

Kittitas County Human Resources

Agenda Staff Report

AGENDA DATE:

8/21/2012

ACTION REQUESTED:

Request to Approve a Memorandum of Understanding with AFSCME Local 792-CH (Courthouse Union)

BACKGROUND:

AFSCME Local 792-CH represents the interests of clerical staff employed by various Kittitas County departments, including Misdemeanant Probation and the Auditor's Office.

Upon review of staffing needs while factoring in budget considerations, the following changes were made:

The Misdemeanant Office Assistant was reclassified to Probation Secretary with a wage scale that more accurately reflects the required knowledge, skills, and abilities to handle the range of assigned duties.

The Auditor's Office determined that they would not fill the Accounting Technician vacancy, in part because some of the duties have been shifted back to other agencies. As a result, the remaining duties have been distributed among current staff, including the Accounting Assistant. In recognition of the more complex duties that employee will take on, the employee will be reclassified to Accounting Assistant II with a wage scale that more accurately reflects the new responsibilities. She will remain at Step 7.

Kittitas County and representatives of Local 792-CH have come to a mutual agreement to accept these changes, as indicated by the attached Memorandum of Understanding.

INTERACTION:

Lisa Young, Human Resource Director
William Holmes, Probation Services Director
Judy Pless, Budget & Finance Manager
AFSCME Local 792-CH
Board of County Commissioners

RECOMMENDATION:

HR recommends approval of the attached Memorandum of Understanding.

HANDLING:

Please return one original to HR.

LEAD STAFF:

Lisa Young