

BEFORE THE METRO COUNCIL

AN ORDINANCE AMENDING THE FY 1999-00)
BUDGET TO INCREASE THE FULL-TIME) ORDINANCE NO. 00-853
EQUIVALENTS IN THE SOLID WASTE)
REVENUE FUND BY 2.50 FTE FOR THE)
PURPOSE OF INCREASING STAFFING IN) Introduced by Mike Burton,
THE HAZARDOUS WASTE PROGRAM, AND) Executive Officer
DECLARING AN EMERGENCY)

WHEREAS, The Metro Council has reviewed and considered the need to adjust the full-time equivalents with the FY 1999-00 Budget; and

WHEREAS, The need for an increase in full-time equivalents has been justified; and

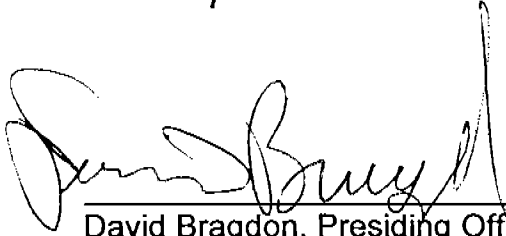
WHEREAS, Adequate funds exist for this increase and for other identified needs; now, therefore,

THE METRO COUNCIL ORDAINS AS FOLLOWS:

1. That the FY 1999-00 Budget for the Solid Waste Revenue Fund is hereby amended by increasing the full-time equivalents by 2.50 FTE for the purpose of increasing staffing in the Hazardous Waste Program.


2. This Ordinance being necessary for the immediate preservation of the public health, safety or welfare of the Metro area in order to meet obligations and comply with Oregon Budget Law, an emergency is declared to exist, and this Ordinance takes effect upon passage.

ADOPTED by the Metro Council this 13th day of April, 2000



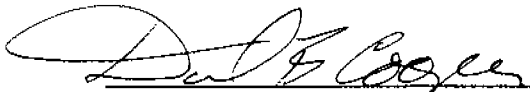
David Bragdon, Presiding Officer

ATTEST:



Recording Secretary

Approved as to Form:



Daniel B. Cooper, General Counsel

STAFF REPORT

CONSIDERATION OF ORDINANCE NO. 00-853, FOR THE PURPOSE OF AMENDING THE FY 1999-00 BUDGET TO INCREASE THE FULL-TIME EQUIVALENTS IN THE SOLID WASTE REVENUE FUND BY 2.50 FTE FOR THE PURPOSE OF INCREASING STAFFING IN THE HAZARDOUS WASTE PROGRAM, AND DECLARING AN EMERGENCY.

Date: April 1, 2000

Presented by: Jim Watkins

ACTION REQUESTED AND PURPOSE OF THE ORDINANCE

The council is requested to adopt Ordinance No. 00-853, to add 2.50 FTE Hazardous Waste Technicians to Metro's Hazardous Waste Program to replace an equivalent amount of temporary worker hours, in order to resolve a union grievance issue.

EXISTING LAW

In accordance with Metro Code section 2.02.335, council approval is required for all new positions.

BACKGROUND AND ANALYSIS

The amount of waste handled by Metro's Hazardous Waste Program has increased substantially over the past several years. One result of this has been a significant increase in the use of temporary workers by the program. In June of 1999 AFSCME Local 3580 filed a grievance regarding the use of temporary workers in the Hazardous Waste Program. The grievance contends that the manner in which temporary workers are used is in violation of Metro's collective bargaining agreement with the union. Metro's response to the grievance proposed obtaining an analysis of staffing needs in the program by an outside consultant, and, if justified by the consultant's report, carrying forward to the Executive Officer and Metro Council a recommendation that some temporary positions be converted to permanent staff.

The IEC Group, a Portland-based human resources consulting firm, was hired to conduct the analysis of the hazardous waste program's staffing needs. The firm's report was completed in November 1999. The report concludes that an additional 3.50 FTE is needed in place of temporary employees to operate the current hazardous waste program.

