

KITTITAS COUNTY
COMMISSIONER REGULAR MEETING

Human Resource Study Session

August 24, 2010

10:00 AM

Topic	Outcome / Minutes
Department Staffing	<ul style="list-style-type: none">• Session began at 10:03 a.m.• Treasurer Panattoni was present to discuss her desire to promote her employee to Admin Assistant at mid-point, which the Board had denied, requiring that the employee be brought in at minimum. The Board encouraged her to consider any potential adjustments as part of her 2011 budget.• PH Administrator Bambrick and Dr. Larson were present to recommend her reclassification of Health Educator staff. She expressed a desire to have consistency in staffing structure across all divisions, as implemented in EH and Nursing, which included revised job descriptions and internal parity in pay. Her recommendation included the following:<ul style="list-style-type: none">○ Part-time Health Promotion Manager becomes a full-time Health Promotion Supervisor. Chairman McClain moved to approve, Commissioner Jewell seconded; motion carried 3:0.○ Effective 1/1/11, Health Educator II is implemented and one staff member is promoted; Community Outreach Worker II is also implemented and one staff member promoted. Commissioner Jewell moved to approve, Commissioner Crankovich seconded; motion carried 3:0.
Other Discussion	<ul style="list-style-type: none">• PH Administrator Bambrick presented out-of-state travel authorization requests for three Health Education staff members to attend training in Oregon. The expense would be funded by ARRA. Travel authorizations were approved as presented, 3:0.
Projects	<ul style="list-style-type: none">• Interim HR Director Young provided a brief update on her projects as follows:<ul style="list-style-type: none">○ Wage survey – several Department Heads/Elected Officials had brought forward their desire to utilize unique comparables for specific positions because the wage survey did not reflect growth that they felt was accurate. The Board requested that the next HR Study Session be extended to three hours for discussion pertaining to wage administration.○ IIE – Interim HR Director Young reported that she was still having difficulty securing an agreement with TPI/Redmon & Associates.

APPROVED
12/7/2010

	<p>They suggested that she speak with the Auditor regarding any concerns that funds were expended without a finalized agreement in place.</p> <ul style="list-style-type: none"> ○ Evaluation project – still collecting examples and will try to have some suggestions soon. The Board indicated that they would like to make progress on this project. ○ Budget – offered assistance with the process if needed. ○ PDR – one remains open.
<p>Labor Relations Update</p> <ul style="list-style-type: none"> • Local 792 CH (Courthouse) • Local 760 (Probation) <p>Anticipated executive session: <i>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.</i></p>	<ul style="list-style-type: none"> • The Board entered executive session at 10:42 a.m. to discuss matters related to collective bargaining. • Anticipated length: 10 minutes • Anticipated action: Direction to staff • The Board exited executive session at 10:52 a.m. with direction to staff. • Session ended at 10:52 a.m.
Attendees	<p>Mark McClain, Paul Jewell, Alan Crankovich, Lisa Young; Others present for specific discussion: Deanna Panattoni, Cathy Bambrick, Mark Larson MD</p>