

KITTITAS COUNTY
COMMISSIONER REGULAR MEETING

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Human Resource Study Session

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June 8, 2010
10:00 AM

| Topic | Outcome / Minutes |
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| <p>Authorization for Out-of-State Travel</p> <ul style="list-style-type: none"> Sheriff | <ul style="list-style-type: none"> Session began at 10:03 a.m. Undersheriff Myers presented a brief summary of the request; the Travel Authorization was approved 3:0, no discussion. |
| <p>Other Discussion</p> <ul style="list-style-type: none"> Sheriff – Voucher for Ken’s Auto Wash | <ul style="list-style-type: none"> The Commissioners received a voucher from the Sheriff’s department for Ken’s Auto Wash. Commissioner Jewell asked Undersheriff Myers if they had ceased using Ken’s Auto Wash after the Board directed departments to utilize the Fair facility. Undersheriff Myers indicated the last use was on June 7, when a Deputy read the email directive to stop utilizing that facility while he was at the car wash. Commander Gubser has suspended the service. Undersheriff Myers also indicated that he did not know that directive applied to the Sheriff’s department because at four washes a week it would take a long time to get their entire fleet through. In addition, scheduling in advance is not convenient for the officers. Commissioner Jewell indicated that they could work with the schedule to provide greater flexibility, and added that scheduling in advance was required for oil changes only. Undersheriff Myers stated that he was not comfortable with internal maintenance on emergency response vehicles because when their cars are serviced they are provided with more than just an oil change. The service provider does a thorough inspection of the vehicle, and Kelleher’s provides recall checks as well. The Board indicated that this was a cost-saving measure for the County. HR Manager Young offered from a Risk Management standpoint, by utilizing an outside service we are also transferring some of the risk. If services are provided internally and a mistake is made, the liability lies within. The Board requested that the Undersheriff attend the Maintenance Study Session on June 10 at 10:00 a.m., and also asked that he notify Director Anderson of the discussion ahead of time. The voucher for Ken’s Auto Wash was approved as presented. |
| <p>PAF’s</p> <ul style="list-style-type: none"> Discussion | <ul style="list-style-type: none"> Prosecutor Zempel was present to answer questions pertaining to a PAF for the new DPA. Discussion surrounded the status of his budget and the supporting factors for bringing the new employee in above minimum of the DPA II scale. Following the brief discussion, the PAF was approved 3:0. |
| <p>Labor Relations Update</p> <ul style="list-style-type: none"> Local 2658 (Appraisers) Local 760 (Probation) <p>Anticipated executive session: RCW 42.30.140 (4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective</p> | <ul style="list-style-type: none"> The Board entered executive session at 10:20 a.m. to discuss matters related to collective bargaining. Anticipated length: 35 minutes Anticipated action: Direction to staff The Board exited executive session at 10:55 a.m. for a brief recess to attend another meeting. Further discussion is necessary; meeting will resume at approximately 11:30 a.m. |

APPROVED
7/6/2010

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| <p><i>bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.</i></p> <p><i>Other Executive Session Added:</i> <i>RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.</i></p> | <ul style="list-style-type: none"> • The meeting reconvened at 11:25 a.m. and re-entered executive session with all required parties present to continue discussion related to collective bargaining; the Board also added a brief discussion surrounding performance of a public employee. • Anticipated length: 25 minutes • Anticipated action: Direction to staff, and action on a PAF • The Board exited executive session at 11:50 a.m. with direction to staff, and approval of a PAF extending the probation of an employee. |
| <p>Redmon and Associates</p> <ul style="list-style-type: none"> • Proposal | <ul style="list-style-type: none"> • The Board resumed regular session at 11:50 a.m. • HR Director Whalen indicated the proposal from Redmon and Associates offered several options ranging from \$10k - \$30k. The Board asked if there was an identified funding source; HR Director Whalen replied there was not. The Board asked HR Director Whalen to present the issue to Management Team the next day (June 9) to get their feedback. HR Director Whalen will forward the proposal to the Management Team and be prepared for discussion at the meeting. • The session ended at 11:53 a.m. |
| <p>Attendees</p> | <p>Mark McClain, Paul Jewell, Alan Crankovich, Joseph Whalen, Lisa Young; also present for specific topics: Clay Myers, Greg Zempel</p> |