



# WASHOE COUNTY

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## STAFF REPORT

BOARD MEETING DATE: *June 21, 2022*

**DATE:** June 8, 2022

**TO:** Board of County Commissioners

**FROM:** Patricia Hurley, Director, Human Resources Department  
775.328.2087, [phurley@washoecounty.gov](mailto:phurley@washoecounty.gov)

**THROUGH:** Eric Brown, County Manager

**SUBJECT:** Recommendation to approve changes to Career Incentive [FY22/23 estimated fiscal impact \$525,163; FY 23/24 estimated fiscal impact \$640,381]; and payment of a one-time only lump sum of \$500.00 effective July 4, 2022 (paid on July 22, 2022) for full-time employees hired prior to July 1, 2022; 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 [FY 22/23 estimated fiscal impact \$233,000; as has been negotiated for represented employees. [Total fiscal impact \$1,398,544] (All Commission Districts)

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### **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.

In May 2022, the Board approved a Cost of Living Adjustment (COLA) of 5% effective July 1, 2022, and 3.5% effective July 1, 2023, and updated 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, commensurate with the COLA(s) and changes 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).

The final agreement negotiated with Washoe County Employees Association (WCEA) and recommended for approval on this June 21, 2022, agenda includes changes to Career Incentive and a one-time only lump sum payment of \$500.00 effective July 4, 2022, (paid on July 22, 2022) for full-time employees covered under these Collective Bargaining

**AGENDA ITEM # \_\_\_\_\_**

Agreements (CBA) in effect at the time of the payment. Approval of these changes will maintain parity between non-represented and represented employees.

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

### **PREVIOUS ACTION**

On May 24, 2022 the Board approved COLA(s) in base wage of 5% effective July 1, 2022, and 3.5% effective July 1, 2023, 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; 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.

### **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. In May 2022, the Board approved for this group COLA(s) of 5% effective July 1, 2022, and 3.5% effective July 1, 2023, commensurate with the COLA(s) negotiated with the WCASOA, WCNA, WCPAA, and WCDAIA. In addition, the Board approved 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.

The final CCBA(s) negotiated with WCEA and recommended for approval on this June 21, 2022 agenda includes a one-time only lump sum payment of \$500.00 effective July 4, 2022, (paid on July 22, 2022) for full-time employees covered under these CBA(s) in effect at the time of the payment; and changes to career incentive.

Approval of these changes will maintain parity between non-represented and represented employees. 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 changes:

#### **Lump Sum Payment**

Payment of a one-time only lump sum of \$500.00 effective July 4, 2022 (paid on July 22, 2022) for full-time employees hired prior to July 1, 2022, 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.

No employee who separated employment from Washoe County prior to July 17, 2022 will be eligible for the one-time lump sum payment.

Career Incentive

Current Career Incentive tiers have been increased by \$1,000 per year of service beginning at five (5) years of continuous service through nine (9) years of continuous service; and by \$2,000 per year of service beginning at ten (10) years of continuous service through a maximum of \$5,000 for thirty or more (30+) years of service. 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 qualify. (See Attachment A)

Amounts were adjusted to encourage employee retention; and it is important to note that Career Incentive was last updated in July 1994.

**FISCAL IMPACT**

The annual FY 22/23 fiscal impact associated with these recommendations is estimated at \$758,163 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
Lump-Sump	\$8,500	\$37,500	\$86,000	\$40,000	\$60,000	\$1,000	\$233,000
Career Incentive	\$19,787	\$84,467	\$182,429	\$90,630	\$145,385	\$2,465	\$525,163
<b>TOTAL FY22/23</b>	<b>\$28,287</b>	<b>\$121,967</b>	<b>\$268,429</b>	<b>\$130,630</b>	<b>\$205,385</b>	<b>\$3,465</b>	<b>\$758,163</b>

The annual FY 23/24 fiscal impact associated with these recommendations is estimated at \$640,381 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
Lump Sum	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-	\$-0-
Career Incentive	\$25,626	\$107,822	\$223,949	\$111,130	\$168,740	\$3,114	\$640,381
<b>TOTAL FY23/24</b>	<b>\$25,626</b>	<b>\$107,822</b>	<b>\$223,949</b>	<b>\$111,130</b>	<b>\$168,740</b>	<b>\$3,114</b>	<b>\$640,381</b>

\*Notes:

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

**RECOMMENDATION**

Recommendation to approve changes to Career Incentive [FY22/23 estimated fiscal impact \$525,163; FY 23/24 estimated fiscal impact \$640,381]; and payment of a one-time only lump sum of \$500.00 effective July 4, 2022 (paid on July 22, 2022) for full-time employees hired prior to July 1, 2022; 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 [FY 22/23 estimated fiscal impact \$233,000; as has been negotiated for represented employees. [Total fiscal impact \$1,398,544]

**POSSIBLE MOTION**

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

*“Move to approve changes to Career Incentive [FY22/23 estimated fiscal impact \$525,163; FY 23/24 estimated fiscal impact \$640,381]; and payment of a one-time only lump sum of \$500.00 effective July 4, 2022 (paid on July 22, 2022) for full-time employees hired prior to July 1, 2022; 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 [FY 22/23 estimated fiscal impact \$233,000; as has been negotiated for represented employees. [Total fiscal impact \$1,398,544].”*