

W. H. E. F. Tg.

AGENDA MEMORANDUM

Date: July 28, 2004

TO: Board of County Commissioners

DEPARTMENT: Management Services

PRESENTED BY: Frank Forbes, Labor Relations Manager

TITLE: IN THE MATTERS OF RATIFYING THE TENTATIVE AGREEMENTS BETWEEN LANE COUNTY AND ADMINISTRATIVE PROFESSIONAL ASSOCIATION OF LANE COUNTY PUBLIC WORKS, INC., LOCAL 626, THE PROSECUTING ATTORNEY'S ASSOCIATION; AND APPROVING BENEFIT AND COMPENSATION PLAN CHANGES FOR NON-REPRESENTED EMPLOYEES.

I. PROPOSED MOTION

MOVE TO APPROVE ORDERS NOS. _____ / IN THE MATTER OF RATIFYING THE TENTATIVE AGREEMENTS BETWEEN LANE COUNTY AND THE ADMINISTRATIVE PROFESSIONAL ASSOCIATION (ADMIN-PRO), LOCAL 626, THE PROSECUTING ATTORNEY'S ASSOCIATION; AND APPROVING BENEFIT AND COMPENSATION PLAN CHANGES FOR NON-REPRESENTED EMPLOYEES.

II. ISSUE

The current agreements between Lane County and Admin-Pro, and between Lane County and Local 626 provide for a wages only re-opener for changes to be effective July 1, 2004 and July 1, 2005. The County's agreement with the Prosecuting Attorneys provides for a limited "me-too" cost of living adjustment (COLA) for FY 2004-2005 if a COLA is granted to other bargaining units. The financial plan for FY 2004-2006 and the approved budget for FY2004-2005 incorporate compensation increases for the afore mentioned bargaining units and for non-represented employees as well. Should these compensation and benefit changes be approved?

III. DISCUSSION

A. Background

All County bargaining contracts were up for renewal on July 1, 2003.

Facing a \$4.5 million deficit for FY 2003-2004, the Board of County Commissioners requested that employee groups make concessions so that \$500,000 be saved through benefit cost reductions. As a result, Local 626 and non-represented employees made concessions that saved the County about \$535 per employee for health insurance costs. Admin-Pro and the Prosecuting Attorneys each saved approximately \$300 per employee in health insurance cost savings.

Specific goals for this round of wage re-openers were to:

- Retain these health benefit savings
- Negotiate compensation changes within Board established parameters
- To recognize and reward benefit cost concessions.

Tentative agreement was reached on July 14, 2004 for both Admin-Pro and Local 626. They ratified during the week of July 19, 2004.

B. Analysis

The tentative agreements for Admin-Pro and 626 cover wages and benefits for the remaining two years, July 1, 2004 thru June 30, 2006 of their Agreements. The changes for the Prosecuting Attorneys and non-represented employees are for FY 2004-2005. There are several changes. A summary description is attached for each employee group. The major provisions are as follows:

- A 2% COLA, effective July 1, 2004 and July 1, 2005 for Local 626 and Admin-Pro. Reduction in number of pay steps from 12 to 10, effective July 1, 2004.
- A 2% COLA, effective July 1, 2004 for Prosecuting Attorneys and non-represented employees.
- A 1% County contribution into the County's deferred compensation program, effective July 1, 2004, for Local 626 and non-represented employees. This recognizes and rewards 626 and non-represented employees for making the greatest health insurance concessions, resulting in the greatest cost savings for the County. The approximate cost for 626 is \$366.00 per employee and non-represented is \$613.00 per employee.
- A .5% County contribution into the County's deferred compensation program, effective July 1, 2004, for Admin-Pro employees. Again, this recognizes the concessions toward health insurance costs made by Admin-Pro. The approximate cost for Admin-Pro is \$239.00 per employee.

Health insurance benefit levels for all groups negotiated in 2003 are retained.

C. Alternatives

1. Ratify the agreements by approving the attached Board orders.
2. Reject the agreements.

D. Recommendation

The bargaining team recommends approval of the attached Board orders to ratify the proposed Agreements and approve the benefit and compensation plan changes for non-represented employees. The packages for each employee group meet the County's goals with respect to benefit cost savings and rewards.

IV. IMPLEMENTATION/FOLLOW-UP

Human resources' staff will work with finance and payroll to implement the cost of living adjustments. Set up the County contributions to the deferred compensation program. The Human Resources Manager will convene the Elected Officials' Compensation Board for direction as to whether elected officials compensation should be adjusted consistent with non-represented employees' compensation changes.

V. ATTACHMENTS

Board Orders
Agreement Summaries

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

) IN THE MATTER OF RATIFYING THE
) TENTATIVE AGREEMENT
) BETWEEN LANE COUNTY AND THE
) LANE COUNTY PUBLIC WORKS
) ASSOCIATION LOCAL 626; AND
) APPROVING BENEFIT AND
) COMPENSATION CHANGES FOR
) NON-REPRESENTED EMPLOYEES.

