



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: *May 24, 2022*

DATE: May 12, 2022

TO: Board of County Commissioners

FROM: Patricia Hurley, Director, Human Resources Department
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THROUGH: Eric Brown, County Manager

SUBJECT: Recommendation to approve Cost of Living Adjustments in base wage of 5% effective July 1, 2022 [FY 22/23 estimated fiscal impact \$2,686,204], and 3.5% effective July 1, 2023 [FY 23/24 estimated impact \$2,793,594]; for Unclassified Management and Non-Represented Confidential employees, District Court employees, Justice Courts employees (excluding Justices of the Peace), Juvenile Services employees, and Truckee River Flood Management Authority's Executive Director and General Counsel; and bi-lingual pay changes for Non-Represented Confidential employees [estimated fiscal impact \$-0-]; and standby pay changes for Non-Represented Confidential employees (excluding Division Directors at salary grade T and above), District Court employees, Justice Courts employees (excluding Justices of the Peace), and Juvenile Services employees as outlined in their department Personnel Manuals [estimated fiscal impact \$26,296]. [Estimated total fiscal impact \$5,506,094]. (All Commission Districts)

SUMMARY

Represented employees' salaries are primarily governed by provisions within their negotiated contracts; unrepresented employees are primarily governed by the Washoe County Code Sections 5.109 through 5.147. The Board has in the past adopted similar salary and benefits for employees not covered by a bargaining agreement as have been negotiated for represented employees. A Cost of Living Adjustment (COLA) of 5% effective July 1, 2022, and 3.5% effective July 1, 2023, and update bi-lingual and standby pay changes for Unclassified Management and Non-Represented Confidential employees, District Court employees, Justice Courts employees (excluding Justices of the Peace), Juvenile Services employees, and Truckee River Flood Management Authority's Executive Director and General Counsel are commensurate with the COLA(s) negotiated with the Washoe County Alternative Sentencing Officers Association (WCASOA), Washoe County Nurses' Association (WCNA), Washoe County Public Attorneys' Association (WCPAA), and Washoe County District Attorney's Investigator Association (WCDAIA).

Washoe County Strategic Objective supported by this item: Fiscal Sustainability and Valued, engaged employee workforce.

AGENDA ITEM # _____

PREVIOUS ACTION

On June 11, 2019 the Board approved COLA(s) of 3% effective July 1, 2019, 2.5% effective July 1, 2020, and 2.5% effective July 1, 2021; and updated health plan changes for Unclassified Management and Non-Represented Confidential employees, District Court employees, Justice Courts employees (excluding Justices of the Peace), Juvenile Services employees, and Truckee River Flood Management Authority's Executive Director and General Counsel; and increased shift differential and standby pay for Juvenile Services employees and confidential employees in the Alternative Sentencing Officer classification and Alternative Sentencing Sergeant classification.

BACKGROUND

Represented employees' salaries are primarily governed by provisions within their negotiated contracts; unrepresented employees are primarily governed by the Washoe County Code Sections 5.109 through 5.147. The Board of County Commissioners has in the past adopted the same salary and benefits for unrepresented employees as have been negotiated for represented employees. The recommendation for salaries for these groups is a COLA of 5% effective July 1, 2022 and 3.5% effective July 1, 2023. This is commensurate with the COLA's negotiated with the WCASOA, WCNA, WCPAA, and WCDAIA.

Also, the Board is requested to approve changes to bi-lingual pay for Non-Represented Confidential employees, and standby pay changes for Non-Represented Confidential employees (excluding Division Directors at salary grade T and above), District Court employees, Justice Courts employees (excluding Justices of the Peace), and Juvenile Services employees as outlined in their department Personnel Manuals. Where necessary, changes to County Code to reflect these changes will be handled through the preparation of a proposed ordinance pursuant to Washoe County Code 2.040. Following is a summary explanation of the substantive changes:

Bi-lingual Pay

Bi-lingual pay change for Non-Represented Confidential employees to a guaranteed minimum one (1) hour of pay for performing bilingual language skills.

Standby Pay

Standby pay is a negotiated pay with represented bargaining units and is not a covered benefit for all non-represented employees under County Code. The Board has previously approved pre-identified Non-Represented Confidential job classifications (i.e., Alternative Sentencing Officers) for this benefit, and certain non-represented employee groups have opted to identify standby pay as a benefit in their department Personnel Manual, including Juvenile Services. On June 11, 2019, the Board approved Standby pay to be increased from \$5 per hour to \$6 per hour for these pre-identified Non-Represented Confidential job classifications and Juvenile Services. The current recommendation is to extend this standby pay benefit to Non-Represented Confidential employees (excluding Division Directors at salary grade T and above), District Court employees, Justice Courts employees (excluding Justices of the Peace), and Juvenile Services employees as outlined in their department Personnel Manuals.

