

ORANGE COUNTY MANAGERS ASSOCIATION (OCMA)
Minutes of May 16, 2007 Meeting
Board of Supervisors Planning Room, Hall of Administration, Santa Ana, CA

OBTAIN INFORMATION AT OUR WEB-SITE: www.ocma.info

Present: Board Members Dave Sankey, Sharron Gibson, Dana Ohanesian, Tony Bernard, and OCMA Executive Director Karen Davis, plus 65 Administrative Managers (sign-in sheets on file).

I. CALL TO ORDER

The meeting was called to order at 12:02 pm. Dave welcomed everyone and thanked managers for attending, then introduced the Board of Directors and Executive Director. Dave discussed the following issues:

- OCMA Membership Meeting location/dates: Today, attendees are in a new meeting location, the Board of Supervisors Planning Room; managers were asked to determine the desirability of the new meeting location and will vote at the end of the meeting as to your preference between this room and the Historic Courthouse.
- **Enhanced benefits will be offered to OCMA managers: Dave announced that the OCMA Board of Directors has approved an increased benefit to managers in regard to the FREE Personal Accident and Secure Travel evacuation service benefit offered to all dues paying members. The current benefit level of \$10,000 for individual/family will be increased to \$25,000 effective 6-1-07. This benefit will be automatically increased for all managers who have already completed the enrollment form for the primary benefit – you do not have to do anything else to receive this enhanced benefit.**
- Financial Planning Services: OCMA plans to provide members with FREE Financial Planning Services effective 7-1-07. The vendor (Joe Hagler Financial Services) is located in Orange County. Additional information on this new program will be provided soon.

II. APPROVAL OF MINUTES OF FEBRUARY 13, 2007 MEETING

The minutes from the February 13th meeting were presented for review and approval. Karen asked for a motion to approve the minutes, Joe called for approval of the minutes, seconded by Bill, and the motion was unanimously approved.

III. TREASURER'S REPORT

The Treasurers report was provided by Dana, who reported that a financial audit of OCMA funds had just been completed and that the OCMA funds, operations, and cash flow were determined to be in conformity with generally accepted accounting principles. The independent Auditors Report and Financial Statement is available for review in the OCMA Office and a copy can be provided to members, upon request. Also, a verbal report was provided regarding the placement of OCMA funds on deposit.

IV. COMMITTEE REPORTS

- **Membership:** Debra Lakin reported that OCMA currently has 694 dues paying members of approximately 964 total administrative managers (some retirees are still being counted in this tally).

V. 2007-10 OCMA CONTRACT HIGHLIGHTS

- Dave discussed the highlights of the managers new employment contract:
 - 3% general wage increase and salary range movement will be provided to all managers, effective 6-22-07, 6-20-08, and 6-19-09
 - 2 ½% Performance Pool will be established in 2007 and begin to be paid in 2008, this includes salary range movement also.
 - The 2007 2% salary increase will be paid to all managers who were at the top of the advertised range and did not get their increase in 2007.
 - Market/Equity reviews for managers will be considered in 2007, 2008, 2009.
 - The value of your three year contract is approximately \$ 20 million.
- Karen discussed the highlights of the new MOU changes:
 - Your 2007-10 MOU will contain updated language from 2005, 2006, 2007 contracts and will be posted on the OCMA web-site in approximately one month. Managers desiring a printed copy are welcome to contact Karen at the OCMA office web-site.
 - The major issues that are now included in the new MOU are your enhanced retirement benefit (2.7% at 55), the Management Appraisal Program (MAP), Retiree Medical Program changed, the enhanced vacation/annual leave of 90 hours and the enhanced annual Optional Benefit Program (OBP) of \$ 3,500.
 - Also, please remember that upon promotion, Managers negotiate their salary – the past 5 ½% on promotion is no longer included in the MOU. It is up to you to negotiate your new salary, based on the higher responsibilities and where you are placed within the organization.
- Karen discussed the Performance Pool progress:
 - Your new MOU requires OCMA and the County to begin discussion on the Pay for Performance Program (P4P) by August 2007.
 - We are well ahead of schedule, with meetings beginning as of April 2007.
 - The County formed a Steering Committee to research other P4P programs and to determine the pros and cons of such programs. This is the first phase of a three-phase program (phase I-research, phase II – program design, phase III – implementation/training).
 - OCMA will soon provide a survey to all managers requesting your thoughts on this issue.

VI. EQUITY/MARKET REVIEW REQUESTS

Karen indicated that the equity/market review is a two-prong process – requests will be made by OCMA and also by County Department Heads. Manager's requests are due to OCMA prior to 5-25-07. The County and OCMA will meet in early/mid June

to begin discussions on ALL requests submitted. The County will have 45 days thereafter to make final determinations.

VII. RETIREMENT ISSUES DISCUSSION

James Buck, OCERS, attended the meeting to discuss retirement planning. He referred the group to a web-site, www.ocers.org, that provides a great deal of information. He asked how many managers had their PIN number, and was disappointed that everyone in attendance did not – here’s how you get your number: In the upper right corner of the member information center, you can request a PIN number – this is a great tool for your use. Two key OCERS meeting were discussed:

1. Within a year of retirement you should attend the one-half day “nuts and bolts” Wednesday meeting to discuss retirement specifics.
2. The other meeting should be attended to plan for your retirement. This “financial strategies” three consecutive Wednesday evening meetings requires you to attend three separate meeting that is important for retirement planning purposes – these meetings should be attended early in your career. Sign-up information for both meetings can be obtained on the OCERS web-site.

VIII. OTHER ITEMS

It was determined by the members present at today’s meeting that future OCMA Membership Meetings will be held in the Board of Supervisors Planning Room, on Wednesdays.

IX. ADJOURNMENT

The membership was thanked for attending and the meeting was adjourned at 12:50 pm.