



Citizens' Commission on Salaries for Elected Officials
MINUTES
(Approved)

Wednesday, April 24, 2019
Fawcett Building, Pine Conference Room
950 Fawcett Avenue
Tacoma, WA 98402

Commission Members Present: Steven Howard, Tim Madden, Patty Rose, Theresa Garl, Julie Sweeney, Orval Warren, Doreen Wymore.

Commission Members Absent: Deidre Puffer (excused)

Others in Attendance: Kathie Lybecker (Classification and Compensation Manager), Denise Booth (Compensation and Classification Analyst), Christina Roberts (Assistant Director), and Jim Dickman (Budget Manager).

Call to Order: Commission Chair, Patty Rose, called the meeting to order at 5:50 pm.

Commission Chair, Patty Rose shared with the board, Beckie Krantz (former board member) passed away November 18, 2018. Commission Chair noted Harold McNeal drafted a nice letter expressing condolences, which she signed.

Quorum: A quorum was present.

Minutes: The July 25, 2018, minutes were unanimously approved.

[**Moved:** Warren | **Seconded:** Sweeney]

Election of 2019 Officers (Chair and Vice-Chair):

Commission Chair called for nominations.

Nominations: Patty Rose, Chair and Tim Madden, Vice Chair

[**Moved:** Warren | **Seconded:** Howard]

Update on action taken by Council on 2018 recommendation: Kathie Lybecker provided an update. County Council approved the Commission's recommended 2019 salary increase for the elected officials of 2.5%.

Presentation and overview of biennial budget process and timelines: Jim Dickman, Pierce County Budget Manager provided the Commission with a handout entitled 2020-2021 Biennial Budget. Jim explained the history behind the biennial budget, noting the change to the County Charter was approved in November 2018 by the citizens. Jim further explained the advantages for a biennial budget including the budget process, biennial budget calendar and process change items for the Citizens Commission to consider. There was discussion regarding the information provided by Mr. Dickman, State law, the Washington State budget process and other types of budgets.

Review of Commission duties: Kathie Lybecker, Classification and Compensation Manager reviewed the PC Citizens Commission on Salaries for Elected Officials Process & Procedures. Kathie explained the objective, duties and responsibilities of a Commissioner and the role of staff.

Rules of Procedure: Ms. Lybecker reviewed the proposed changes to the Rules of Procedure. There was discussion regarding the Commission's timeline. The Commission determined they would make their recommendation to the Pierce County Council no later than August 7th of each year.

Chair Rose called for motion to approve the proposed changes to the Rules of Procedure.

[**Moved:** Warren | **Seconded:** Sweeney]

Set meeting dates for 2019: The meeting schedule for 2019 was adopted.

Ms. Lybecker asked if the Commission would like staff to provide the same information regarding economic factors, comparable jurisdictions and COLA information. The Commission agreed. The Commission also agreed that it would be beneficial to hear from the elected officials. The following questions were suggested:

- What are the 5 Key responsibilities of your position and have they changed since elected?
- Is the salary for your second in command fair?
- What is the favorite part of your job? What do you enjoy the most?
- What changes have you made within your role over the last year? What do we have to look forward to from your office?
- If you could write your job description, what would it say? Would you add or delete anything?

Public Testimony: There was no public testimony.

Good of the order: None.

Adjournment: The meeting was adjourned at 6:45 p.m.