

WHATCOM CONSERVATION DISTRICT
Special Public Meeting Minutes
September 28, 2017

I. Time and Place of Meeting.

A special public meeting of the Board of Supervisors of the Whatcom Conservation District (WCD) was held at the Ag Service Center, 6975 Hannegan Rd, Lynden, Washington on September 28, 2017, at 9:00 a.m.

II. Attendance and Quorum.

The following Supervisors, being a quorum of the Board, were present:

Larry Helm, Chair
Heather Christianson, Supervisor

Larry Davis, Vice-Chair
Theresa Sygitowicz, Supervisor

Also in attendance were:

George Boggs, Executive Director

Dawn Bekenyi, Admin. Assistant

III. Meeting Called to Order.

Larry Helm, Chair, called the meeting to order at 9:02 a.m.

IV. Review Current Pay scale.

Larry Davis moved to substitute the District current pay scale to the GS pay scale GS11-12 for the Engineer and GS13 for the Executive Director, normalized for the difference in health benefit contributions made by the District. Larry Helm seconded the motion. There was no vote on the motion.

The motion opened discussion regarding employee compensation. George shared that employee compensation was not limited to pay scale or salary, but also included medical insurance premiums, retirement and annual leave. George reviewed the current benefits. He advised that any adjustments should be reviewed with the compensation package as a whole, not just pieces of it.

There was talk of moving staff into the closest step on the GS pay scale without a decrease in salary. Larry Helm said that the District should wait until we have the funds to implement any changes. Larry Helm was also concerned about employees concerns regarding any changes to the compensation package. He suggested that a meeting to discuss that the Board is looking at making changes.

Larry Davis withdrew his previous motion.

Larry Helm wanted to know the objective of the motion.

Larry Davis moved that the Board work toward aligning the District pay scale to the GS table (more grades and steps), with perhaps employees paying some portion of their medical premium (being more reflective of industry standards) with the intention of not having any harm to current salary status. Larry Helm seconded the motion. The motion passed.

Larry Helm moved to have an employee meeting on this subject before the November Board meeting. Theresa Sygitowicz seconded the motion. The motion passed.

The Board suggested that two Supervisors be present at the employee meeting. George said that he would bring the subject to the Team Managers meeting and get their input.

The Board was scheduled to move into Executive Session to review staff performance. George reviewed the steps as proposed for any potential increases, keeping the increases within the pay scales. George asked the Board if they wanted to see a copy of the employee reviews in question. Board members had reviewed in preparation of the meeting.

Prior to the Executive Session, George provided the Board with some information regarding that the annual review of pay scale adjustment would be scheduled at the beginning of the calendar year. This would anticipate that the Board addressing any medical insurance premium increases and pay scale adjustments at that time. Budget constraints are a factor with any adjustments.

V. Executive Session.

George and Dawn left the meeting. The Board adjourned into Executive Session to review performance of public employees at 9:31 a.m. The length of the Executive Session was scheduled for 30 minutes.

The Board came out of Executive Session at 10:00 am and announced recommendations that the salaries of Chris Clark and George Boggs be advanced, respectfully, to GS 12, Step 7 and GS 13, Step 2 normalized for the additional health premium paid by the District over the USDA contribution.

Larry Davis moved to approve the Performance Reviews for Chris Clark and George Boggs and salary adjustment consistent with the recommendations coming out of executive session. Larry Helm seconded the motion. The motion passed.

VI. Review Current Pay scale (continued).

George and Dawn were brought back into the meeting. The public meeting was resumed at 10:00 a.m.

The Board expressed a plan of action:

1. Move employee's salary from the current pay scale to the GS pay scale.
2. Take into consideration all staff that are at the top of the current band and step and make appropriate adjustments to compensate those that have been at the cap for several years.
3. Work on how to deal with health care benefits. How to transition to something other than 100%. How to decide benefits for families vs. single persons without impacting the current take home salary for employees.

The proposal will not be implemented until the new budget is passed, probably not until 2018. Theresa mentioned that the Board desires to implement the changes in stages.

VII. Record of Board Actions.

17-72 Larry Davis moved that the Board work toward aligning the District pay scale to the GS table (more grades and steps), with perhaps employees paying some portion of their medical premium (being more reflective of industry standards) with the intention of not having any harm to current salary status. Larry Helm seconded the motion. The motion passed.

17-73 Larry Helm moved to have an employee meeting on this subject before the November Board meeting. Theresa Sygitowicz seconded the motion. The motion passed.

17-74 Larry Davis moved to approve the Performance Reviews for Chris Clark and George Boggs and salary adjustment consistent with the recommendations coming out of executive session. Larry Helm seconded the motion. The motion passed.

VIII. Adjournment.

There being no further business before the meeting, Larry Helm moved to adjourn the meeting at 10:08 a.m. Theresa Sygitowicz seconded the motion. The motion passed.

The meeting, on motion duly made, seconded and carried, adjourned at 10:08 p.m.

Dated: November 20, 2017

Approved: _____

Dawn Bekenyi, Administrative Assistant