

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 6/23/2022

Weekly Agenda Date: 6/28/2022

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisors Ung and Taylor

WORDING FOR AGENDA ITEM:

Authorize Expense up to \$285,000 of ARPA Retention Pay to Increase Competitiveness of Jailer Pay, Increase Jail Head Administrator Pay by \$11,218.54 from Sheriff's FY 23 Budget, and Direct HR and Supervisors Ung and Taylor to Craft MOU

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

This agenda item is in response to the official request on 02/03/2022 from the CWA Civilian Jailers union regarding wage action. For the last couple of weeks we have explored how to remain competitive and retain jailers, especially given the upcoming opening of the new Law Enforcement Center. Attached is a recommendation from our Human Resources Director, which studies comparable wages within a 50-mile radius and of counties with a similar population. We must balance this with the property tax burden and come up with a sound solution.

BACKGROUND:

Keep in mind that there remains existing provisions for additional pay such as differential. This action moves us into a highly competitive position given the benefits as well. Finally, this helps to balance the fact that wages and the accompanying property taxes are much more burdensome in Woodbury County than in many other similarly populated counties. This retention pay increase is not a final solution, but is intended as a bridge to the kind of revenue that can permanently fund the increase. There is a potential that these funds can be tapped in FY 24 for the same purpose, but as with any sound solution, we must monitor and gauge the effect first.

ARPA Final Rule, page 184:

"Retaining workers. Funds may be used to provide worker retention incentives, which are designed to persuade employees to remain with the employer as compared to other employment options. Recipients must be able to substantiate that the employees were likely to leave employment in the absence of the retention incentive and should document their assessment. For example, a recipient may determine that a retention bonus is necessary based on the presence of an alternative employment offer for an employee.

All worker retention incentives must be narrowly tailored to need and should not exceed incentives traditionally offered by the recipient or compensation that alternative employers may offer to compete for the employees. Further, because retention incentives are intended to provide additional incentive to remain with the employer, they must be entirely additive to an employee's regular rate of wages and other remuneration and may not be used to reduce or substitute for an employee's normal earnings."

FINANCIAL IMPACT:

This will have no impact to property taxpayers as the increase for FY 23 will be paid from ARPA and the jail administration pay will be absorbed in the Sheriff's FY 23 budget. This retention is critical to ensure a fully staffed jail as well as the retention of a high-quality administrator.

We have vetted these items both together, with our Human Resources Director, Budget Analyst, and the County Attorney's office to ensure that we stand upon solid legal and fiduciary ground.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

(see below)

ACTION REQUIRED / PROPOSED MOTION:

Authorize expense up to \$285,000 of ARPA Retention Pay to increase competitiveness of jailer pay, increase jail head administrator pay by \$11,218.54 from Sheriff's FY 23 budget, and direct HR and Supervisors Ung and Taylor to craft a Memorandum of Understanding to address correctional officer wages

**WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT**

MEMORANDUM

TO: Board of Supervisors

FROM: Melissa Thomas Human Resources Director

RE: Civilian Jailer Contract MOU

DATE: June 23, 2022

Human Resources is calling for a Memorandum of Understanding regarding an 8% wage increase for the Civilian Officers' CWA 7177 union contract. This wage increase would be after the 2.75% negotiated increase for FY 22 and would bring the contracted amounts to:

3rd Class \$23.33
2nd Class \$24.28
1st Class \$25.26
Senior \$28.00
Master \$31.26
Sergeant \$34.57

The negotiated raise of 2.75% would then be added to these rates for FY 23/24 wages.

Comparable wages that were used within a close proximity were Dakota, Sioux, Cherokee, Union and Plymouth counties. Average wages in those counties were minimum \$19.54 to maximum \$22.47. Comparable counties used outside of the area were Dallas, Pottawattamie, Story and Blackhawk. These counties are at an average low to high wage of \$24.05-\$31.38. Though Woodbury County's starting wage will be slightly lower, the mean rate would be equal and, in some instances, slightly higher than other counties.

The total of the increase, including IPERS and SSI, would be approximately \$285,000.

Also, I would recommend an increase of wages for the Civilian Captain position to a rate of \$96,000 annually due to Captain's Harlowe's increase of responsibility.