KITTITAS COUNTY
COMMISSIONER REGULAR MEETING
≈
Human Resource Study Session
≈
October 26, 2010
10:00 AM

Topic	Outcome / Minutes
Personnel Matters **Anticipated executive session:** *RCW 42.30.110 (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.*	• The Board entered executive session at 10:08 a.m. to discuss matters related to potential litigation with legal counsel. • Anticipated length: 35 minutes • Anticipated action: Direction to staff • The Board exited executive session at 10:43 a.m. with the following direction: Legal staff to move forward as discussed; Assessor authorized to shift budget dollars to professional services.
Labor Relations Update • Local 792 CH (Courthouse) • Local 792 (Road) **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.*	• The Board re-entered executive session at 10:43 a.m. to discuss matters related to collective bargaining. • Anticipated length: 5 minutes • Anticipated action: None • The Board exited executive session at 10:48 a.m. with no action taken.
Policy – Wage Administration	• Interim HR Director Young shared a revised draft of the Wage Administration policy as well as comments received from management. Chairman McClain provided his suggestions, and the other members will review the draft further. Interim HR Director Young will forward the comments she received to the Board.
Staffing – PH Admin Update	• Update provided to the Board on the status of applications received to date.
Training APPROVED 12/7/2010	• Interim HR Director Young presented two matters with regard to training. 1) HR would be able to cut the entire funding for IIE in 2011 if needed; there are sufficient funds in the 2010 budget to order enough materials to hold up to three facilitations next year. Given the interest that was reflected for our last facilitation, we may not need any classes beyond that, and we currently have enough for one session of 23. The Board decided 2:1 to not purchase any additional materials and hold one more session with the materials on hand (Commissioners Jewell and Crankovich: Chairman McClain). 2) Interim HR Director Young was able to secure a training opportunity for HR staff at a buy one get two free rate. She asked for permission to cancel the next regular Study Session and close the office so all staff could attend. The Board approved 3:0.

Other Discussion **Anticipated executive session:** *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.*	• The Board re-entered executive session at 10:58 a.m. to discuss matters related to the performance of a public employee. Interim HR Director Young was excused for the discussion. • Anticipated length: 5 minutes • Anticipated action: None • The Board exited executive session at 11:03 a.m. and re-entered for another 5 minutes. • The Board exited at 11:08 a.m. with no action taken. • Session ended at 11:08 a.m.
Attendees	Mark McClain, Paul Jewell, Alan Crankovich, Lisa Young Also present for specific e topics: Zera Lowe and Marsha Weyand.