

ORANGE COUNTY MANAGERS ASSOCIATION (OCMA)

Minutes of July 30, 2008 Meeting - Board Planning Room, Hall of Adm., Santa Ana, CA

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

Present: Board Members Dave Sankey, Sharron Gibson Casler, Tony Bernard, Mark McDorman and OCMA Executive Director Karen Davis, plus 46 Administrative Managers (sign-ins on file).

I. CALL TO ORDER

The meeting was called to order at 12:03 pm. Dave welcomed everyone and thanked managers for attending.

- Health/Pension Consultant: Dave indicated that OCMA has been working for some time on hiring a consultant to review health and pension issues. We have finally hired Rael & Letson, a firm with a good reputation in this area, and they are slated to start work very soon. The cost is between \$ 50,000 and \$ 75,000 and will be split between OCMA and OCAA, who are partnering with us on this project. Our consultant will review the County contributions and the employee contributions for our retirement and ensure that the rates being contributed/needed are correct. The firm will also review the current Retiree Medical Grant program to ensure that the County is abiding by its agreement with us and will look at options that could replace the current program with a better plan that would be portable and be vested with the employee. A new plan could assist the County in reducing its unfunded liability in this regard. Lastly, the consultant will review our health plans to ensure that our plans are competitive with other similar County plans.
- Public Records Request: Many managers expressed concern that their names, classifications, and pay rates were being released to the Press by a public records request. None of us wanted this to occur, however release of this information is legal per the Government Code and Supreme Court decisions. In April all employee names, pay rates and classifications were released to the press, with the exception of 113 names which were redacted due to legal personal security issues. Thus far, we have seen nothing published in this regard; however, we have just been notified that the Register now alleges that the 113 names were withheld illegally – still the County does not plan to release them.
- Upcoming OCMA Election: Two Director positions will be up for election this year. If you are interested in running for the OCMA Board, nomination forms are due by 10-15-08. The election will be held in November at the membership meeting and the new term starts January 1, 2009. Forms will be provided upon request by Karen Davis at the OCMA office.
- Retirement Initiative: Dave announced that on 7-29-08 the Board of Supervisors passed by a 5-0 vote a proposed ordinance that will require voter approval for any future employee retirement benefit increases. It will be on the November 2008 ballot. Our attorney provided an opinion, which was shared with the Board of Supervisors prior to the vote, identifying prior court cases and policy concerns speaking against the proposed ordinance. OCMA, in coordination with OCAA, walked the Board floor requesting that they not approve the proposal and has since written a letter for ordinance clarification to HR/CEO/County Counsel.

Our three concerns were usurping the power of the Board by requiring voter approval for a prior negotiation issue, upcoming retiree medical grant modifications could be construed as an increase in retirement benefit – even though it could reduce County cost/unfunded liability, and this could eliminate any retirement future service credit incentives that the county has used in the past to downsize. We will await answers to our questions before considering options.

II. APPROVAL OF MINUTES OF APRIL 30, 2008 MEETING

The minutes from the April 30th meeting were presented for review and approval by Tony Bernard. Tony asked for a motion to approve the minutes, Michael Clark called for approval of the minutes, seconded by Debra Lakin, and the motion was unanimously approved.

III. TRESURER'S REPORT

A verbal Treasurers report was provided by Dave Sankey, identifying where OCMA funds were deposited and that the fund was solvent.

IV. COMMITTEE REPORTS

- **Membership:** Debra Lakin reported that OCMA currently has 800 dues paying members of approximately 1045 total administrative managers. Also, Debra reminded the membership that \$ 30 will be paid to any member who brings in a new OCMA dues paying member. She indicated that SSA membership committee member Joe Kiraly has retired and we need another volunteer to be on the committee.

V. GAS PRICE INCREASES – FLEX HOUR CONCERNS

Tony reported that OCMA has received many inquiries in regard to flex time for managers. He wanted to ensure the membership that even though we don't spend our time sending out the kind of communications that OCEA does, we are working behind the scenes on your behalf. Although you may not see many broadcast e-mails from us, we are there for you on any issue. We are working with Departments to enhance manager's flex time.

VI. DENTAL PLAN BENEFIT ENHANCEMENT UPDATE

Dave discussed the plan to enhance manager's dental benefits that was filed with the Board, then removed (off and on the Board's agenda a couple of times). Central Human Resources brought this plan forward and OCMA readily concurred (since this enhancement was not required by our contract). The plan would have increased your dental benefit from \$1,500 to \$2,000. Recently, the Board pulled the plan off the agenda, determining that it was not in the best fiscal interest of the County to provide this enhancement.

VII. NEW CATASTROPHIC LEAVE POLICY

Sharron explained the new Catastrophic Leave Program. Changes to the program were necessary to ensure that donors would not be taxed on their leave donations and to comply with federal law. The new tax exempt Catastrophic Leave Program can be

used for serious medical conditions and major disasters as defined by federal law. Employees requesting leave from this program will be required to sign a form stating that they or their eligible family member (defined the same as bereavement leave) have a serious medical condition (defined by the family medical leave act). Donations will be posted in 80 hour increments and if an employee has more donations than are needed, leave donations will be returned to the donors balances (on a first in – first out basis). The hours donated will be transferred on a straight hour to hour basis, and will no longer be on an hourly rate conversion schedule. Program leave requests will now be distributed countywide. Some catastrophic leave donations now can be taxable to the donor. Any donation request that is deemed taxable will be identified as such on the request form.

VIII. EQUITY REQUEST/REVIEW PROCESS

Karen announced that phase II of the 2008 Equity Review process will begin on 8-4-08, with requests due no later than 9-4-08. There is \$175,000 remaining in the equity fund to be distributed in this second process. All managers who believe an equity salary increase is justified may submit their requests to OCMA, with the exception of those managers who received an equity adjustment in phase I of 2008, or managers who are on probation as of 9-4-08. The equity request format is posted on the OCMA web-site (www.ocma.info), click forms and download equity request format, complete and return the request with the other defined/required material before 9-4-08. Also, there will be two more equity review processes in 2009.

IX. PAY FOR PERFORMANCE STATUS

Karen reminded managers that by the end of July 2008, each manager should have met with their supervisor for their mid-year Pay For Performance (P4P) review. At this time discuss progress toward achieving your goals, your performance in regard to core competencies, and sign the P4P form documenting this meeting. Also, the County is offering voluntary training entitled “P4P Toolkit” which will provide tools supporting the effective execution of P4P, including helping to define the competency elements, tips on giving performance feedback, and review of the key elements of P4P. To sign up for this training go to the Online Training Registration site located at <http://olt.ocgov.com> and select P4P “Toolkit” under Class Type or Class Name. If you don’t see a date/time that works for you, please send your name and e-mail address to P4PToolkitWaitList@ocgov.com so you can be placed on a waiting list for additional classes.

X. APPROVAL OF BY-LAWS

Karen reviewed the proposed By-Law changes that have been posted on the web-site for the past two weeks and were distributed in hard copy at today’s meeting. After a group discussion and one suggested modification, William Norsetter offered a motion to approve the new by-laws, seconded by Sandy Corder, and the new by-laws were approved unanimously – they will be posted on the web-site this week.

XI. ADJOURNMENT

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