

KITTITAS COUNTY  
COMMISSIONER SPECIAL MEETING

~  
Human Resource Study Session  
~

September 20, 2010

1:00 PM

Topic	Outcome / Minutes
PAF's	<ul style="list-style-type: none"> <li>• Session began at 1:05 p.m.</li> <li>• Two PAF's were presented for signature; the merit PAF was approved as presented; the promotion PAF was approved with edits noted.</li> </ul>
Other Discussion	<ul style="list-style-type: none"> <li>• Additional discussion regarding a voice mail received by CDS the previous Friday afternoon. Security Officer Hansberry was invited to determine the appropriate action. Commissioner Crankovich also attempted to reach PW Director Holmes by phone and left a message. Security Officer Hansberry indicated he would report back as soon as he had more information.</li> </ul>
<p><b>Labor Relations Update</b></p> <ul style="list-style-type: none"> <li>• Local 792 CH (Courthouse)</li> </ul> <p><b>Anticipated executive session:</b> <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"> <li>• The Board entered executive session at 1:20 p.m. to discuss matters related to collective bargaining.</li> <li>• Anticipated length: 10 minutes</li> <li>• Anticipated action: Direction to staff</li> <li>• The Board exited executive session at 1:40 p.m. with direction to staff.</li> </ul>
<p><b>Compensation &amp; Budget</b></p>	<ul style="list-style-type: none"> <li>• Interim HR Director Young was asked to schedule an extended session to discuss wage administration for 2011. The three main topics included:               <ol style="list-style-type: none"> <li>1. Implementation of the wage survey</li> <li>2. Benefit contributions</li> <li>3. Updating the merit increase chart</li> </ol> </li> <li>• It was determined that the wage survey would most likely not be implemented due to the financial impact that would result. It was also determined that the benefit contribution and merit increases could not be determined until all departmental budgets were submitted and reviewed along with projected revenues. The possibility of applying 1% to all non-bargained ranges was discussed. The Commissioners decided to wait to make any decisions until the October 13 budget meeting.</li> <li>• The Board discussed the Wage Administration Policy, and the ability for employees to be hired at the mid-point. Commissioner Crankovich moved to change the policy to only allow up to ¼-point for new hires, Chairman McClain seconded. Commissioner Jewell did not feel this would solve the issue, and Commissioner Crankovich withdrew his initial motion. Commissioner Jewell moved to change policy to have</li> </ul>

**APPROVED**  
12/7/2010

	<p>all new hires and promoted employees enter at the minimum of the wage scale without approval of the BOCC, and indicated he would draft policy accordingly. Commissioner Crankovich seconded. No discussion to the motion. Motion carried 3:0.</p> <ul style="list-style-type: none"><li>• Session ended at 3:35 p.m.</li></ul>
Attendees	Mark McClain, Paul Jewell, Alan Crankovich, Lisa Young