FISCAL IMPACT

The annual FY 22/23 fiscal impact associated with these recommendations is estimated at \$2,699,126 and a portion is included in the FY 22/23 approved budget. These cost increases may necessitate a budget adjustment during the fiscal year. The Budget Division will monitor the budget status related to these changes and propose necessary budget adjustments as needed.

The FY 22/23 impact is broken out as follows:

FY 22/23

Description	Unclassified Management	Non-Represented Confidential	District Court	Justice Courts	Juvenile Services	TRFMA (Exec. Director & General Counsel)	Total
COLA	\$205,583	\$544,930	\$916,831	\$362,650	\$634,668	\$21,542	\$2,686,204
Bi-lingual Pay	\$-0-	\$TBD	\$-0-	\$-0-	\$-0-	\$-0-	\$TBD
Standby Pay	\$-0-	\$TBD	\$185	\$12,480	\$257	\$-0-	\$12,922
TOTAL FY22/23	\$205,583	\$544,930	\$917,016	\$375,130	\$634,925	\$21,542	\$2,699,126

The annual FY 23/24 fiscal impact associated with these recommendations is estimated at \$2,806,968 and if approved will be included in the FY 23/24 budget and is broken out as follows:

FY 23/24

Description	Unclassified Management	Non-Represented Confidential	District Court	Justice Courts	Juvenile Services	TRFMA (Exec. Director & General Counsel)	Total
COLA	\$212,778	\$564,002	\$949,112	\$388,259	\$657,147	\$22,296	\$2,793,594
Bi-lingual Pay	\$-0-	\$TBD	\$-0-	\$-0-	\$-0-	\$-0-	\$TBD
Standby Pay	\$-0-	\$TBD	\$191	\$12,917	\$266	\$-0-	\$13,374
TOTAL FY23/24	\$212,778	\$564,002	\$949,303	\$401,176	\$657,413	\$22,296	\$2,806,968

*Notes:

Totals in tables may be off by a dollar or two due to rounding

No baseline data to estimate Bi-lingual Pay

Uses pro-rated historical and estimated Justice Court activity as basis for Standby Pay

Estimated FY23 impact of 1.0% COLA per FY22 salaries (incl. PERS) = \$537,241

\$41,117 (Unclassified Management); \$108,986 (Non-Represented Confidential);
\$183,366 (District Court); \$72,530 (Justice Courts); \$126,934 (Juvenile Services);
\$4,308 (TRFMA)

Estimates do not include additional positions approved for FY23 or estimated PERS changes for FY24

FY24 estimates reflect cumulative impacts based on FY23 increases-not incremental impacts (i.e., FY23 COLA plus FY24 COLA)

RECOMMENDATION

Recommendation to approve Cost of Living Adjustments in base wage of 5% effective July 1, 2022 [FY 22/23 estimated fiscal impact \$2,686,204], and 3.5% effective July 1, 2023 [FY 23/24 estimated impact \$2,793,594]; for Unclassified Management and Non-Represented Confidential employees, District Court employees, Justice Courts employees (excluding Justices of the Peace), Juvenile Services employees, and Truckee River Flood Management Authority's Executive Director and General Counsel; and bi-lingual pay changes for Non-Represented Confidential employees [estimated fiscal impact \$-0-]; and standby pay changes for Non-Represented Confidential employees (excluding Division Directors at salary grade T and above), District Court employees, Justice Courts employees (excluding Justices of the Peace), and Juvenile Services employees as outlined in their department Personnel Manuals [estimated fiscal impact \$26,296].

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:

“Move to approve Cost of Living Adjustments in base wage of 5% effective July 1, 2022 [FY 22/23 estimated fiscal impact \$2,686,204], and 3.5% effective July 1, 2023 [FY 23/24 estimated impact \$2,793,594]; for Unclassified Management and Non-Represented Confidential employees, District Court employees, Justice Courts employees (excluding Justices of the Peace), Juvenile Services employees, and Truckee River Flood Management Authority's Executive Director and General Counsel; and bi-lingual pay changes for Non-Represented Confidential employees [estimated fiscal impact \$-0-]; and standby pay changes for Non-Represented Confidential employees (excluding Division Directors at salary grade T and above), District Court employees, Justice Courts employees (excluding Justices of the Peace), and Juvenile Services employees as outlined in their department Personnel Manuals [estimated fiscal impact \$26,296].”