

COMMISSIONERS' MINUTES
KITITITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM
REGULAR MEETING
HR STUDY SESSION

TUESDAY

10:00 AM

FEBRUARY 28, 2012

Board members present: Alan Crankovich, Obie O'Brien, Paul Jewell

Others: Lisa Young

CALLED TO ORDER at 10:00 AM

EXEMPT VS. NON-EXEMPT STATUS

Chairman Crankovich initiated the discussion, indicating concern about exempt employees not using leave when appropriate. HR Director Young said when this subject had been discussed in the past, the Prosecutor has warned that we cannot treat exempt employees like hourly employees; Commissioner Jewell disagreed as far as the expectation of work schedules and documenting the time in and time out. To discuss a more specific issue, the Board entered executive session at 10:07 AM to discuss the performance of a public employee (see RCW reference below); anticipated length: 30 minutes; anticipated action: direction to staff. The Board exited executive session at 10:42 AM and requested that HR Director Young complete an audit of exempt employees for discussion at the next study session. They also expressed interest in drafting policy that requires exempt employees to balance to 40 hours per week, using vacation and/or sick leave as appropriate if they fall under 40 hours.

RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public.

EXECUTIVE SESSION: UNION NEGOTIATION UPDATE

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.

The Board re-entered executive session at 10:43 AM to discuss matters pertaining to collective bargaining. Anticipated

APPROVED

6/15/2012

length: 5 minutes; anticipated action: Direction to staff. The Board exited executive session at 10:48 AM with direction to staff to proceed as discussed.

PROJECT UPDATE

HR Director Young provided a brief update on some of her current projects. She will schedule a special meeting to review progress on the PDP. Regarding the Benefits Committee, she indicated that the Union Staff Representatives have expressed an interest in attending committee meetings. The Commissioners felt it was fine for them to attend to listen to the discussion, but they would not be active participants. She reported that HR is also working on the DD Program Coordinator position.

MEETING ADJOURNED at 10:50 AM