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## HYBRID SPECIAL BHA MINUTES

### MINUTES OF THE HYBRID SPECIAL MEETING OF THE BOARD OF COMMISSIONERS OF BREMERTON HOUSING AUTHORITY (BHA) HELD AT 3:30 PM ON OCTOBER 6, 2022.

1. **CALL TO ORDER:** Meeting was called to order at 3:34 p.m.

2. **ROLL CALL:**

**Present:**

Chair Jeff Flood	Commissioner Ryan Burton
Vice Chair Jaime Forsyth	Commissioner Joan Hanten

**Excused:**

Commissioner Bo Palmer

**Absent:**

Commissioner Andre Henderson

**BHA Staff Present:**

Carlita Mendez	Acting Executive Director
Sherman Enstrom	Finance Director
Andi Reed	Housing Director
Paula Kennedy	Human Resources Manager
Ron Packer	Accounting Operations Manager
Tim Schanne	CMS Assistant Director
Junie Tudela	CMS Contracts Manager
Lorna Camacho	Minute Taker/Office Manager/Executive Assistant

3. **PUBLIC COMMENTS:** None

4. **CHAIR COMMENTS:** Thank you for taking the time to be at today's meeting.

5. **COMMISSIONER COMMENTS:** Commissioner Hanten announced at the regular board meeting information will be shared regarding an award that the Authority was awarded in Spokane, WA.

6. **PERSONNEL ACTIONS:** Comments by Mrs. Mendez

6.1 Resolution B22-29 Office and Professional Employees International Union (OPEIU) Collective Bargaining Agreement (CBA)

The OPEIU voted to approve the CBA contingent on approval from the BHA Board of Commissioners. The two primary CBA changes include the following:

- Compensation plan changed consisting of adding three additional grade steps which will widen the salary range to retain long term employees who are reaching the top of their pay grade.
- For FY 2023 OPEIU employees will receive a 5.5% cost of living increase. Each year thereafter (through September 30, 2025), the wages will reflect a percentage increase that is no less than 1.5% and no greater than 5% based on the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W).

The FY 2023 approved budget has sufficient capacity to cover the financial impacts of the terms in the CBA.. Management is recommending Board approve the OPEIU CBA as presented.

- ☞ **Chair Flood called for motion to approve Resolution B22-29 approving a renewed OPEIU Collective Bargaining Agreement for October 1, 2022, through September 30, 2025 as presented. Commissioner Hanten moved for approval of motion. Commissioner Burton seconded motion. Chair Flood called for question. None opposed. Motion carried.**

#### 6.2 Resolution B22-30 Unbudgeted Expenditures for Non-Union Wages Increase for FY 2023

As negotiated in the OPEIU renewal, OPEIU is receiving a COLA increase of 5.5%. Our FY 2023 budget plans for a 3.5% COLA increase for non-union staff. We would like to give equitable pay increases of 2% for non-union staff. The 2% will not cover the Executive Director's position. We are also bringing forth this request to entice non-union staff from unionizing. The additional 2% does exceed what was approved in the FY 2023 budget. 2% will cost \$107,488. OPEIU is our largest union. OPEIU members total 38 employees, and we have a total of 52 non-union employees.

We understand that this is an unbudgeted amount for wages, and we are being mindful to delay hires for current open positions to assist with the unplanned expenditure. Inflation rate is another reason behind this request. The June's CPI-W inflation rate is 9.5%, so our 5.5% COLA is less than the CPI-W. This request is for the FY 2023 only.

A brief discussion was held regarding the compensation study. Our agency is in the middle of conducting a compensation study, but the study is being conducted for all positions. Results from the study expected sometime in January. Based on the results of the compensation study Authority may be looking at another adjustment. Mr. Packer stated that Ms. Stanton did include funds in the FY 2023 budget for adjustments after the study was completed.

- ☞ **Chair Flood called for motion to approve Resolution B22-30 approving an additional 2% wage increase for FY 2023 for non-union employees as presented. Vice Chair Forsyth moved for approval of motion. Commissioner Burton seconded motion. Chair Flood called for question. Commissioner Hanten opposed. Motion carried.**

#### 7. ADJOURNMENT: There being no further business, the meeting was adjourned at 3:51 p.m.

  
Executive Secretary

  
Chairperson of the Board

SEAL

