

CITIZENS' COMMISSION ON SALARIES

MEETING OF JANUARY 19, 2021

The Citizens' Commission on Salaries met on January 19, 2021 commencing at 5:30 PM. The meeting was conducted by ZOOM technology. The meeting was conducted by Tim Hansen, HR Director. In attendance on behalf of Spokane County HR Department were Ashley Cameron, HR Director and Randy Withrow, HR Manager. Note both Mr. Hansen and Mr. Withrow will be retiring from County service at the end of January. Ms. Cameron is the newly hired HR Director succeeding Mr. Hansen.

In attendance as members of the Citizens' Commission were:

Randomly selected from Voter roles:

Dana Nash

April Croft

Debra Stewart

Keith Hamlin

Appointed by County Commissioners:

Jeff Martin (Labor)

Nancy Williams (Personnel)

Janae Ball (Legal)

Stephanie Curran (Business)

Absent were Dillan Gemmell and Tammy Bell both from the Voter roles.

Welcome to the participants was conducted by John Dickson, COO of Spokane County. John stressed the importance of the work of this Commission and thanked each person for their willingness to participate in the process.

Mr. Hansen then asked each member of the Commission to give an informational comment on their background and ask any questions they may have as we get the Commission started on their task.

Mr. Hansen gave a history of the Citizens' Commission and provided an Overview of the purpose of the work to be done. The role was explained and the process of setting the salaries of the County Commissioners and then recommending the salaries of the elected officials was discussed. There was an exchange of questions and answers as each member voiced a question on process and procedures. Each inquiry was responded to and the members acknowledged understanding.

The group then moved to elect a Chairperson and Vice-Chairperson. After some discussion and the appropriate motions and seconds, Janae Ball was elected as Chairperson and Jeff martin

was elected as Vice-Chairperson. Both accepted the position they were elected to by the majority.

Janae Ball then assumed the role of Chair of this meeting and the group adopted the proposed agenda (which we were halfway through) and adopted Robert's Rules of Order for the orderly conduct of the meetings.

Tim Hansen briefed the Commission on the legal responsibilities of the Commission and responded to several questions. The group acknowledged the responsibilities of the Commission and understood the impact of the decisions they would be making. The Open Meetings Act was discussed and the group was informed of the requirements of posting the meeting notice, how observers were handled and the requirement to publish an agenda for upcoming meetings.

The group then moved on to the compensation options up for discussion. The history was wage adjustments was discussed and questions were responded to regarding general wage increases granted to the County employees. Mr. Hansen and Mr. Withrow provided a historical perspective of the increases granted in 2017 and the issues faced when the Commissioners had not had any adjustment since 2006. They also presented information on the comparable counties used both in interest arbitration cases as well as the Commissions work of 2017 and 2019. It was noted the Commission considered the salaries of the elected in Benton and Franklin Counties. Some discussion was held regarding using western Washington counties and the issues of the cost of living on western Washington. The group supported evaluating the salaries in eastern Washington as well.

Chairperson Ball requested staff provide the group with County information regarding 2020 and 2021 Budget to Actual numbers for their review on the financial condition of the County considering the effects of the pandemic. Additionally, the group determined they would like the information on salaries from Kitsap, Clark, Pierce, Thurston, Benton and Yakima counties.

The group also requested the Clerk, Auditor, Assessor and Treasure be invited to their meeting to provide an overview of the responsibilities and duties of each of their respective position. A date was to be determine as they schedule their next sessions. It was then determined the next meeting of the Commission would be on January 26, 2021 commencing at 5:30 PM to review salary information from the counties listed above. A schedule was also set for a meeting on February 2, 2021 to start at 5:30 PM. These meetings will be conducted by ZOOM technology. It was also decided the invitation for the four elected officials will be for the meeting of February 2, 2021 to give those elected officials adequate notice to be able to attend the meeting.

There being no further business to come before the Commission, Chairperson Ball closed the meeting at 6:45 PM.

