked that the Courts align their plan with the rest of the County. He stated that now that the County had revised their compensation plan and moved to broad banding he was interested in aligning the Courts compensation plan with the County's. He noted that the new plan was both transparent and current with market value and that was what

he wanted for the Court compensation plan structure. He added that he valued that compensation was based on performance and value to the organization and he truly cared that education and training are integrated in the compensation plan. He was aware that supervisors would be critical to transitioning to the new compensation plan and was committed to outreach to court employees to ensure everyone was aware of the choices in compensation. Finally, he thanked the Board for their commitment to prioritize employee compensation.

He also requested that the Board consider increasing the tax rate in order to keep providing customer service excellence and properly compensate our employees.

Mr. Silverberg used a PowerPoint presentation to discuss the current compensation structure in the Courts. He specifically discussed professional positions in probation and justice courts that were the furthest from market value.

Ms. Munoz said that it has become very difficult to recruit due to the low salary structure.

Mr. Silverberg noted that due to the economy all departments were working with a smaller workforce, and therefore training had become critical as well as hiring the right people.

Judge Adam Ambrose said that the two examples given were the furthest from market and noted that not all positions in the court system fall in this category.

Judge Conlogue added that in the case of probation officers, in some cases they are completely State funded, staff was working with the State to also fund any increases to salaries if the County moved to a market based system. He noted that it was a good time to have the State agree to fund salary increases due to a possibility of them moving to an agreement that outlines that any salary increases in the future will be borne by the impacting county.

Mr. Silverberg moved on to propose that the Courts join the County's broad-banded pay structure and share one compensation plan and philosophy. He added that doing this would: establish and maintain court/county pay equity; recruit and hire at competitive salary levels; pay for performance; and retain and develop talented employees.

He outlined the transition plan:

- Classify employees in appropriate salary bands based on market salaries and county position comparables - Completed
- Ensure availability of funding for structural adjustments (FY 2017) and market pay (FY 2018-2020)
- Meet with department directors and employees to discuss broad-banding in the current system and notify them that they will have to make a choice
- Partner with the County to develop compensation plan and enhance performance review process

Judge Conlogue said that even after the transition the compensation change would continue to be a work in progress.

Vice-Chairman Call asked what the next step was.

Mr. Gilligan said that the purpose for today's meeting is to get the Board's support for this transition, as well approving the transfer of money needed to fund it. He explained that a transfer of funds would come from salary savings from positions that were frozen, but still funded. He stated that the total amount in the fund line was \$809,000. He said that the cost to address salaries during the last quarter of this fiscal year would be approximately \$70,000 and

then each year a transfer of additional funding would need to happen in order to fund the plan. He clarified that the transfer of funds would fund the initial transition. He said that the change would match step by step what happens with County positions.

Chairman English stated that it has been a discussion in the past why there are several different and separate compensation systems. She said that she was in support of this transition and noted that supervisor training is critical to a successful compensation plan based on excellent performance.

Mr. Silverberg said that he would work with County staff to make available training for all supervisors. He added that training should be mandated.

Chairman English noted that expectations are critical to successful supervisors.

Judge Conlogue noted that under the current plan there was no need to focus on supervisor expectations or goals since compensation was based on tenure and not performance. He agreed that supervisor training and excellent performance should be the focus of compensation.

Vice-Chairman Call asked if there were any development plans for supervisors underway.

Mr. Gilligan said that the first phase would be the Certified Public Manager (CPM) program offered through the Arizona State University and he would also work with Ms. Morales to research Pima County's Supervisor Training Program.

Supervisor Judd moved to approve the Court's compensation plan and provide funding as necessary to transition. Vice-Chairman Call seconded the motion.

Vice-Chairman Call asked if the funding was available.

Mr. Gilligan said that the funding was available for this purpose.

The Board thanked Judge Conlogue for his continued partnership and looking to make the best decisions for his employees.

Chairman English adjourned the meeting at 12:51 p.m.

APPROVED:

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Ann English, Chairman

ATTEST:

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Arlenthe G. Rios, Clerk of the Board