Board members present: Chairman Alan Crankovich and Vice-Chairman Obie O'Brien & Commissioner Paul Jewell.

Others: Mandy Robinson, Deputy Clerk of the Board; Judy Pless, Budget and Finance Manager; Clay Myers, Undersheriff; Jim Goeben, IT Director; Lisa Young, HR Director; Darlene Mainwarning, Director KITTCOM.

SPECIAL MEETING EXECUTIVE SESSION SHERIFF

At 3:03 p.m. Chairman Crankovich opened a Special Meeting and announced the Board would recess into Executive Session for 10 minutes 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. No action was anticipated.

At 3:13 p.m. the Board reconvened from Executive Session. No action was taken.

SPECIAL MEETING DISCUSS TECHNOLOGIST POSITION SHERIFF

At 3:13 p.m. Chairman Crankovich opened a Special Meeting to discuss with County staff a new position (Technologist) in the Sheriff’s Office.

Clay Myers, Undersheriff presented the Board with an outline of a job description for a “Technologist”. He explained that at one time there was an Administrative Commander in the Sheriff’s Office (SO) position that hasn’t been filled for quite some time and those duties have been distributed to different command staff. He explained that the problem with that is there is staff doing work that generally is done by someone who is skilled in that arena and currently, that’s not the case additionally it is pushing duties for Command staff off and to
not be done depending on the priority and in turn they are getting further and further behind. He stressed that the proposal is not to take work away from KITTCOM or the County Information Technology (IT) Department, but is to pick up where they leave off. He explained that the position will take a special person that will have to be highly skilled and the hours could easily be more than fulltime due to the volume of work and priority. Chairman Crankovich requested job descriptions of the Command staff. He felt it would be helpful to know where duties are falling behind and what they have taken on in addition to their normal duties. Commissioner Jewell indicated that when this position was spoken about last year the 3/10th of 1% Committee was not supportive of it. He questioned what had changed. He questioned if this had gone before the Committee again, and suggested that it go before them prior to the BoCC taking action. He felt that the Committee recommendation would be prudent upon the Board supporting it.

Mr. Myers was given direction to go back and get a recommendation from the Committee.

Commissioner O’Brien questioned duties on the proposed job description and the potential impacts to KITTCOM and IT.

**SPECIAL MEETING OUT OF STATE TRAVEL REQUESTS SHERIFF**

Chairman Crankovich noted he would be combine the discussion of Out of State Travel requests with the discussion regarding Travel Authorization Policy.

Clay Myers, Undersheriff requested modification to the County Travel Authorization Policy. Lisa Young, HR Director indicated that during her HR Study Session she has been working with the Board and given direction to make the proposed changes they have discussed and it is currently being worked on for the BoCC to consider at a later date. Commissioner Jewell indicated that he and Undersheriff Myers had spoken previously and at that time Commissioner Jewell committed to bringing forward this policy for updates and he followed through with that, but reminded Mr. Myers that it takes time.

Clay Myers, Undersheriff stated that he had five out of State Travel Authorizations and realized when he got to the meeting they were not filled out. He indicated he would bring them back at a later date for consideration.

**SPECIAL MEETING TRAVEL AUTHORIZATION POLICY SHERIFF**

See above, combined discussion.
Clay Myers, Undersheriff asked the Board to consider modifying the County’s Multiple Positions Policy. He explained the issues they run into with this policy’s a Control Room Operator cannot also work as a Reserve Deputy nor can a Corrections Officer work as a Reserve Deputy, and cannot share positions within the (SO). He explained why it would be beneficial and gave examples of other agencies using the County’s talent, noting that the County staff would rather act as a reserve for the County but due to the policy they cannot. Lisa Young, HR Director reviewed the Fair Labor Standards Act (FLSA) and noted that due to (FLSA) the County cannot do what Undersheriff Myers is discussing. She explained that her and Undersheriff Myers have discussed this previously but there seems to be a disconnect in understanding.

The Board directed staff to get PA review to see what they think, and also get the Washington County’s Risk Pool (WCRP) feedback.

The meeting was adjourned at 4:05 p.m.