Specific recommendations from the consultant include:

- adding a part-time (30 hours/week) Hazardous Waste Technician at both facilities. These Technicians would replace temporary workers that are typically scheduled on Mondays, Fridays and Saturdays.
- adding a full-time maintenance specialist that would be responsible for both hazardous waste facilities and the latex facility. Currently maintenance work is assigned on a rotating basis to

all of the hazardous waste staff. As a result, maintenance is often neglected, lacks consistency, and is inefficient as each person needs a certain amount of retraining.

- adding a technician to the Latex Paint Processing facility. The facility is currently staffed with only 1.0 FTE Hazardous Waste Specialist who reports to the Hazardous Waste Facility Supervisor at Metro South. Labor for actual processing of latex paint is provided by workers from St. Vincent de Paul Staffing Services, a Qualified Rehabilitation Facility (QRF). This technician is needed at the facility to run the office, market paint and to provide back up when the Specialist is not available to supervise the contract labor, much of which is currently being done by temporary staff.

After considering the report and the continued growth and success of the Hazardous Waste Program, REM Management agreed that additional staffing is necessary in order to maintain current levels of performance and service. To accommodate the consultant's recommendations, management first considered whether some of the workload could be shifted within the Environmental Services Division to minimize the increase in FTE's. As a result the Operations Supervisor for the transfer stations has agreed to be responsible for the maintenance requirements at the hazardous waste facilities. The Supervisor has one Management Technician and is currently responsible for administering the transfer, transport and disposal contracts and maintaining the scalehouses and the grounds at the transfer stations.

As a result Regional Environmental Management (REM) is requesting an additional 2.5 FTE in the Solid Waste Revenue Fund, Operating Account, to replace temporary workers and provide the appropriate coverage at the latex facility and the hazardous waste facilities. This changes the total FTE for the department from 96.85 FTE to 99.35. It is REM's belief that 2.5 new FTE and shifting maintenance responsibilities to the Operations Supervisor complies with the consultant's staffing recommendations.

Summary of proposed new FTE's:

- 1.0 FTE full time to assist with operations in the latex facility
- 1.5 FTE part time Hazardous Waste Technicians

If these new positions are approved, an equivalent reduction in temporary worker hours will be realized as soon as the new staff are hired. There will be some continued use of temporary workers primarily at collection events and to fill in for leaves, vacancies, etc. at the facilities. However this is not in violation of the union contract and is consistent with Staffing Recommendation number 4 from the consultants report, which said:

"the average temporary hour usage for FY 97/98 and 98/99 for Metro South and Metro Central is 10,766. This is an equivalent of 5.2 FTE's. Recommend that the balance of these hours (5.2 - 3.5 = 1.7 FTE or 3,536 hours) be covered by a continuing temporary workforce. This will allow the operations the flexibility of a temporary workforce, especially during the slow months."

If these positions are not approved, it is likely that the union will continue to pursue the grievance, possibly requesting arbitration on the issue. If approved, the department will initiate recruitment for the positions and fill them as soon as possible.

The FY 2000-01 Proposed Budget for the Hazardous Waste Program includes an increase of 2.5 FTE to comply with the consultant's staffing recommendations. The action requested by this ordinance would have the increase in FTE occur prior to the adoption of the FY 2000-01.

FISCAL IMPACT

The net fiscal impact of changing these positions from temporary help to permanent FTE is approximately \$9,000 for the remainder of the fiscal year. This results from an increase of \$28,000 for wages and benefits for the new FTE's, together with a decrease of \$19,000 due to decreased temporary worker usage. However, due to the change in appropriation levels for this fiscal year where Personal Services and Materials and Services are in one appropriation level, sufficient savings are available to cover this increase in cost.

EXECUTIVE OFFICER'S RECOMMENDATION

The Executive officer recommends adoption of Ordinance No. 00-853.