Respectfully submitted,

Randy Withrow

**SPOKANE COUNTY CITIZENS' COMMISSION
ON SALARIES**

District	Class	Last Name	First Name	Address	City	State	Zip	Phone	Email
Randomly Selected by Auditor									
1	2021	Nash	Dana	5213 N. Millview Drive	Spokane	WA	99212	509-270-2075	danashma@comcast.net
1	2023	Croft	April	6818 N. Howard St.	Spokane	WA	99208	509-671-7883	April.Croft@va.gov
2	2021	Stewart	Debra	1604 S. Lilac Lane	Liberty Lake	WA	99019	509-255-5806	debrawebbstewart@hotmail.com
2	2023	Gemmill	Dillian	9707 E Broadway Ave	Spokane Valley	WA	99206	??	??
3	2021	Hamlin	Keith	13909 N. Red Fir Lane	Nine Mile Falls	WA	99026	509-218-2667	Keiwham2@gmail.com
3	2023	Bell	Tammy	17402 S. Cardinal Road	Cheney	WA	99004	509-710-7839	tpsbell85@gmail.com
Appointed by BOCC									
"Labor"	2021	Martin	Jeff	10514 N. Iroquois Dr.	Spokane	WA	99208	509-710-9866	j_m@q.com
"Personnel"	2023	Williams	Nancy	STA, 1230 W. Boone Avenue	Spokane	WA	99201	509-325-6081	NWilliams@spokanetransit.com
"Legal"	2023	Ball	Janae	Randall Danskin, 601 W. Riverside Avenue, Ste. 1500	Spokane	WA	99201	509-747-2052	jmb@randalldanskin.com
"Business"	2023	Curran	Stephanie	Spokane Public Facilities District 720 W. Mallon Avenue	Spokane	WA	99201	509-279-7000	scurran@spokaneafd.org

SPOKANE COUNTY CITIZENS' COMMISSION ON SALARIES

January 19, 2021
5:30pm – 7:00pm

ZOOM information:

<https://us02web.zoom.us/j/88996341721?pwd=eINCNG9tNFkzaIAzYmpqUG8xQzNPZz09>

Meeting ID: 889 9634 1721

Passcode: 274260

AGENDA

1. Welcome – Gerry Gemmill & John Dickson
2. Introductions Tim Hansen
3. Overview of Purpose Tim Hansen
4. Selection of Chairperson and Vice-Chairperson Tim Hansen
5. Adoption of proposed agenda, Robert's Rules of Order Chairperson
6. Legal Responsibilities of the Commission Tim Hansen
7. Discussion on salary determination process(s) Tim Hansen
8. Selection of next meeting date(s), time Chairperson
9. Miscellaneous Chairperson
10. Close Chairperson

Overview of Purpose—Spokane County Citizens’ Commission on Salaries

Welcome to the Spokane County Citizens’ Commission on Salaries. Thank you for agreeing to participate in this important endeavor.

PURPOSE #1 (per Resolution 17-1081):

Use a citizen-based approach to determine salaries for the following elected positions:

- Board of County Commissioners

PURPOSE #2 (per Resolution 17-1081):

Use a citizen-based approach to recommend to the BOCC salaries for:

- Assessor
- Auditor
- Clerk
- Treasurer

The salary for the Assessor, Auditor, Clerk and Treasurer shall all be the same amount.

ROSTER OF CITIZENS’ COMMISSION

Ten total members:

- Six are randomly selected from voter rolls, two from each of the three districts
- Four are selected by the BOCC because they have experience in one of four areas: Organized Labor (Jeff Martin), Professional Personnel Management (Nancy Williams), Legal (Janae Ball) and Business (Stephanie Curran).

TERMS

Appointment is for four years. The Citizens’ Commission meets every two years. Your actions impact 2021 and 2022.

AUTHORITY

The BOCC has given the Citizens' Commission the authority to set salaries (as noted above) or recommend salary levels (as noted above). They have not determined how you are to do this, this is up to you. The Citizens' Commission may raise, lower or keep salaries at the same level.

The task of the Citizens' Commission is to determine what process(es) to follow to establish any changes in salaries.

HISTORY

The Citizens' Commission in 2017 reviewed several different approaches to setting salaries and finally recommended a 19 percent increase to the Board of County Commissioners' (BOCC) salary. This was based upon an average of Board of County Commissioner salaries from a number of other Washington state counties. The BOCC had not received a salary adjustment since 2006.

The Auditor, Assessor, Clerk and Treasurer's salary was previously based upon a formula of 95 percent of the salary of the BOCC. This formula is no longer mandated.

In 2019, the Citizens' Commission on Salaries decided to grant the Board of County Commissioners an increase of 3% in 2019 and 3% in 2020. The Commissioner's current salary is \$???? per year.

The Commission also recommended that the Assessor, Auditor, Clerk and Treasurer's salaries, which are equal to each other, remain at 95% of the Board of County Commissioners.

THE ROLE OF SPOKANE COUNTY HUMAN RESOURCES

Our role is to facilitate the process by:

- providing you with the information you request
- providing the logistics on your behalf for setting up meetings

Spokane County Citizens' Commission on Salaries

Compensation Options

- No change to current salaries
- Adjust by employee COLA amounts (2020-2%, 2021-0%)
- Adjust by using market average from other counties (adjusted for cost-of-living differences or straight average)
- Tie the compensation to the compensation of another position in the County