

**PROCEEDINGS OF THE COCHISE COUNTY BOARD OF SUPERVISORS
WORK SESSION HELD ON
Tuesday, April 25, 2016**

A work session of the Cochise County Board of Supervisors was held on Tuesday, April 25, 2016 at 2:00 p.m. in the Treasurer's Conference Room, 1415 Melody Lane, Building E, Bisbee, Arizona.

Present: Richard R. Searle, Chairman; Patrick G. Call, Vice-Chairman; Ann English, Member

Staff Present: James E. Vlahovich, County Administrator
Edward T. Gilligan, Deputy County Administrator
Catherine L. Traywick, Treasurer
Maria C. Pitzlin, Chief Deputy Treasurer
Mike McGinnis, Budget Manager
Kim Lemons, Assistant to the Clerk of the Board

Attendees: Tom Crosby

Chairman Searle called the meeting to order at 2:00 p.m.

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION AND POSSIBLE ACTION

PLEDGE OF ALLEGIANCE

THE ORDER OR DELETION OF ANY ITEM ON THIS AGENDA IS SUBJECT TO MODIFICATION AT THE MEETING

INTRODUCTIONS

ITEMS FOR DISCUSSION

Board of Supervisors

1. Budget Work Session - Discussion of County budget for Fiscal Year 2016-2017 specifically: the Treasurer's Office.

Ms. Traywick said the department has transferred the tax rolls and are working on the accounting side to be on track for a September 2016 implementation of the Treasurer Remittance and Online Collection (TROC) System. The system is web-based; consolidates the history of parcels; and citizens will be able to pay their taxes online, anytime. It replaces the AS400 system in use since 1982 but initially they will do dual entry in both systems for redundancy.

The software shared by Pinal County Treasurer's Dolores "Dodie" Doolittle, has been audited several times. Cochise County paid for the implementation, consulting and associated hardware. The vacancy savings from IT has been budgeted for the next fiscal year to cover consulting costs.

The Board and Treasurer discussed the advantages of the new system which encompasses a whole new approach. Ms. Traywick stated that single-process staff will go from being dependent on front counter/foot traffic, to utilizing all aspects the system will offer from their computers.

Ms. Traywick is diligent at keeping costs down, with a personal goal to stay under budget. TROCS is a 5-county coalition, requiring an outside contractor for software. She foresees the possibility that staff may need larger computer screens which has been factored in the department's budget.

Ms. Traywick and the Board discussed the 11% turnover rate in her department due mostly to retirees; one-time distributions; and concerns about low staff salaries. Ms. Traywick said when you look at the salaries of comparable counties we are behind. She would like to reclassify some of the staff and consider Pinal Counties organization chart for the department. Supervisor English asked Ms. Traywick to research salary information provided by Arizona Association of Counties (AACo).

The Board commended Ms. Traywick's on her team spirit.

The work session concluded with a discussion about the possibility of Cochise County restructuring/reducing job classifications to help address staff salary concerns; off-site training to empower taxpayers; and special district budget challenges.

Chairman Searle adjourned the meeting at 2:39 p.m.

APPROVED:

Richard R. Searle, Chairman

ATTEST:

Kim Lemons, Assistant to the Clerk of the Board