WHEREAS, a tentative agreement has been reached between Lane County's bargaining team and the Lane County Public Works Association Local 626; and

WHEREAS, Local 626 has worked with the County for health insurance cost savings and

WHEREAS, non-represented employees demonstrated the same willingness to assist with health insurance cost savings and


WHEREAS, the agreement is consistent with the guidelines set forth by the Board of County Commissioners.

IT IS NOW HEREBY ORDERED that consistent with the attached summary, the tentative agreement between Lane County and the Lane County Public Works Association Local 626, be ratified; and the benefit and compensation changes for non-represented employees (i.e., employee groups 07, 08, 09, 10, 11 and 12, including contract employees (County Administrator, County Counsel and Internal Auditor)) be approved and

IT IS FURTHER ORDERED that the County Administrator and the County's bargaining team is authorized to execute the revised agreement on behalf of the County and implement the benefit and compensation changes for non-represented employees consistent with the attached summary.

DATED this ____ day of July, 2004.

APPROVED AS TO FORM

Date 7/22/04 Lane County

OFFICE OF LEGAL COUNSEL

Bobby Green, Sr., Chair
Lane County Board of County Commissioners

SUMMARY
CHANGES TO 626 LABOR AGREEMENT

Art. X-Wages

2% COLA, effective July 1, 2004 and a 2% COLA, effective July 1, 2005.

Reduce pay steps from 12 to 10, effective July 1, 2004.

Add provision for County to pay 1% of employee's wage into County's deferred compensation program, effective July 1, 2004.

Art. XII-Insurance and Related

Maintain health insurance savings in effect for FY2003-2004 for life of the contract.

SUMMARY
CHANGES FOR NON-REPRESENTED EMPLOYEES

2% COLA for all grades, all steps, effective July 1, 2004 for all employees on the payroll as of July 28, 2004.

1% County contribution into the County's deferred compensation program, effective July 1, 2004.

Maintain health insurance savings in effect for FY2003-2004.

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

) IN THE MATTER OF RATIFYING THE
) TENTATIVE AGREEMENT BETWEEN
) LANE COUNTY AND ADMINISTRATIVE
) PROFESSIONAL ASSOCIATION OF LANE
) COUNTY PUBLIC WORKS, INC.

WHEREAS, a tentative agreement has been reached between Lane County's bargaining team and Administrative Professional Association of Lane County Public Works, Inc.; and

WHEREAS, the agreement is consistent with the guidelines set forth by the Board of County Commissioners.

IT IS NOW HEREBY ORDERED that the tentative agreement (per attached summary) between Lane County and Administrative Professional Association of Lane County Public Works, Inc. be ratified and

IT IS FURTHER ORDERED that the County Administrator and the County's bargaining team be authorized to execute the revised agreement on behalf of the County.

DATED this ____ day of July, 2004.

Bobby Green, Sr., Chair
Lane County Board of County Commissioners

APPROVED AS TO FORM
Date 7/22/04 lane county
Terese Smith
OFFICE OF LEGAL COUNSEL

SUMMARY

CHANGES TO ADMIN-PRO LABOR AGREEMENT

Art X-Wages

2% COLA, effective July 1, 2004 and a 2% COLA, effective July 1, 2005.

Reduce pay steps from 12 to 10, effective July 1, 2004.

Add provision for County to pay ½ % (.5%) of employee's wage into County's deferred compensation program, effective July 1, 2004.

Art IX-Hours of Work and Overtime

For exempt employees, change compensatory time off to overtime pay.

Art XII-Insurance and Related

Maintain health insurance savings in effect for FY2003-2004 for life of the contract.

IN THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.

) IN THE MATTER OF APPROVING THE
) COST OF LIVING ADJUSTMENT FOR THE
) LANE COUNTY PROSECUTING
) ATTORNEY'S ASSOCIATION

WHEREAS, the Agreement between Lane County and the Lane County Prosecuting Attorneys' Association provides for a cost of living adjustment (COLA) and

WHEREAS, the COLA is based on the COLA for other units and is consistent with the guidelines set forth by the Board of County Commissioners.

IT IS NOW HEREBY ORDERED that the COLA (per attached summary) for the Lane County Prosecuting Attorneys' Association be approved and

IT IS FURTHER ORDERED that the County Administrator and the County's bargaining team be authorized to implement the COLA on behalf of the County.

DATED this ____ day of July, 2004.

Bobby Green, Sr., Chair
Lane County Board of County Commissioners

APPROVED AS TO FORM

Date 7/22/04 Lane County


OFFICE OF LEGAL COUNSEL

SUMMARY

CHANGES TO PAA LABOR AGREEMENT

Art II-Wages

2 % COLA, effective July 1, 2004.