



## JOINT PERSONNEL & BENEFITS AND BOARD OF TRUSTEES MEETING

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Wednesday, September 27, 2023, at 7:30 a.m.  
Memorandum

Mr. Kimbell called the meeting to order at 7:30 AM

### **ROLL CALL**

Members Present: Committee Chair Jeff Kimbell, members Eric Hand. Others in attendance were Board member Michael McDonald, Utility Director Andrew Williams, and Controller Cindy Sheeks. Mr. Ryerson was not present during the roll call.

### **PUBLIC COMMENT**

There was no one present from the public.

### **SAFETY REPORT**

Mr. Williams said TriCo has gone over 600 days with no lost time accidents. Staff members participated in the IWEA Safety Committee meeting. TriCo won the Excellence in Safety award again in 2023.

### **PART TIME LABORER POSITION**

Mr. Kimbell asked the Committee members if they had reviewed the memo regarding the request. They said they had. Mr. Kimbell said the proposal sounds reasonable to him and he is in support of the addition. Mr. Hand asked for clarification on the 20 hour a week schedule and if that is for five days a week. Mr. Williams said yes, it would be for five days a week. It would be the same schedule the cleaning crew had previously. About four hours a night, five nights a week. Mr. Kimbell asked if the cost for a part-time employee would be around the same as what TriCo was paying the cleaning company. Mr. Williams said it would. Mr. Williams said costs will be reallocated from Building Services where the payments for the cleaning company came from into wages if it gets approved. Mr. Kimbell asked if a part-time employee would get benefits. Mr. Williams said they would not. Mr. Williams said there is some interest in the job from someone TriCo is familiar with. They have already applied in hopes the position gets approved. Mr. Williams said if approved, the job opening will be posted on the website to see if there is any other interest as well. The Committee will recommend the Board of Trustees approve a part-time laborer position.

### **2024 HOLIDAY SCHEDULE**

Mr. Williams said the Holiday schedule is the same as in prior years. Thirteen total holidays; ten set and three floating. The Committee will recommend the Board of Trustees approve the proposed 2024 holiday schedule.

## **2024 SALARY RANGE ADJUSTMENT**

Mr. Williams said the memo provided details on the CPI, inflation and what surrounding cities have proposed for pay adjustments for 2024. Mr. Kimbell said a range adjustment is a base increase for all the steps. The concept has been to make the base increase largely reflective of inflation, then step increases would be on top of a range adjustment to the whole salary scale. The Committee discussed current inflation. Mr. Kimbell said what he has seen across the board proposed salary adjustments for 2024 are right around 4%. There was discussion among the Committee about the Step System and the range adjustment. Mr. Kimbell suggested the Committee recommend a 4.5% step increase to the salary ranges. The Committee will recommend the Budget and Finance Committee consider recommending the Board of Trustees approve a 4.5% increase to TriCo's step salary system in 2024.

## **2024 INSURANCE RATES**

Staff has not received insurance rate information at this time. Renewal rates are due around October 1, but Anthem is typically late in providing this information. Mr. Williams will notify the Committee when the renewal rate is received.

## **ADJOURNMENT**

The meeting adjourned at 8:35 a.m.

Respectfully Submitted,



Andrew Williams  
Utility Director