



Montana Association of Counties

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**MACo Board of Directors (MACo)
MACo Health Care Trust Trustees (HCT)
MACo Property & Casualty Trust Trustees (PCT)
MACo Workers Compensation Trust Trustees (WCT)
Wednesday, June 20, 2018
Helena, MT
12:00 P.M.**

MINUTES

- FY 19 Salary Adjustments:** Executive Director Bryson reviewed last year's meeting where the market analysis was presented, and the pay matrix was adopted. The preliminary budget funds all positions on the matrix at mid-point, without a COLA adjustment. The budget request is to provide all staff with a 2.1% COLA adjustment. The adjustment will be applied to the matrix.

Discussion was held regarding offering a cent per hour increase, rather than a percentage as it continues disparity between higher and lower paid employees. Executive Director Bryson noted that the market survey conducted and implemented last year adjusted everyone's salary according to their position descriptions. While a cent per hour adjustment could be done, it would be difficult to apply it to the matrix.

MACo: Commissioner Hendrickson moved and Commissioner MacDonald seconded to approve a 2.1% salary increase for all staff. Motion carried unanimously.

HCT: Trustee Krausz moved and Trustee Collins seconded to approve a 2.1% salary increase for all staff. Motion carried unanimously.

PCT: Trustee Strauf moved and Trustee Seilstad seconded to approve a 2.1% salary increase for all staff. Motion carried unanimously.

WCT: Trustee McGinley moved and Trustee Gorder seconded to approve a 2.1% salary increase for all staff. Motion carried unanimously.

- FY 19 Pooled Investment Fees:** Finance Director Johnson reviewed the actions last year that established the Pooled Investment Fees paid to MACo by the Trusts as a percentage of the cash and investments of the prior December 31. She reported that at last year's meeting, .10% was approved for FY 17 and .15% for FY 18.

MACo: Commissioner Devlin moved and Commissioner Rice seconded to approve the Pooled Investment Fees for FY 19 at .15% of cash and investments as of December 31, 2017. Motion carried unanimously.

HCT: Trustee Barron moved and Trustee Krausz seconded to approve the Pooled Investment Fees for FY 19 at .15% of cash and investments as of December 31, 2017. Motion carried unanimously.

PCT: Trustee Strauf moved, and Trustee Barron seconded to approve the Pooled Investment Fees for FY 19 at .15% of cash and investments as of December 31, 2017. Motion carried unanimously.

WCT: Trustee Devlin moved, and Trustee McGinley seconded to approve the Pooled Investment Fees for FY 19 at .15% of cash and investments as of December 31, 2017. Motion carried unanimously.

3. **FY 19 Designated Funds – HCT:** Associate Director Wood reported that approval of the FY 19 Designated Funds was missed during the preliminary budget review. She requested that \$16,854 be designated to Auto Reserves for FY 19.

Trustee Barron moved, and Trustee Collins seconded to allocate \$16,854 for FY 19 to the designated Auto Reserves for FY 19. Motion carried unanimously.

4. **FY 19 Succession Planning Designated Funds:** Executive Director Bryson reported that he is not requesting any additional funds be added to the Succession Planning Designated funds. The funds were designated to assist with the transition of a new Executive Director. He feels that is being accomplished with the addition of the Field Services Director, whose expenses will be paid from the Succession Planning designated funds. Once those funds are expended, he will ask for funds as needed for replacement and recruitment/retention of key management personnel.

MACo: Commissioner Seilstad moved and Commissioner Lee seconded to not designate additional funds into the Succession Planning reserves. Motion carried unanimously.

HCT: Trustee Barron moved and Trustee Collins seconded to not designate additional funds into the Succession Planning reserves. Motion carried unanimously.

PCT: Trustee Seilstad moved and Trustee Barron seconded to not designate additional funds into the Succession Planning reserves. Motion carried unanimously.

WCT: Trustee McGinley moved and Trustee Devlin seconded to not designate additional funds into the Succession Planning reserves. Motion carried unanimously.

5. **FY 19 Lease Agreements for HCT Space:**

- a. **Building I:** Associate Director Wood reported that the lease is at the same amount as previously, at \$21 per square foot. Commissioner Seilstad questioned why the rate has stayed the same and why a CPI is not added annually. Associate Director Wood reported that historically, former Executive Director Blattie annually contacted the state to see what their lease rates were to establish the rate. That was not done this year due to his retirement, and new Executive Director Bryson wished to keep things the same for now and that would allow time for a discussion regarding a modified rate over the next year. Commissioner Seilstad noted he would support the motion but would like a CPI rate adjustment for future lease agreements.

MACo: Commissioner Macdonald moved and Commissioner Rice seconded to approve the Building I Lease Agreement for HCT space at \$21 per square foot. Motion carried unanimously.

HCT: Trustee Krausz moved and Trustee Barron seconded to approve the Building I Lease Agreement for HCT space at \$21 per square foot. Motion carried unanimously.

