

**COMMISSIONERS' MINUTES
KITITITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM
REGULAR MEETING**

TUESDAY

10:00 AM

APRIL 23, 2013

Board members present: Obie O'Brien, Paul Jewell, Gary Berndt

Others: Lisa Young, Michael Nigrey, James Rivard

REGULAR MEETING

COMMISSIONERS

Called to Order at 10:05 AM

Staffing Discussion:

PH: Environmental Health Supervisor Rivard was present on behalf of Administrator Read to request the ability to increase Health Educator Fuller's hours from 32 to 40 per week until they are fully staffed. They are currently recruiting for Assessment Coordinator, Accountant, and Public Health Clerk, and should have sufficient budget dollars given the vacancies that have occurred. The Board approved. EHS Rivard then notified the Board that he would like to take some additional FMLA for the birth of his son. At the time he was born EHS Rivard was not able to take full FMLA leave due to the department not having an administrator. The PAF's for both issues will be submitted to the Board for approval on Monday (4/29).

Letter Acknowledging Increases for Appraisers:

HR Director Young provided some background information regarding the Appraisers Union contract stating it allows the Union discretion for distribution of the percentage increase granted during the budget process so long as it does not create a burden for payroll staff. She further explained that the group had opted to delay their increase to April 1 to be able to grant two employees steps who are eligible, and provide a 2.11% COLA to all employees. HR Director Young asked if she could work with the Chairman to provide a letter to payroll acknowledging the Union's wage plan/proposal for 2013. The Board approved. HR Director Young will draft a letter for the Chairman's signature.

Policy Updates:

APPROVED
5/7/2013

HR Director Young had hoped to have revised policy drafts to provide but has not had time to prepare them; however she did provide the Board with an update on the three policies previously discussed which were taken to Management Team for feedback. She stated that she would like to put the Travel Authorization policy on the next Agenda so managers no longer have to seek Board approval if funding is available for business travel. This policy change did not receive any comments from the Management Team. The other two policies, Technology Use and Reimbursement of Training to the County raised some concerns amongst management. She will work with DPA Nigrey to come up with revised language and bring new drafts to the Board for consideration.

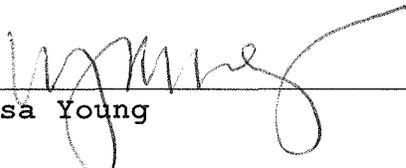
Executive Session - Union Matters

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 entered Executive Session at 10:23 AM to discuss matters pertaining to Collective Bargaining. Anticipated length: 30 minutes. Anticipated Action: Direction to staff. The Board exited executive session at 10:53 AM and re-entered for an additional 20 minutes. The Board exited executive session at 11:13 AM with direction to staff to proceed as discussed.

Meeting adjourned at 11:13 AM

**KITTITAS COUNTY
COMMISSIONERS
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Lisa Young



Obie O'Brien, Chairman