
January 9, 2018

PIERCE COUNTY NOXIOUS WEED CONTROL BOARD
9200 122ND St E, Puyallup, WA 98373
9:00am, Rainier Conference room

In attendance: Beki Shoemaker, Chelli Pogue, Tom Bertram, Janet Azevedo, Erick Balstad, and Jim Kropf

Chairman Tom Bertram opened the meeting at 9:00am. Janet Azevedo motioned to approve and adopt the October 3rd minutes as written; Erick Balstad seconded the motion.

Chairman Tom Bertram turned the remainder of the meeting over to Program Director Beki Shoemaker.

County Business:

- 'Paid Family and Medical Leave' Beki asked Program Administrator Chelli Pogue to explain the following: The WA State House and Senate passed legislation June 30, 2017 to initiate RCW 50A.04, the *'Paid Family and Medical Leave'* program. This insurance plan allows qualifying workers to take up to 12 weeks for qualifying family or medical events. To be eligible, employees must work a minimum of 820 hours during the first four of the last five calendar quarters. Benefits received are a percentage of the employee's average weekly wage during the two highest quarters of the qualifying period, for a minimum of \$100 a week up to a maximum benefit of \$1,000 a week. Beginning January 1, 2019, employers will contribute 37% of 0.4% of employee's gross monthly wage, with employees contributing 63% of the 0.4% of their monthly gross wage. All employees, including Extra-hire's, must contribute to *Paid Family and Medical Leave*.

The following is an example from <https://paidleave.wa.gov> of a 0.4% deduction breakdown: An employee has earned \$2,500 gross pay in a single pay period.

Total Premium Calculation

$\$2,500 * .004 = \$10.$

The Employee Portion

Family Leave: $\$10 * .3333 = \3.33

Medical Leave: $\$10 * .3000 = \3.00

The Employer Portion

Medical Leave: $\$10 * .3667 = \3.67

- Employee total deduction: **\$6.33**
- Employer total deduction: **\$3.67**
- Total: **\$10.00**

Premiums are reported and paid to the Employment Security Department on a quarterly basis; statutory law allows premium rate adjustments to be made on an annual basis by the Employment Security Department.

As County Weed Boards are required to follow County employment policies and procedures, Resolution 2019-1 was created.

Chairman Tom Bertram asked Secretary to the Board Chelli Pogue to read **Resolution 2019-1**; Erick Balstad motioned to accept Resolution 2019-1, and Janet Azevedo seconded the motion. Resolution 2019-1 was signed.

- **WA State Weed Association Conference:** Beki and Morgan attended the 2018 WA State Weed Association Conference held November 7th – 9th at the Wenatchee Convention Center. Some of the Field Inspector's attended as well; Melody Meyers, Bev Ivy, and Mary Brzezinski. The Weed Conference offered over 40 topics and speakers; Beki & Morgan spent much of their time assisting at registration, helping with raffles and merchandise, chairing the photo contest entries, and assisting in other areas of the Conference.
- **Annual Assessment:** While Beki and Morgan were attending the Weed Conference, Chelli attended the final hearing for the 2019 annual assessment. The assessment was passed; it was also noted at the meeting there was no rate increase to the assessment.
- **CVWeb 2.0 Training:** Beki and Morgan attended CVWeb 2.0 training, an updated version of CVWeb that features more capabilities and functionality than the old version. 2.0 is more user friendly, faster, and easier than the old version; all Field Inspectors will attend CVWeb 2.0 training.

- 2019 Tacoma Home and Garden Show: Field Inspectors were notified in early December to contact the office if interested to take shifts working the Tacoma Home & Garden Show, held January 24th through January 27th at the Tacoma Dome. Jim Towslee, Jack Coffey, Ken Jensen, Bev Ivy, Jim Berry, Melody Meyers, Mike Biever, and Patti Iverson responded and will be working the H&G Show. Board members were asked if they were interested in attending the Home & Garden Show; both Tom Bertram and Erick Balstad were interested and will receive tickets.

- Access to Workday denied: Brandon Kirkwood (Chief Accountant) met with Tom Taylor (Internal Auditor 2), Wolfgang Opitz (Deputy Director of Finance), Kyle Ciolli (Financial Systems Manager), and Jim Dickman (Budget Manager) on Thursday, December 6th, to continue discussions of the possibility to allow the PCNWCB access to Workday. After reviewing the feasibility of allowing access, it was decided in the best interest of all parties to deny the Weed Board access based on two main points:
 1. Status of our relationship with the County: Because of our funding source as an Outside Taxing District, gaining access to Workday would alter our relationship with the County and we would ultimately be absorbed in as a County Dept, losing the freedom to operate as we currently do.
 2. Level of associated costs: Brandon explained the cost to both Pierce County and to the Weed Board would be astronomical in terms of support, set up, overall access, and monthly billing. He felt it would be much more cost effective to look for an independent payroll program such as QuickBooks. He confirmed with Kyle Ciolli we should work with our IT support person, Steve Hays, to find a compatible program already on the market.

Securing a working payroll program will be a major focus in 2019/2020.

- Skipper Kuzior vs Henry Reitzug: A Pierce County resident came into the office on Tuesday, December 4th, to ask for help regarding a pending lawsuit with a neighbor. Skipper Kuzior purported he is being accused by his neighbor, Mr. Reitzug of stealing hay out of his field. Renters at Mr. Reitzug's property reported seeing people (assuming it was Mr. Kuzior) in the field, "stealing hay" and putting it in black garbage bags. Mr. Kuzior asked if Field Inspector Jim Bjorgen could write a statement explaining Mr. Kuzior did not enter the field at the time Jim and his wife went in to cut the tops off the Tansy going to seed. Jim's wife, Janey, took pictures of Jim the day they cut the flowering heads off the Tansy, as there was quite an extensive amount. Mr. Reitzug lives in Scotland, and all mailed NONW's were returned, unable to be delivered or forwarded. It appears there have been problems between the two neighbors in the

past. Board members suggested a statement be written of the incident (which has already been done) and given to Skipper Kuzior's attorney if needed.

- Financial update: Our current Cash-on-Hand report shows the Weed Board at \$290,000. This money will carry over until we receive first half taxes the beginning of May 2019. Beki also explained she invested \$100,000 and can now keep the monies invested, unlike in the past where paperwork needed to be resubmitted each month. Beki will be sending out a 4th Quarter voucher listing to all Board members as well.
- Eurasian-water milfoil: Janet Spingath, a WA State Board member who lives on American Lake, has requested Beki or Morgan become a Board member to an American Lake Association Board she is hoping to form. After discussion, it was decided the Education Outreach Specialist can offer to do presentations for this new Board, but in all fairness to any other lake association or group, that is the extent of participation the PCNWCB will be able to do.
- Board Reorganization: As it is the beginning of a new year, it was suggested the Board be reorganized. Tom Bertram motioned Janet Azevedo to act as the 2019 Chairperson; Erick Balstad seconded the motion.

Tom Bertram adjourned the meeting at 9:30 am.

Report respectfully submitted by Chelli Pogue, Secretary to the Board.