

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of Commissioners

FROM: Su Tipton

DATE: December 12, 2022

RE: Washington State University Employee Salary Memorandum of Agreement
with Jefferson County WA 2023

STATEMENT OF ISSUE: Annual Memorandum of Agreement (MOA) for the period of January 1, 2023 through December 31, 2023 to establish a cost-share salary agreement between Washington State University (WSU) and Jefferson County. Jefferson County pays the WSU employees' base salaries and WSU pays employee benefits. See 2023 Annual County Salary Support Form attached.

ANALYSIS: For 2023, the MOA base salaries for 4-H, Master Gardener and Small Farms Coordinator have been increased to align with recently published WSU salary scales for Extension Program Coordinators. These pay adjustments also incorporate a 2.5% COLA increase passed by the Washington Legislature effective September 1st, 2022. The Director's base salary request remains the same as 2021-22 MOA.

New to 2023 MOA is \$5100 for the WSU's regional Water Quality Faculty member who is stationed in the Jefferson County Extension office. This amount will be covered by federal grants awarded to this faculty member and administered through our office.

FISCAL IMPACT: Jefferson County gains the value to the county of four employees dedicated to educational services to our community without carrying the benefits burden associated with these employees. This effectively means this MOA saves Jefferson County approximately 30% of the total cost of employing the equivalent in county employees.

RECOMMENDATION: Recommend the ~~Board~~ ^{BOARD} approves this contract.

REVIEWED BY:


Mark McCauley, County Administrator

Date

12/7/22

MEMORANDUM OF AGREEMENT

Between

WASHINGTON STATE UNIVERSITY EXTENSION

And

Jefferson County

APPENDIX A

WASHINGTON STATE UNIVERSITY EXTENSION

Jefferson County

The following funds will be provided under this Memorandum of Agreement, for the period January 1, 2023 through December 31, 2023 to provide an extension program. See 2022 Annual County Salary Support form attached.

Non-Federal Funds: 158,428.00

It is understood that non-Federal funds provided by the County in support of this agreement may be identified by WSU as match for Federal capacity program (Hatch Act, Smith-Lever Act, etc.) funds received by WSU to Support Extension activities.

Philip C. Hunsucker
Chief Civil Deputy Prosecuting Attorney
Jefferson County Prosecuting Attorney's Office

JEFFERSON COUNTY			
2023 ANNUAL COUNTY SALARY SUPPORT			
HOME ACCOUNT GR00010588 <i>WSU Pays Benefits</i>			
	NAME	PROGRAM	2022 TOTAL
Extension County Director			24,155
County Faculty	BOB SIMMONS	ANR	5,100
Administrative Professionals and Staff	KELLIE HENWOOD	ANR-REGIONAL SMALL FARMS	48,610
	BRIDGET GREGG	ANR-MASTER GARDENER	37,051
	SARAH PEDERSON	Y&F-4-H	48,612
		Total	163,528.00
SUB ACCOUNT GR# <i>County Pays Benefits</i>			
	NAME	PROGRAM	2022 TOTAL Including benefits
County Faculty			
Administrative Professionals and Staff			
Hourly			
Supplies and Services			
		TOTAL	0.00
OTHER ACCOUNT GR# <i>County Pays Benefits</i>			
	NAME	PROGRAM	2022 TOTAL Including benefits
County Faculty			
Administrative Professionals and Staff			
Hourly			
Supplies and Services			
		TOTAL	0.00
TOTAL COUNTY CONTRIBUTION			163,528

Contact Name & Email Address	Phone #	Date
Su Tipton, su.tipton@wsu.edu	360.379.5610 ext. 206	10.18.2022
Julie Lusby will upload this form to your county tab on the County Resources SharePoint site https://emailwsu.sharepoint.com/sites/cahnrs/co-budget-res/SitePages/Home.aspx <i>This form is used to initiate payroll paperwork for January paychecks. County negotiations are not always completed by October 16th. If you are unable to meet this deadline or if you have any changes at a later date, please contact Julie Lusby at julieal@wsu.edu.</i>		