PIMA COUNTY BOARD OF SUPERVISORS



33 N. STONE AVENUE, FLOOR 11 TUCSON, ARIZONA 85701

> TELEPHONE 520-724-8094 E-MAIL: district4@pima.gov

MEMORANDUM

DATE:

May 12, 2022

TO:

Melissa Manriquez

Clerk of the Board

FROM:

Steve Christy

District 4 Supervis

SUBJECT:

Agenda Addendum Item

Please place the following item on the Addendum to the Agenda for the Board of Supervisors meeting of May 17, 2022:

BOARD OF SUPERVISORS

COVID-19 Premium Payments

Discussion/Direction/Action regarding the incentive payments made during the pandemic in 2021 to certain employees within "Central Administrative Services and the County Administrator's Office", as discussed in the County Administrator's memorandum dated May 10, 2022. Discussion to include, but not be limited to, the criteria used for employee selection and in determining amounts paid. (District 4)

Thank you.



MEMORANDUM

Date: May 10, 2022

To:

The Honorable Chair and Members

Pima County Board of Supervisors

From: Jan Lesker

County Administrator

Re: Premium Pay

The Board has been asked questions about the COVID premium pay provided to some employees in Central Administration. Attached please find the Memorandum recommending such pay for 19 employees, which was approved in April 2021.

JKL/anc

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer, Health and Community Services Cathy Bohland, Director, Human Resources Michelle Campagne, Director, Finance and Risk Management Regina Kelly, Director, Grants Management and Innovation Office



MEMORANDUM

Date: April 7, 2021

To: C.H. Huckelberry

County Administrator

From: Jan Lesher

Chief Deputy County Administrator

Re: Request for Premium Pay for County Personnel

Subtitle M, Section 9901 of the American Rescue Plan Act of 2021 – Coronavirus State and Local Fiscal Recovery Funds notes that Premium Pay may be designated to pay eligible workers who are performing essential work during the COVID-19 public health emergency. The Act allows for the payment of such for the period of from March 3, 2021 through June 30, 2021.

Currently, premium pay has been approved for some Health Department employees who have a significant role in the distribution of vaccine. It is difficult to overestimate the amount of time and energy committed to the pandemic response by Health Department employees. Clearly, these individuals are part of the operations of critical infrastructure defined in as eligible works in the American Rescue Plan.

It is important to note, however, that 'eligible workers' includes workers who are "needed to maintain continuity of operations of essential critical infrastructure". The County's response to the pandemic would not be possible if the Health Department were not supported by individuals within Central Administrative Services and the County Administrator's Office.

To ensure the necessary continuity of operations, I am recommending that the following individuals be provided premium pay in according with the table provided for a period of 10 weeks, effective with the Pay Period beginning April 11, 2021 and ending with the Pay Period ending June 19, 2021.

Mr. Chuck Huckelberry

Re: Request for Premium Pay for County Personnel

April 7, 2021

Page 2

			Per Wk	10 Wks		
Bohland	Cathy	Human Resources	520	\$	5,200	
Campagne	Michelle	Finance	520	\$	5,200	
Colon-Sisco	Amanda	County Administration	250	\$	2,500	
Correa	Sam	Finance	250	\$	2,500	
Evans	Mark	Communications	520	\$	5,200	
Fish	Amy	GMI	520	\$	5,200	
Gola	William	ITD	520	\$	5,200	
Hayes	Mark	ITD	520	\$	5,200	
Hunt	Dan	ITD	520	6	5,200	
Kelly	Regina	GMI	520	\$	5,200	
Komadina	Mary	Finance	520	\$	5,200	
Kruspig	Emily	Human Resources	520	\$	5,200	
Litton	Meredith	Finance	250	\$	2,500	
Morales	Dana	County Administration	520	\$	5,200	
Moulton	Ellen	ADG	520	- \$	5,200	
Padilla	Stella	County Administration	250	\$	2,500	
Parrish	Jason	Human Resources	250	\$	2,500	
Perez	Monica	County Administration	520	\$	5,200	
Welch	Andy	Finance	250	\$	2,500	

Approved	Disapproved

Chuck Huckleberry, County Administrator

4/7/21

C: Cathy Bohland, Director Human Resources Director Michelle Campagne, Director Finance & Risk Management Regina Kelly, Director Grants Management & Innovation

Bernadette Russell

From:

JoAnn diFilippo

Sent:

Monday, May 2, 2022 6:18 AM

To:

District1; DIST2; District3; District4; District5; Jan Lesher

Cc:

COB mail

Subject:

COVID INCENTIVE BONUS PAYMENTS for County Staff

Attachments: JDF R001855-042122 PR COVID PAY response.pdf

CAUTION: This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.

