

MEMORANDUM

TO: HACSA Board of Commissioners
FROM: Dorothy Cummings
AGENDA ITEM TITLE: ORDER/RESOLUTION/In the Matter of Amending the Agency's Personnel Policy to Include Changes Made to the Collective Bargaining Agreement.
AGENDA DATE: January 18, 2006

I MOTION

IT IS MOVED THAT THE ORDER/RESOLUTION BE APPROVED WHICH AMENDS THE AGENCY'S PERSONNEL POLICY TO INCLUDE CHANGES MADE TO THE COLLECTIVE BARGAINING AGREEMENT.

II ISSUE

Amendment of the Personnel Policy to include changes made to the Collective Bargaining Agreement.

III DISCUSSION

A. Background/Analysis

The Agency has just completed negotiations with AFSCME Local 3267 and made changes to the benefits sections of the Collective Bargaining Agreement. Since the Agency's intent is to have those changes apply to both bargaining unit and excluded employees, the Personnel Policy must be amended. The changes included the following:

1. Increase health insurance deductibles from \$75 to \$125 per person and increase prescription deductible from 0 to \$100 per person. Increase the office visit co-pay for managed care from \$10 to \$20 per visit.
2. Add a new section to fringe benefits that allows an employee who has double coverage to opt out of the Agency's health insurance plan. Employees who elect not to be covered under the Agency's plan will have \$300 per month contributed to their retirement account. This would save the Agency about \$700 per month per employee who opts out.
3. Increase the time period required before the Agency pays supplemental sick leave benefits. Under the rules, the Agency compensates employees if a

non occupational injury or illness exceeds 40 hours. Under the new rules the Agency will phase in an increase: 1st year – 54 hours, 2nd year – 66 hours, 3rd year – 80 hours.

B. Recommendation

Approval of the accompanying Board Order.

C. Timing

Upon approval by the Board, the changes to the Personnel Policy will go into effect immediately.

IV IMPLEMENTATION/FOLLOW-UP

Same as item III C.

**IN THE BOARD OF COMMISSIONERS OF THE HOUSING AND COMMUNITY
SERVICES AGENCY OF LANE COUNTY OREGON**

ORDER NO.

**)In the Matter of Amending the
)Agency's Personnel Policy to
)Include Changes Made to the
)Collective Bargaining Agreement**

WHEREAS, It is necessary to amend the Agency's Personnel Policy to reflect changes made to the Collective Bargaining Agreement; and

WHEREAS, the Agency wishes to amend the Personnel Policy to reflect those changes; NOW THEREFORE, IT IS HEREBY

RESOLVED AND ORDERED that upon approval of this Board Order, the Agency's Personnel Policy be amended to include the following changes:

- 1 Increase health insurance deductible from \$75 to \$100 per person.
- 2 Increase prescription deductible from \$0 to \$100 per person
- 3 Increase office visit co-pay for managed care from \$10 to \$20 per visit.
- 4 Increase the time period required before the Agency pays supplemental sick leave benefits over a three year period. First year – 54 hours, second year – 66 hours, third year – 80 hours.

DATED this _____ day of _____, 2006

Chairperson, HACSA Board of Commissioners

APPROVED AS TO FORM

Date 1/12/06 _____ Lane County

[Signature]
OFFICE OF LEGAL COUNSEL

**In the Matter of Amending the Agency's Personnel Policy to Include Changes
Made to the Collective Bargaining Agreement**