KITTITAS COUNTY
COMMISSIONER REGULAR MEETING
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Human Resource Study Session
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September 28, 2010
10:00 AM

Topic	Outcome / Minutes
Labor Relations Update • Local 792 CH (Courthouse) • Local 760 (Probation) • Local 760 (Corrections) – *added as "other" discussion.* **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 bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.*	• Session began at 10:00 a.m. • The Board entered executive session at 10 a.m. to discuss matters relating to collective bargaining. • Anticipated length: 20 minutes • Anticipated action: None • The Board exited and re-entered executive session at 10:20 a.m. • Anticipated length: 3 minutes • Anticipated action: None • The Board exited executive session at 10:23 a.m. with no action taken.
IIE/Steering Committee	• Interim HR Director Young asked if the Board would approve a 2-3 hour meeting where all previous IIE participants would be invited to discuss the Guiding Statements created with Tammy Redmon and the possibility of combining groups. She added that since so many employees have participated, it could impact staffing in departments where most or all staff would be invited. • The Board indicated that they were in support, but that business need comes first and the employees would have to have the approval of their manager or supervisor to attend.
WCIF 2011 Group Master Application	• Interim HR Director Young asked Commissioner Crankovich to review and sign the 2011 WCIF Group Master Application since he has historically been the one involved with the annual renewal. The document was due to the WCIF by 9/24, and was placed on the agenda for signature ratification. Commissioner Jewell moved to ratify Commissioner Crankovich's signature; Chairman McClain seconded. Motion carried 3:0.
UDC Staffing APPROVED 10/5/2010	• In response to Judge Ellis' email to Chairman McClain regarding the wage of Court Administrator, Interim HR Director Young gathered some data on similar promotional scenarios. She also indicated that two PAF's for out-of-class pay within the same department were presented on 9/27 but held for discussion. She clarified that the PAF's were for a temporary increase in pay per Union contract and did not indicate a permanent position change. • The Board approved the two PAF's as presented and collectively directed Chairman McClain to respond to Judge Ellis letting him know that they will address compensation issues with the budget cycle, and that he would be invited to the next HR Study Session to discuss the organizational structure of the department and out-of-class pay. The Commissioners asked Interim HR Director Young to send Judge Ellis an invitation to the next meeting.
Project Update	• Interim HR Director Young provided a brief update on her projects including the evaluation process and policy updates.

Other Discussion 1. Skype	• Chairman McClain said he recently participated in a discussion using Skype and thought it may be an effective tool for conducting job interviews in lieu of telephone interviews when the candidate could not be here in person. He spoke with IS Director Senter and suggested that the account be managed by HR or IS. Commissioner Jewell stated that the program was available for free. The candidate would need to have a Skype account (free), webcam, and microphone or telephone. Interim HR Director Young asked if the Board would like her to work with IS Director Senter on this project, which the Board supported. • Session ended at 10:47 a.m.
Attendees	Mark McClain, Paul Jewell, Alan Crankovich, Lisa Young; Clayton Myers attended for the executive session.