

**Notice and Agenda for  
Pima County Meet and Confer Committee Meeting  
Thursday, February 16, 2012  
3:00 P.M.**

**Meeting Location:**

Pima County Administration Building  
130 W. Congress St., 6<sup>th</sup> Floor  
Finance and Risk Management Training Room  
Tucson, AZ 85701

**ADA Accommodation:**

The meeting room is wheelchair and handicapped accessible. Any person who is in need of special services (e.g., assistive listening device, Braille or large print agenda material, signer for hearing impaired, etc.) due to any disability will be accommodated. Please contact the Finance and Risk Management Department at (520) 740-8229 for these services at least three (3) business days prior to the Committee meeting.

The Committee may discuss and take action on any of the following items:

1. Call to Order.
2. Discussion of "release" time, including Request for Release Time Form, relationship to union activities unrelated to Pima County employees, such as SEIU activities negotiating for employees of other entities. Reduction of 4,800 hours in Article I, Section 1-1, Paragraph 3 of Meet and Confer Memorandum of Understanding to 1,500 hours. Prohibition against leave for political purposes. Union Representation hours (ETAF Code 360) was 162.3 hours for calendar year 2011; Union Activity hours was 1,587.15 hours for calendar year 2011.
3. Discussion of scope of review by Meet and Confer Committee Catastrophic of the Leave Bank proposal presented to the Pima County Health Insurance Benefits & Wellness Advisory Committee. Direction from the County Administrator and information from the Pima County Attorney's Office. Discussion of minutes of the Board of Supervisors minutes of the April 12, 2011 meeting (Board Agenda Item 13) and of the August 15, 2011 meeting (Board Agenda Item 13).
4. Discussion of Pima County procurement process, including:
  - a. Pima County Procurement Code contained in Title 11 of the Pima County Code (<http://www.pima.gov/cob/pccode.shtml>)
  - b. Board of Supervisors Policies 29.1 through 29.11 (<http://www.pima.gov/cob/POLICY/TableofContentPolicies.htm>).
  - c. Guide on How to Participate in the Pima County Procurement Process <http://www.pima.gov/procure/business/guidetodoingbusinesswithpimacounty.pdf>.
5. Discussion of disposition of sludge and scrap metal under Country rules.
6. Discussion regarding unused teleconferencing/video monitor at H.K. Abrams Building.
7. Discussion of meeting schedules, future agenda items, and procedural matters.
8. Call to the Audience.
9. Adjournment.

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Prepared by: Tom Burke

- Digital recordings of meetings are available at the Pima County Finance and Risk Management Department three business days after the meeting.