

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
SPECIAL MEETING HELD ON
Tuesday, September 25, 2018**

A special meeting of the Cochise County Board of Supervisors was held on Tuesday, September 25, 2018 at 11:00 a.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

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

Staff Present: Edward T. Gilligan, County Administrator
Sharon Gilman, Associate County Administrator
Kim Lemons, Deputy Clerk of the Board
Elda Orduno, Civil Deputy County Attorney
Amanda Baillie, Public Information Officer

Attendees: Ruben Miranda, Fleet Services Director
Anita Baca, Housing Director
Jenny Davis, Library District
Amadee Ricketts, Library Director
Mariela Maldonado, Housing Specialist
Allison Hadfield, Sheriff's Office
Randy Wilson, Sheriff's Office
Randy Judd, Sheriff's Office
Tod Kleinman, Sheriff's Office
Kevin Jamka, Sheriff's Office
Lori Nichols-Wright, Sheriff's Office
Tod Linendoll, Sheriff's Office
Felix Dagnino, Assessor's Office
Merrie Wolslagel, Assessor's Office
Tracey Romero, Judicial HR Director
Joe Casey, IT Chief Information Officer
Philip S. Leiendecker, Assessor
Mark Dannels, Sheriff
Lynette Nowlan, Finance Director
Julie Morales, HR Director
Bill Duggan, SEACOM Director
Sara Davidson, Nursing
Monica Moreno, Budget Manager
Eric Jamka, Detention
Maria Mena, Health & Social Services

Vice-Chairman Call called the meeting to order at 11:00 a.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

ACTION

Board of Supervisors

1. Discussion and possible approval of proposed changes to the Cochise County "Administration of Leave" and "Attendance and Holidays" Policies effective December 16, 2018 and give the Human Resources Director the authority to make any ancillary changes.

Mr. Gilligan began by saying the drafts of proposed amended policies, were distributed to Elected Officials and Department Directors and there were no concerns expressed for the holiday, overtime, hours of operation and work schedules, and special leave circumstances. The bulk of the discussion was regarding earned paid sick leave and personal leave. A slight amendment to earned paid sick leave was proposed about hours vested for fulltime employees to add language: all 40 hours will be will vested and unused hours be rolled over to personal leave. There was a lengthy conversation about the payout rules for retirees separating from the County. Mr. Gilligan discussed two options to be entered into the ADP system for existing employees to get paid out at retirement under the existing payout plan and the new amended policy. He proposed approving four policies today but bring the other two amended policies to a future board meeting.

Mr. Gilligan showed a proposed website to present policy changes to all for future amendments.

Vice-Chairman Call asked for input.

Ms. Morales said the state requirements for earned paid sick leave prompted the County to look at that and other policies. The intent was to streamline the policies and put the organization in a position to have a very good leave policy moving forward. Some employees will be earning personal leave at a reduced rate but salaries will increase in converse relation to it.

Ms. Nowlan spoke from a payroll aspect. These policies will move us to be fair across the board, and head the organization in the right direction.

Chairman Judd said it is a good idea for policies to be written out and simplified.

Chairman Call asked for specific questions from attendees.

Mr. Gilligan addressed some of the questions and said under the new state requirements all sick leave hours accrued would have to be governed by that policy.

Attendees gave scenarios and asked questions about the reduction in accruals and benefits and wanted to know why.

Mr. Gilligan stated that when we transitioned to a market-based salary plan, there were salary and pension costs increases. He understands the sense of loss for pre-2012 employees. He added change is hard but it makes more sense to pay employees better salaries and cap accruals.

Mr. Miranda said his staff had concerns about the personal leave accrual reduction and the leave bank. He explained to them the changes that have been proposed so far and said they would have another opportunity for input.

Ms. Ricketts, Library Director said her staff is mostly comfortable with changes.

Mr. Leiendecker, Assessor said we need better communication with concrete amendments to all the policies presented to the staff all at the same time.

Sheriff Dannels made a statement about accruals going down and his staff concerns.

Vice-Chairman Call suggested two weeks for discussion and final approval.

Chief Deputy Smith spoke of the qualifications for one of the options of payout at retirement not being attainable. These numbers for payouts had not be presented until September 9, 2018. He asked the Board to consider long-term employees when making their final decision.

The Board asked that Ms. Gilman collect written comments from employees regarding the policy changes and bring back a final option to the Board at another special meeting in two weeks.

Vice-Chairman Call adjourned the meeting at 11:57 a.m.

APPROVED:

Patrick Call, Vice-Chairman

ATTEST:

Kim Lemons, Deputy Clerk of the Board