Supervisors:

Please be advised of the following Public Records Request information I received in response to my request. The information provided clearly identifies which department/job title received a COVID INCENTIVE BONUS PAYMENT during the pay periods of April 24, 2021 through June 19, 2021 and the amount of the payment. I asked the county to provide me a copy of the criteria used to determine eligibility for the subject payments. The county's response is indicated below in response to item 2: "there are no responsive documents." I asked who was responsible for approving these bonuses and the county's response: "Chuck Huckelberry."

Further, on Friday, April 29, 2022, at 4:55 pm, I received links from the county to two additional documents associated with this public records request:

- 1. August 16, 2021 BOS Memorandum titled, "COVID-19 Vaccination Incentives and Disincentives." This memo discusses the possibility of other options available to encourage employees to be vaccinated; and
- 2. October 22, 2021 memorandum from Chuck Huckelberry to the Supervisors titled, "Board of Supervisors action Regarding COVID-19 Incentives, Disincentives and Mandatory Vaccination for Employees Providing Services to Vulnerable Populations."

Please be advised that while these two memos may discuss options for providing various remuneration packages to county staff, both memos were distributed to the Board of Supervisors months <u>after the April-June 2021 Covid Incentive Bonuses were issued</u> to these select eleven county staff who are salaried, unclassified, and earners of well above \$100,000 per annum. The first memo was disseminated on August 16, 2021 nearly 60 days following the last COVID incentive bonus payment referenced herein; and the second memo was disseminated on October 22, 2021, again, a little over four (4) months or 120 days since the last COVID incentive bonus payment referenced herein. Therefore, it appears these two memoranda and the subject contents therein do not have any applicability to the April-June 2021 COVID incentive bonus payments, as both memos were disseminated well after the last pay period for the subject COVID INCENTIVE BONUS PAYMENTS. Furthermore, there is no reference to "retroactive" applicability to prior COVID INCENTIVE BONUS PAYMENTS in either subject memo.

I wanted to share this information with you as new information comes to light. Please note the home department for each employee who received a COVID INCENTIVE BONUS PAYMENT during this period of April-June 2021. Also, this is the fourth time I have brought these COVID INCENTIVEN BONUS PAYMENTS to your attention. You have failed in each instance to address the matter as to why and how these select salaried, unclassified, over \$100,000 P.A. earners received these substantial COVID INCENTIVE BONUS PAYMENTS while other departments and county employees working to provide services to vulnerable populations were denied equal COVID INCENTIVE BONUSES and/or status

CLERK'S NOTE: COPY TO SUPERVISORS COUNTY ADMINISTRAT

DATE 5-2-22

accorded as a First Responder. Please find a copy of my public records request and the county's response below. I have also attached a copy of the official county response.

Thank you.	
PUBLIC RECORDS REQUEST	~

April 26, 2022

Dr. JoAnn di Filippo

RE: Public Records R001855-042122 (Department of Finance & Risk Management Response) Describe the Record(s) Requested:

Please provide the following information: 1. Identify each salaried, unclassified county employee earning \$90,000 or more per annum who received a COVID INCENTIVE PAY/BONUS from the following departments: Administration, Human Resources, Finance, Grants Management & Innovation, and Communications. Please report information by individual job title (exclude any personally identifiable information), and also include the staff member's home department, and the total amount of COVID INCENTIVE PAY/BONUS paid to each individual job title for the pay periods ending: a. April 24, 2021 b. May 8, 2021 c. May 22, 2021 d. June 5, 2021 e. June 19, 2021 f. July 3, 2021 (if applicable) 2. Provide the criteria under which a determination was made to award COVID INCENTIVE PAY/BONUS to these identified staff. 3. Provide the name of the county representative who authorized the awarding of any COVID INCENTIVE PAY/BONUS to these identified staff. Thank you. JoAnn di Filippo, PhD

Department of Finance & Risk Management response to item 1:

Department	Eπιρίογεε Job Title	Description	Pay Period End Date 04/24/21	Pny Period End Date 05/08/21	Pay Period End Date 05/22/21	Pay Period End Date 06/05/21	Pay Period End Date 05/19/21		Total
County Administration	Chf Adm Asst to Cnty Admin UC	Covid Incentive Pay	1,040.00	1,040 00	1,040.00	1,040.00	1,040.00	\$	5, 2 00. 0 0
Communications	Communications & Graph Svs Dir	Covid Incentive Pay	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	\$	5,200.00
Finance & Risk Management	Finance Risk Mgmt Director	Covid Incentive Pay	1,040.00	1,040 00	1,040.00	1,040.00	4,040.00	\$	5,200.00
Finance & Risk Management	Finance Risk Ngmt Dep Dir	Coyld Incentive Pay	500.00	500.00	500.00	500.00	500.00	5	2,500.00
Finance & Risk Management	Finance Risk Mgmt Dep Dir	Govid Incentive Pay	500.00	500 00	500.00	500.00	500.00	\$	2,500.00
Finance & Risk Management	Finance Risk Mgml Dep Dir	Covid incentive Pay	500.00	500.00	500.00	500.00	500.00	\$	2,500.00
Finance & Risk Management	Admin Suppt Svs Mgr Unclas	Covid Incentive Pay	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	\$	5,200.00
Grants Management & Innovation	Deputy Director	Covid Incentive Pay	1,040.00	1,040 00	1,040.00	1,040.00	1,040.00	\$	5,200.00
Grants Management & Innovation	Department Director	Covid Incentive Pay	1,040.00	1,040.00	1,040.00	1,040.00	1,040.00	\$	5,200.00
Human Resources	Human Resources Director	Covid Incentive Pay	1,040.00	1,040.00	1, 040 .00	1,040.00	1,040.00	\$	5,200.00
Human Resources	Human Resources Dep Director	Covid Incentive Pay	500.00	500.00	500.00	500.00	500.00	\$	2,500.00

Note: There were no Covid Incentive Payments made in PPE 07/03/21.

Department of Finance & Risk Management response to item 1:

Note: There were no Covid Incentive Payments made in PPE 07/03/21.

Department of Finance & Risk Management response to item 2:

Finance & Risk Management has no responsive documents to this part of the request. Dr. JoAnn di Filippo RE: Public Records R001855-042122 (Department of Finance & Risk Management Response) April 26, 2022 Page 2 of 2

Department of Finance & Risk Management response to item 3:

Chuck Huckelberry.
Submitted on Behalf of the Department of Finance and Risk Management.
Sam Correa
Deputy Director
Department of Finance & Risk Management
(520) 724-4001

JoAnn di Filippo, PhD



April 26, 2022

Dr. JoAnn di Filippo

RE: Public Records R001855-042122 (Department of Finance & Risk Management Response)

Describe the Record(s) Requested:

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Department of Finance & Risk Management response to item 1:

Department	Employee Job Title	Description	Pay Period End Date 04/24/21	Pay Period End Date 05/08/21	Pay Period End Date 05/22/21	Pay Period End Date 06/05/21	Pay Portod End Date 06/19/21		Total
County Administration	Chil Admi Assi to Chity Admin UC	Cowd Incentive Pay	1,040.00	1,040.00	1,340.00	1,040.00	1,043 00	\$	5,200.00
Communications	Communications & Graph Svs Dir	Govid Incentive Pay	1,040.00	1,040 00	1,040 00	1 040.00	1,040 00	\$	5,200.03
Finance & Risk Management	Finance Risk Mgmt Director	Covid incentive Pay	1,040 00	1,040 00	1,340 00	1,040.00	1,940,00	5	5,200.00
Finance & Risk Management	Finance Risk Mgmt Dep Dir	Covid Incentive Pay	500.00	500 00	500.00	500.00	500 00	5	2,500.00
Finance & Risk Management	Finance Risk Mgmt Dep Cir	Covid Incentive Pay	500 00	500.00	500 00	500.00	500 00	\$	2,500.00
Finance & Risk Management	Finance Risk Mgmt Dep Dir	Covid Incentive Pay	500 00	500 00	500 00	500.00	500.00	\$	2,500.00
Finance & Risk Management	Admin Suppt Svs Mgr Unclas	Covid Incentive Pay	1,040.00	1,049.00	1,040.00	1,049.00	1,040 00	\$	5,200.00
Grants Management & Innovation	Deputy Director	Covid Incentive Pay	1,040.00	1,040 00	1,040.00	1,040.00	1,040 00	\$	5,200.00
Grants Management & Innovation	Department Director	Covid Incentive Pay	1,040.00	1,040.00	1,040.00	1,040.00	1,040 00	5	5,200.00
Human Resources	Human Resources Director	Covid Incentive Pay	1,040.00	1,040.00	1,040.00	1,040.00	1,040 00	\$	5,200.00
Human Resources	Human Resources Dep Director	Covid Incentive Pay	500 00	500.00	500.00	500.00	509 00	5	2,500.00

Note: There were no Covid Incentive Payments made in PPE 07/03/21.

Department of Finance & Risk Management response to item 2:

Finance & Risk Management has no responsive documents to this part of the request.

Dr. JoAnn di Filippo RE: Public Records R001855-042122 (Department of Finance & Risk Management Response) April 26, 2022

Department of Finance & Risk Management response to item 3:

Chuck Huckelberry.

Submitted on Behalf of the Department of Finance and Risk Management.

Sam Correa
Deputy Director
Department of Finance & Risk Management
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