

Salt Lake County Council
Council Executive Subcommittee
~MINUTES~
Tuesday, May 17, 2022

COUNCIL MEMBERS
PRESENT:

Arlyn Bradshaw
Dea Theodore
Aimee Winder Newton
Laurie Stringham, Chair

Closed Session

Council Member Winder Newton, seconded by Council Member Bradshaw, moved to close the Council Executive Subcommittee to discuss the character, professional competence, or physical or mental health of an individual. The motion passed unanimously.

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The meeting was reopened during the closed session.

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Council's Vacant Budget Analyst Position

Council Member Stringham stated she convened the Executive Committee to discuss the position vacated by Brad Kendrick.

Mr. Mitchell Park, Legal Counsel, Council Office, stated the Council has a very solid employee in Hannah Gorski. She is doing the kind of work that Shykell Ledford was doing, but she is being paid significantly less.

Council Member Newton asked if that should be discussed in a closed session.

Mr. Park stated it is optional and may be done at some point, but it is not required. He felt the job description should focus on what the "ideal candidate" would be.

Council Member Stringham stated the Council has previously discussed rewriting the job description to something more specific.

Council Member Newton asked David Delquadro, Chief Financial Manager, Council Office, what his timeline is for retirement.

Mr. David Delquadro, Chief Financial Manager, Council Office, stated he would like to stick around long enough to watch the American Rescue Plan Act (ARPA) funds disappear,

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but he is not a merit employee and serves at the pleasure of the Council. He thought it would probably be less than three years.

Council Member Newton stated the Council would definitely want somebody who could be teed up to step in. It needed to revise the job description to include some of the components it would be seeking for a replacement for Mr. Delquadro and start recruiting. In this market, it is important to act quickly when hiring.

Mr. Isaac Higham, Senior Policy Advisor, County Council, stated from a fiscal standpoint, there were a lot of things Mr. Kendrick was doing that could be rewritten to Ms. Gorski's position, with commensurate salary increases.

Council Member Newton asked if the description could be rewritten in a way that would allow for one full time employee when Mr. Delquadro retires instead of two. The Council might as well utilize the people it has, and Catalina Davison might need more tasks.

Council Member Theodore stated a hybrid option to work remotely part-time might help since the State pays more for some of these positions.

Council Member Stringham stated the Council will rewrite the job descriptions for the two positions.

Mr. Higham stated he recommended raising Ms. Gorski's salary as well. She recently graduated and has an ability to keep calm when things are hectic.

Ms. Danielle Wallace, Senior Policy Advisor, Council Office, asked if the job descriptions could focus public policy aspects onto Ms. Gorski's position and have Mr. Delquadro's position continue to do budgetary items.

Mr. Delquadro stated Mr. Kendrick was the Sherpa guru and knew more about that than anybody, which is why he was so attractive to Rod Kitchens.

Council Member Stringham stated cross training is always a good idea whenever possible.

Mr. Park stated the Council might benefit from having someone produce inhouse policy analysis and Ms. Gorski might be a good fit for this. Historically the Council has had to resort to asking advice from people in the Mayor's Office. That would require an updated job description though.

Mr. Higham stated the current job description did not produce the type of candidates the Council was looking for during the last round of interviews.

Council Member Stringham asked how quickly the job descriptions could be rewritten.

Mr. Delquadro stated it could be done by the end of the week.



New Part Time Council Employee for Constituent Affairs

Council Member Stringham stated this position was moved from the Mayor's Office to the Council Office during the last budget session. The pay does not come from the Council's budget though; it comes from the Municipal Services District (MSD). So technically, this is an MSD position that is overseen by the Council.

Council Member Bradshaw stated he thought this had been put on hold.

Council Member Newton stated she also thought it had been put on hold.

Council Member Stringham stated there was a vote.

Mr. David Delquadro, Chief Financial Manager, Council Office, stated he did not know if there was ever a clear understanding. Everyone agreed the position should be funded by the MSD, but there was some disagreement on whether it should be managed by the Council, and he was not sure if that was part of the motion.

Council Member Stringham stated she would look into it.

Council Member Newton stated she hated the idea of adding more employees to the Council Office because it does not have the best management structure.