PCT: Trustee Barron moved and Trustee Strauf seconded to approve the Building I Lease Agreement for HCT space at \$21 per square foot. Motion carried unanimously.

WCT: Trustee Gorder moved and Trustee Devlin seconded to approve the Building I Lease Agreement for HCT space at \$21 per square foot. Motion carried unanimously.

b. Building II:

MACo: Commissioner Ostlund moved and Commissioner Hendrickson seconded to approve the Building II Lease Agreement for HCT space at \$21 per square foot. Motion carried unanimously.

PCT: Trustee Seilstad moved and Trustee Strouf seconded to approve the Building II Lease Agreement for HCT space at \$21 per square foot. Motion carried unanimously.

WCT: Trustee McGinley moved, and Trustee Devlin seconded to approve the Building II Lease Agreement for HCT space at \$21 per square foot. Motion carried unanimously.

- 6. 19 Final Budget Adoption - MACo:** Commissioner Devlin moved, and Commissioner Rice seconded to adopt the MACo FY 19 budget of \$720,581.00. Motion carried unanimously.

7. FY 19 Budget and MACo Service Agreements:

HCT: Trustee Barron moved, and Trustee Collins seconded to approve the FY 19 Budget and MACo/HCT Service Agreement in the amount of \$1,318,589.00. Motion carried unanimously.

PCT: Trustee Strouf moved and Trustee Barron seconded to approve the FY 19 Budget and MACo/PCT Service Agreement in the amount of \$2,605,721.00. Motion carried unanimously.

WCT: Trustee Devlin moved and Trustee Gorder seconded to approve the FY 19 Budget and MACo/WCT Service Agreement in the amount of \$1,342,412.00. Motion carried unanimously.

- 8. FY 19 HCT/PCT/WCT Service Agreements:** Commissioner Devlin moved and Commissioner Hunthausen seconded to approve the HCT/PCT/WCT FY 19 Service Agreements. Motion carried unanimously.

9. Other discussion items:

- a. White House Tour:** Commissioner McGinley requested that information on a hotel be distributed to the membership as soon as possible.
- b. Sheriff's – Contract Signature Authority:** Commissioner Seilstad reported that he has received information that the Sheriff's Association is considering bringing legislation to give them the authority to sign contracts. President Barron noted that currently, Sheriff's may only sign contracts that are for one year and within budget authority. Executive Director Bryson reported that a Public Safety Coalition has been meeting to discuss legislative proposals, and that issue has not been presented but he will keep an eye out for it.

There being no further business, the meeting adjourned at 12:49 p.m.

Approved this 16th day of September 2018.

Bill Barron, MACo President

Eric Bryson, MACo Executive Director

Executive Committee

- Bill Barron, President
- Jim Hart, 1st Vice President
- Shane Gorder, 2nd Vice President
- Todd Devlin, Immed. Past President
- Mike McGinley, Fiscal Officer
- Andy Hunthausen, Urban Representative

Past Presidents

- Maureen Davey
- Joe Briggs
- Greg Chilcott
- John Ostlund
- Carl Seilstad
- Carol Brooker
- Bob Mullen

District Chairs

- Gary Macdonald, District #1
- Janet Wolff, District #2
- Bob Lee, District #3
- Larry Hendrickson, District #4
- Ron Ostberg, District #5
- Nicole Borner, District #6
- Bill Wallace, District #7
- Susan Good Geise, District #8
- Steve White, District #9
- Tony Cox, District #10
- Jeff Burrows, District #11
- Tom Rice, District #12

Association Representatives

- Leo Gallagher, County Attorneys
- Ruth Baker, Clerk & Recorders
- Elizabeth Ball, Clerks of Court
- Valerie Hornsveld, Clerks of Court
- Vacant, Coroners
- Linda Cantin, Magistrates
- Brian Gootkin, Sheriffs & Peace Officers
- Sandy Christensen, Treasurers
- Susan Beley, School Superintendents

WCT

- Bill Barron, Chair
- Jim Hart
- Shane Gorder
- Todd Devlin
- Mike McGinley
- Greg Chilcott
- Eric Bryson

PCT

- Richard Dunbar, Chair
- Greg Chilcott, Vice Chair
- Carl Seilstad
- Jason Strouf
- Bill Barron
- Jim Hart
- Eric Bryson

HCT

- Mike McGinley, Chair
- Kevin Krausz, Vice Chair
- Tom Berry
- Jerry Collins
- Bill Barron
- Joe Briggs
- Eric Bryson

Others present: Eric Bryson, MACo Executive Director; Sheryl Wood, MACo Associate Director; Brian Hopkins, MACo General Counsel; McKenzie McCarthy, MACo Associate General Counsel; Kathy Johnson MACo Finance Director; Sara McGowan, MACo Accounting Technician II; Jerry Spears, MACo Trust Operations Director; Dave Payne, MACo PCT-WCT Claims Administrator; Shantil Siaperas, MACo Communications Director; Shannon Shanholtzer, MACo PCT-WCT Trust Administrator.