



**Board of Directors  
Special Meeting**

**Friday December 20, 2019 8:00 am.**

**Madras Aquatic Center  
1195 SE Kemper Way  
Madras, Oregon 97741**

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**I. CALL TO ORDER**

**II. ROLL CALL**

*Chair Lewis; Vice Chair Foster-Drago, Secretary Greg Williams, Director Rabi, Director Lark*

**III. ADJUSTMENTS TO THE AGENDA**

*Chairperson Lewis*

**IV. AUDIENCE PARTICIPATION**

*Speakers are limited to three minutes, excluding questions from the Board*

**V. Presentation of Mid-Oregon Health/Staffing Proposal**

*Board Action Requested*

**VI. ADJOURNMENT**

Pursuant to ORS 192.640, this notice includes a list of the principal subjects anticipated to be considered or discussed at the above-referenced meeting. This notice does not limit the ability of the board to consider or discuss additional subjects. This meeting is subject to cancellation without notice. The public will not be permitted to attend the executive sessions; provided, however, representatives of the news media and designated staff will be allowed to attend the executive sessions.

Representatives of the news media are specifically directed not to report on any of the deliberations during the executive sessions, except to state the general subject of the executive sessions as previously announced. No decision will be made in the executive sessions. The regular meeting is open to the public and interested citizens are invited to attend.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling Trudy at (541-475-4253) from 8:00 am. to 5:00 pm., Monday through Friday, to arrange this service.

The MACRD Board of Directors reserves this time for citizens to share comments or concerns. Because time is limited, as a standard practice, as a courtesy to others and to maintain our meeting schedule, guests will be allotted three minutes to speak. If you have a group attending regarding the same topic, you will need to appoint one speaker. Each person wishing to speak will have signed in at the beginning of the meeting to be recognized.



**MINUTES**  
**BOARD OF DIRECTORS SPECIAL MEETING**  
**Friday, December 20th, 2019**  
**8:09 a.m.**

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**Staff Members Present:**

Jim Weyermann, Executive Director; Trudy Haugen, Office Manager; Gregg Markwardt, Director of Aquatics & Recreation

**Visitors:**

Courtney Snead & Sam Lambert

**I. CALL TO ORDER:**

The Special Session of the Board of Directors was called to order at 8:09 a.m. by Chair, Jinnell Lewis.

**II. ROLL CALL:**

**Present;** Jinnell Lewis, Chair; Martti Rahi, Director; Lindsay Foster-Drago, Vice Chair; Taylor Lark, Director. **Absent;** Greg Williams, Secretary

**III. PRESENTATION OF MID OREGON HEALTH/STAFFING PROPOSAL**

A. Sam Lambert, Vice President, Mid Oregon Personnel, reported to the group that Jim, Trudy, Charitie and himself have been talking for about a month about the services Mid Oregon Personnel could provide to the MAC beyond the current temporary placement of employees such as Tracy.

- Mid Oregon Personnel, being a larger employer group, can provide a lot more options than the standard organization can do.
  1. We are able to generate savings from group buying power from medical insurance that you are already purchasing anyway, retirement charges and payroll software fees.
  2. The difference is roughly \$14,000 per year in medical insurance and ADP payroll processing savings alone. In addition to the saved dollars we are taking time off of the plate of people who are working at the MAC, some that are working more than 40 hours per week.
- As the employer of record and being responsible for payroll taxes, we also do all the onboarding of seasonal employees to include a safety training and the employee file management.
- Taylor Lark asked if that \$14,000 includes the 5%. Sam answered that this is the 5%. The way it works is right now if you look at the bill rate of 16.85% - tax burdens for payroll taxes is 11.85%. As SUTA drops off

your rate will drop with that. Our 5% is part of that 16.85% fee. That may be adjusted slightly after the CAT tax goes into effect. I will fill you in when we officially know what that does. It should just be a pass through as I do not believe this tax will end up going through payroll. If there is an adjustment it should be very small.

- The only fees not included in that number is WC. The policy you are currently able to purchase is a better deal than what I can get you on my own. We will provide all the numbers for your carrier at reporting time.
- Jinnell Lewis asked if we had received the contract? Trudy reported that the contract received via email was the original contract and not the new. Sam had the contract re-emailed during the meeting and it was distributed to the Board.
- Sam referenced that the document is called an Owner Provider Agreement. Mid Oregon Personnel is the employer of record. The MAC is required to keep their own workers compensation. You will be getting Mid Oregon Personnel's staffing services at no additional charge as this service is also included in the 5%.
- Taylor Lark wanted to confirm that our current medical plan renewal has gone up \$14 to \$15,000, it didn't change our coverage at all, this plan has better coverage, is a better plan and the contract includes things that are going to free up Trudy's time. Sam responded by referencing the contract previously given. ADP has a base fee and anything else extra you need is a little here and there. Your W-2's will be free with Mid Oregon Personnel. Pre-employment drug tests and background checks will be charged beyond this contract, as they always have. Besides that, everything else is included.
- Jim asked if when we have an employment opening do we just turn it over to Mid Oregon Personnel to take care of it all? Sam answered that yes, we would advertise for you with no other fees associated with it.
- Sam stated that when he sat down and added the time it takes to run payroll in our current system, it added up to close to a month and a half of Trudy's time over a course of a year that she will be getting back. That doesn't account for the hiring process that we will take off of your plate, as well as the cost in advertising for openings.
- Trudy reported that under our current medical plan the employee who insures one dependent is paying \$190 out-of-pocket after the \$750 MAC insurance stipend. With the stand-alone plans being offered this would change to \$426.52 or \$492.59, depending on which plan the MAC chose to go with. Beyond this is the 40% increase the MAC would see as well.
- Martti Rahi, Director, stated that he had talked with Mollie from Payne West and that we had a Wal-Mart plan prior and this is a no-brainer.
- The thought previously was to consider the arrangement with Mid Oregon Personnel prior to the end of the fiscal year and through the budget

process. The savings in medical cost alone takes the 5% fee down from \$24,000 to \$14,000. Then you add the ADP monthly fees of about \$2500 annually. This reality brought this option to the table as a possible cost savings.

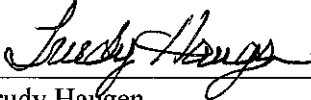
- Jim talked about how we are going to get a little bit hammered in our audit with previous management of our 457(b). There have also been discrepancies in benefits management in past years. This could give us another check and balance and a fresh start.
- **Martti Rahi made a motion that we adopt this arrangement with Mid Oregon Personnel, Taylor Lark seconded. Motion passed 4-0.**

**IV. OTHER:**

Lengthy discussed ensued on the MST and the need to look at dates for a Work Session. It was determined that we would put together historical timelines of the Aquatic Center/Rec District to include legal documents in order to better understand the intent of the District when it comes to MST. We will also gather information from the public input process of meetings, emails and surveys. Once the public input process is gathered it may provide more definitive direction. A Work Session will be scheduled after the public input sessions are completed and the strategic planning process updated. This should all happen prior to the budget process, tentatively sometime in February.

**V. ADJOURNMENT:**

The meeting was adjourned by Chair, Jinnell Lewis, at 8:52 a.m. The next Regular Board Meeting will be **Monday, January 13th at 6:30 p.m.**

Respectfully Submitted,  1-8-20  
Trudy Haugen  
Office Manager Date

 1/13/2020  
Jinnell Lewis, Board Chair Date