

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
TUESDAY, JULY 26, 2022**

A work session of the Cochise County Board of Supervisors was held on Tuesday, July 26, 2022, at 11:00 a.m. in the Board of Supervisors' Executive Conference Room, 1415 Melody Lane, Building G, Bisbee, Arizona.

Present: Ann English, Chairman; Peggy Judd, Vice-Chairman; Tom Crosby, Supervisor

Staff Present: Richard G. Karwaczka, County Administrator
Sharon Gilman, Deputy County Administrator
Christine Roberts, Chief Civil Deputy County Attorney
Tim Mattix, Clerk of the Board

Attendees: Belvet Elsouhag, Public Fiduciary
Elda Orduno, HR Director

Chairman English called the meeting to order at 11:40 a.m.

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

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

ITEMS FOR DISCUSSION

Board of Supervisors

1. Discussion and possible direction regarding a reduction in force and the financial and service impacts due to the termination of the agreement between SouthEastern Arizona Governments Organization (SEAGO) and Cochise County for Area Agency on Aging Case Management Services.

Mr. Karwaczka stated that SEAGO requested to move positions currently providing Area Agency on Aging (AAA) case management services in house. Ms. Elsouhag presented the item using a Power Point presentation that detailed the Reduction in Force (RIF) Plan. Their partnership with SEAGO spanned throughout Cochise County targeting the elderly and disabled for over 40 years. The change only applies to case management and not other services they would continue to outsource. SEAGO's new partnership included an approach to case management services in their Five-Year Strategic Plan. This partnership shaped their workforce reduction process with more operational control and requested in-house case managers who would have more latitude and be used more efficiently while meeting the needs of the community. The terms of the contract to transition these services will be from July 1, 2022 to October 31, 2022 to minimize impact on the clients.

The Board asked questions regarding the use of satellite offices, County facilities, and equipment. Mr. Karwaczka said SEAGO requested to use some of the same office space and equipment they currently use. Ms. Elsouhag stated that they serve

their clients at home 99% of the time and the use is minimal.

Ms. Orduno reviewed Merit Rule 6.1B, Reduction in Force (RIF). The County needs to supply a 60-day notice to the affected employees. Notices will be sent on July 27, 2022 and will include information regarding loss of benefits, COBRA eligibility, employment opportunities, etc. In response to the Board, Ms. Orduno clarified they do not have the right to appeal to the Merit Commission. Ms. Elsouhag stated that SEAGO will recruit for those positions with the intent that current case managers will apply. Savings are estimated at approximately \$42,000 for staff time and management and \$40,000 for office space and operating costs. The new in-kind support SEAGO requested includes office space and operations cost. There will be no impact on the services to the 450 current clients, except for any temporary interruptions due to staff transitioning from CHSS to SEAGO. SEAGO is anticipated to post and make job offers by October 31, 2022.

In response to the Board, Mr. Karwaczka discussed areas of concern regarding physical location and use of County facilities, equipment, and internet service. He will work with the County Attorney's Office to draft rules, policies, and agreement terms. Ms. Elsouhag added that SEAGO will look into regional service centers for office space. They quoted \$1.1 million to fund their services and the amount will continue to increase.

The Board requested clarification on the RIF positions and requested that HR meet with affected employees individually to discuss continued employment with the County. Ms. Elsouhag stated four total positions will be affected. However, one of them is vacant. Ms. Orduno said employees would need to go through the competitive recruitment process for any position under Merit Rule 3 but would look at open positions and compare minimum qualifications.

Chairman English adjourned the meeting at 12:14 p.m.

APPROVED:

Ann English, Chairman

ATTEST:

Tim Mattix, Clerk of the Board