MINUTES
KITTITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM
SPECIAL MEETING
HR STUDY SESSION

FRIDAY 3:30 PM SEPTEMBER 23, 2011

Board members present: Alan Crankovich, Obie O’Brien
Others: Lisa Young, Gene Dana, Deanna Panattoni, Jerry Pettit, Duke Senter

CALL TO ORDER: 3:30 PM

This special meeting was scheduled in place of the September 27, 2011 regular HR Study Session.

ELECTED OFFICIAL WAGES
Auditor Pettit, Treasurer Panattoni, and Sheriff Dana were present to represent the Elected Officials. Auditor Pettit proposed matching BOCC wages for Auditor, Assessor, Clerk, and Treasurer. Commissioner O’Brien asked if it was that way in other counties. Auditor Pettit replied that it was in some, some are close and some match. Commissioner Crankovich asked where the money would come from; Auditor Pettit replied it would come from where other money comes from (the General Fund). Commissioner Crankovich indicated he had no immediate opposition, but wanted to have further discussion, adding it would be a big financial impact to proceed. HR Director Young provided the comp data and AWC comparisons. Commissioner Crankovich asked if a decision was expected at that time; Auditor Pettit replied that he was just asked to bring a proposal forward for consideration. Commissioner Crankovich suggested the idea of a two-year phase-in. The Board tabled the discussion for a future meeting when Chairman Jewell could be present.

IS DEPARTMENT RESTRUCTURE
HR Director Young summarized the proposal, which has been a work in progress for many months. The change would create two levels of Systems Administrator and reclassify Davis Steffens as a Systems Administrator I. She stated that the impact would be more significant using the market-based recommended ranges now rather than restructuring based on current wage data and updating if the

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new ranges are adopted by the BOCC for 2012. Commissioner Crankovich stated he was cautious regarding any expense because the special (legislative) session would be coming as well as our own budget process. IS Director Senter said they had received an unexpected rebate that would help offset the immediate cost, and he had concern over retention of a qualified employee if we don’t move forward. Commissioner O’Brien moved to approve the proposed structure based on current wage ranges and approval of the PAF (Personnel Action Form) as presented, retroactive to 2/1/11. Commissioner Crankovich seconded. IS Director Senter added it was the right thing to do. The restructure and PAF were approved as presented, 2:0 (Chairman Jewell absent).

IS Director Senter then provided a brief update on the recent virtualization presentation.

**PARKING: ADA ACCESS**

HR Director Young reported that a concern was expressed regarding the parking at the west end of the Courthouse. There is a pipe railing that projects from the building on the SW corner, and if a vehicle with sufficient clearance pulls all the way into the adjacent parking it reduces passage from the handicap parking to the ramp that provides access to the ADA compliant door. She suggested making the spots right in front of the railing compact only, or adding barriers that would stop vehicles ahead of the sidewalk. The Board said that end of the building was scheduled for a remodel which would create angled parking, and asked if we could just change it to angle parking now; however, they would prefer compact only parking over added barriers. HR Director Young will check with Facilities Director Anderson.

**EXECUTIVE SESSION: APPRAISERS/ROAD UNIONS**

The Board entered executive session at 4:30 PM to discuss matters pertaining to collective bargaining (see RCW reference below). Anticipated length: 5 minutes; Anticipated action: None. At 4:35 PM the Board exited executive session and re-entered for an additional 5 minutes. The Board exited executive session at 4:40 PM with no action taken.

*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.*

**MEETING ADJOURNED: 4:40 PM**