Council Member Bradshaw stated this issue goes back to Mr. Delquadro and succession planning. The Council has effectively made Mr. Delquadro a Chief of Staff without the title. Long term, it is concerning that there is no official structure.

Council Member Stringham stated this has been a concern for quite some time. Both she and Kara Trevino have met with the Mayor's Office to look at job descriptions. While it made sense to some to have the person who previously held this position working at the Mayor's Office, it did not make sense to her because it caused a breakdown in communication.

Ms. Kara Trevino, Intergovernmental Relations Manager, Council Office, stated this would not be adding someone to the office; - it is an FTE position that already exists. The person in this position would interface with the community councils and the MSD. Since Council Member Stringham is on the Board of Trustees at the MSD, there would be a tighter connection. The position would also interface with the Mayor's Office. There would be a lot of meetings. This person could also track unincorporated legislation.

Council Member Bradshaw stated he did not think a part-time employee would be able to manage all the meeting attendance required.

Council Member Stringham stated the position is full time with benefits and is exempt. The pay range is around \$60,000 to \$65,000 per year. The Council could review this

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position in a year to see if it should continue. She is open to suggestions, but the Mayor's Office is supportive.

Council Member Newton asked if this person would also be managing the High-Country Estates.

Council Member Stringham stated they would.

Mr. Mitchell Park, Legal Counsel, Council Office, stated he would recommend stating in the job description that this person would act as a liaison between incorporated and unincorporated Salt Lake County including the community councils. This would recognize that unincorporated residents and people in the community councils were not the same.

Council Member Newton asked who would be giving this person their annual review.

Council Member Stringham stated Ms. Trevino will be hiring and giving the annual review.

Council Member Newton stated she is uncomfortable bringing in more staff.

Council Member Bradshaw stated the Council previously and unsuccessfully attempted to bring in a legislative auditor who reported to nine different Council Members. That was the last straw for him in terms of not bringing in any more staff without first taking a hard look at the management structure. He felt that with Ms. Trevino providing direct supervision, it might work better. He did wonder why the position should not be kept in the executive department if the role is going to largely interface with the executive department and incorporated residents.

Council Member Stringham stated the position will work with all three departments. The problem before was, information was never shared with her. She would go into a board meeting and vote a certain way not having been aware of certain discussions that had taken place.

Council Member Newton stated from a position of having to advocate, it seemed that a person would have so much more power being in the Mayor's portfolio than in the Council Office.

Council Member Stringham stated up until this point, there was not a good communication process. The goal going forward is to continue the MSD meetings with her and the Mayor's Office. This should put a good communication trail in place.

Council Member Newton asked if the expectation of keeping the board member up to speed could not be addressed without making so many changes.

Council Member Stringham stated the MSD is not required to work with the Mayor's Office at all; it is only required to work with the board member. The Mayor's Office has a contractual obligation to work with the MSD, but it has no say in the MSD. It made sense for the Council Member on the board to be the closest to the person who is communicating with those community councils. There is just no way she can do that full time.

Council Member Newton stated that makes sense.

Ms. Abby Evans, Senior Policy Advisor, Council Office, stated the MSD pays a portion of her salary and she would continue to help with this position. A lot of the job is making sure the Council gets the interface it requires.

Council Member Stringham stated part of that is going to require training before any funding is received. The Councils within the MSD are supportive of the changes and the training.

Council Member Bradshaw asked if the individual holding this position would help with legislative issues or just unincorporated issues.

Council Member Stringham stated it would help with the MSD and unincorporated issues.

Council Member Newton stated she is willing to try this provided it is reevaluated after a year.

Council Member Bradshaw stated process wise, it still must be approved. He asked if it would be part of the June budget.

Ms. Trevino stated the funds come out of an account Jared Steffey, Public Works & Municipal Services Department, manages, but she did not think that vote was taken by the Council.

Council Member Stringham stated she would check, but ultimately, the Council would vote regardless because it is changing the job description.

Council Member Bradshaw stated he did not think the Council would find a dedicated person for a part-time position.

Ms. Danielle Wallace, Senior Policy Advisor, Council Office, stated she thought this job could be done straight out of college.

Council Member Newton stated the Council needed someone competent, and a bachelor's degree should not necessarily be required.

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The meeting was adjourned at 2:35 PM.

Chair, Executive Subcommittee

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Deputy Clerk

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