

KITTITAS COUNTY
Human Resource Department

AGENDA STAFF REPORT

AGENDA DATE: September 7, 2010

ACTION REQUESTED: **REVIEW AND APPROVAL OF THREE PERSONNEL ACTION FORMS (PAF'S)**

BACKGROUND: PAF'S are normally presented for BOCC signature each Monday morning. Due to Labor Day, there will be no regular Monday meeting.

These three PAF's presented today are for Fair Workers that were hired later than the rest to fill positions that were suddenly vacated.

Judy Pless, Budget & Finance Manager, runs a special payroll specific to Fair Workers. To avoid delay, we ask that these PAF's be signed as part of the BOCC Agenda under Administrative Matters.

INTERACTION: Kittitas County HR Department
Kittitas County Fair Department
Kittitas County Board of County Commissioners
Judy Pless, Budget & Finance Manager

RECOMMENDATION: The Human Resource Department recommends review and approval of the three PAF's attached.

HANDLING: Return one (1) original of each PAF to HR

ATTACHMENTS: Personnel Action Forms

LEAD STAFF: Lisa Young, Interim Human Resource Director