

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

TUESDAY

10:00 AM

May 9, 2017

Board members present: Paul Jewell, Obie O'Brien

Others: Dan Carlson, Jerry Pettit, Lisa Young

- 1) **Call to order - 10:04 AM**
- 2) **CDS Staffing – Planning Official and Stipends for Fire Marshal Duties** – 1) CDS Director Carlson shared his desire to change the Planning Official position to Senior Planner. He will work with Director Young and Chairman Jewell on a draft job description and review of wages. 2) The Board directed that the stipends for fire marshal duties be removed since the wage survey was implemented.
- 3) **Maintenance Staffing – Assistant Director** - Director Young presented a draft job description for Assistant Maintenance Director. The Board approved and gave direction to move forward.
- 4) **Elected Official Salary Commission** – Auditor Pettit was present to discuss the creation of a salary commission. The Board requested that Director Young seek legal opinion on creating an advisory committee instead of a commission, and asked that she bring information back to the next HR Study Session.
- 5) **Request to Approve a Memorandum of Understanding between Kittitas County and AFSCME Local 792-CH for Implementation of the County Wage Survey** – Director Young presented a Memorandum of Understanding for Board approval. Commissioner O'Brien moved to approve the Memorandum; Commissioner Osiadacz seconded. Motion carried 3:0.
- 6) **Request to Approve a Memorandum of Understanding between Kittitas County and Teamsters Local 760 (Probation) for Implementation of the County Wage Survey** – Director Young presented a Memorandum of Understanding for Board approval. Commissioner O'Brien moved to approve the Memorandum; Commissioner Osiadacz seconded. Motion carried 3:0.
- 7) **Request for Board Signature on PAF's** – Approved as presented.
- 8) **Leave Report** – Director Young provided a brief overview of the leave report. The Board asked that she bring it back to the next study session for follow-up and discussion.
- 9) **Other Business** - Director Young provided a brief update on the benefits committee and HR/Civil Service Recruitment.
- 10) **Adjourn – 11:24 AM**

APPROVED
12/11/14


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Lisa Young

submitted in 2018


~~Laura Osiadacz, Chairman (2018), vice~~
O'Brien O'Brien