

Kittitas County Human Resources

Agenda Staff Report

AGENDA DATE:

1/18/2012

ACTION REQUESTED:

Request to Adopt a Resolution Updating the Kittitas County Personnel Policies

BACKGROUND:

Kittitas County has established a Personnel Policies Manual under the authority of the Board of County Commissioners.

During the 2012 budget process, amendments were made to the following policy:

(5-1) Wage Administration

These amendments include:

- 1) Move all non-Union wage increases to January 1, rather than the position date of the employee
- 2) Set market review of wages to occur at least every three years rather than two
- 3) Introduce the ability to adjust wage ranges each year when a market study is not performed, based on a set percentage or CPI, subject to the financial status of the County and as determined by the Board of County Commissioners.

INTERACTION:

Human Resources

The Board of County Commissioners

The Kittitas County Management Team

RECOMMENDATION:

Human Resources recommends approval and adoption of the attached Resolution updating the Personnel Policies for Kittitas County.

HANDLING:

Return 1 copy to Human Resources

LEAD STAFF:

Lisa Young