



## Snohomish County Council

**Committee:** Committee Of the Whole  
**ECAF:** 2022-1171  
**Ordinance:** 22-067

**Analyst:** Nicole Gorle  
**Date:** November 16, 2022

### **Consideration:**

Approve an ordinance establishing terms of employment for Snohomish Health District staff being incorporated into the new County Health Department and amending Snohomish County Code 3A.06 and 3.68.

### **Background:**

On June 8<sup>th</sup> Council approved a Notice to withdraw from the Snohomish Health District through Motion 22-248. These actions set in motion the integration of the Health District into the County, which must take place by the end of the year.

On October 26<sup>th</sup> Council approved three ordinances necessary to effectuate the integration of the Health District into the County.<sup>1</sup> The ordinance before Council now, is the last one anticipated for the initial integration of the Health District into the County.

### **Current Proposal:**

*Scope:* The Ordinance:

- States that Health District employees will be hired to the County in an equivalent position on January 1, 2023.
- Establishes initial terms of employment for classified and non-classified employees upon the transition including the initial rate of pay, anniversary date, and benefits.
- Establishes that the months of County service for employee's transferring over from the Health District includes the number of monthly service credits they earned while at the Health District.
- Expands the management exempt compensation plan by adding a salary range 198 for the Health Officer position.

*Duration:* Perpetuity

### *Fiscal Implications:*

The Executive has included just over \$28 million in the 2023 recommended budget and 176.37 FTE for the Health Department. The funding approved in the 2023 Budget is in part to cover the salaries and benefits of the Health District employee's moving over to the County.

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<sup>1</sup> Ordinance 22-060 – Interlocal Agreement with the Health District, transferring its employees, operations, powers, duties, enforcement, and assets to the County.

Ordinance 22-061 – Creating the Health Department, fund, and other operational aspects of the new department.

Ordinance 22-062 – Repealing the establishment of a Health District in County Code and changing references of the Health District to Health Department throughout code.

**Sectional Analysis**  
**Ordinance 22-067 – Terms of Employment/Former Health District Staff**

**Section 1 – Adopts** the recitals of the ordinance as findings and fact.

**Section 2 – Defines** “eligible employee” in the ordinance as a non-represented County employee employed by the Snohomish Health District on December 31, 2022 that is hired into a similar position with the County on January 1, 2023.

**Section 3 – Defines** “2023 Budget Ordinance” as ordinance 22-059.

**Section 4 – Establishes** the initial terms of employment for Health Department employees in classified service:

- Initial Rate of Pay: will be consistent with the pay plan adopted in the 2023 budget and County Code, and each employee will be placed at a step in the County’s pay ranges that compensates them closest to, but no less than, what they made at the Health District.
- Anniversary Date: will be based on each employee’s most recent hire date at the Health District. Employees hired between July 1 – September 1, 2022, will have their anniversary date adjusted forward by six months.
- Medical Benefits: the County will cover the employee portion of the cost of medical benefits in January 2023, with the employee taking over responsibility for their portion in February.
- Sick and Vacation Leave Accrual: employee’s can either choose to cash out their accrued leave or exchange it for an equivalent amount of leave with the County. Sick leave can be converted to equivalent leave up to 40 hours, with any excess being converted to ordinary sick leave.

**Section 5 – Establishes** the initial terms of employment for Health Department employees in exempt personnel positions:

- Initial Rate of Pay: will be consistent with the pay plan adopted in the 2023 budget and County Code, and each employee will be placed at a step in the County’s pay ranges that compensates them closest to, but no less than, what they made at the Health District.
- Medical Benefits: the County will cover the employee portion of the cost of medical benefits in January 2023, with the employee taking over responsibility for their portion in February.
- Sick and Vacation Leave Accrual: employees can either choose to cash out their accrued leave or exchange it for an equivalent amount of leave with the County. Sick leave can be converted to equivalent leave up to 40 hours, with any excess being converted to ordinary sick leave. For exempt positions, converted leave will be frozen as outlined in SCC 3.68.070(9).

**Section 6 – Adds** a new section 3A.06.015, relating to classified employees, that the months of County service for employee’s transferring over from the Health District includes the number of monthly service credits they earned while at the Health District.

**Section 7 – Amends** SCC 3.68.010 by adding the Health Officer position to the list of positions under the exempt personnel code.

**Section 8 – Amends** SCC 3.68.070 by clarifying that for exempt personnel, that the months of County service for employee’s transferring over from the Health District includes the number of monthly service credits they earned while at the Health District.

**Section 9 – Adds** language saying the management exempt compensation plan shall be expanded to add a salary range 198 for the health officer position.

**2022 Budget:** No

**Future Budget Impact:** Yes

**Handling:** Urgent

**Approved-as-to-form:** Yes

**Risk Management:** Yes

**Executive Recommendation:** Approve

**Attachment:** None

**Amendments:** None

**Request:** Set time and date for a public hearing on December 14, 2022 at 10:30 a.m.