

PORT OF TACOMA COMMISSION CONSENT AGENDA



Item: 5C

Date: 2/21/2023

DATE: February 10, 2023
TO: Port of Tacoma Commission
FROM: Eric Johnson, Executive Director
PRESENTER: Jean West, Chief Human Resources Officer
SUBJECT: Resolution 2023-02-PT, Amending and Supersedes Resolution 2022-04-PT, Master Benefit & Salary Resolution

A. ACTION REQUESTED

Request Commission approval of the Proposed 2023-02-PT, which amends and supersedes Resolution 2022-04-PT Master Benefit & Salary Resolution.

1. This item is placed on the Consent Agenda as the requested action updates salary ranges (with no budgetary impact), the list of job titles, and the extension of Washington Family and Medical Leave benefits for the death of a child per SB 5649.

B. SYNOPSIS

The Port of Tacoma ("Port") Commission is authorized by RCW 53.08.170 to create and fill positions, establish wages and salaries, and establish benefits for its employees by resolution.

C. BACKGROUND

The current MBSR (2022-04) is where the Port Commissioners fulfil their responsibility, per RCW 53.08.170, to authorize pay and benefit programs for the Port employees. As needed, the Human Resources Department presents the MBSR to the Commissioners for approval.

Changes to the MBSR generally include technical adjustments to language, legally mandated changes to the Port's benefit plans and eligibility rules and substantive changes designed to add clarity and align the benefits and salary programs with the Port's current business goals and objectives.

The MBSR is also the mechanism by which the Commission approves staff-recommended changes to the Port's salary schedule for non-represented employees.

D. SUMMARY OF CHANGES

1. Recommending a 3.0 percent adjustment to the salary ranges for the non-represented employees effective April 1, 2023.
2. Exhibit A is updated to state current job titles and respective proposed salary ranges based on 3.0 percent increase.
3. Added extension of Washington State Paid Medical and Family Leave (WFML) benefits for a death of a child per SB 5649 effective June 9, 2022.

E. FINANCIAL IMPACT

There is no financial impact associated with the recommended stated changes.

F. ATTACHMENTS TO THIS REQUEST

Resolution 2023-02-PT with Exhibit A (redlined)

Resolution 2023-02-PT with Exhibit A (final draft with proposed changes)