

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

TUESDAY

4:00 PM

7/09/2019

Board members present: Cory Wright, Brett Wachsmith

Others: Lisa Young, Jeanne Killgore

CALL TO ORDER

The meeting was called to order at 10:00 AM.

REQUEST TO APPROVE A RESOLUTION AUTHORIZING THE KITTITAS COUNTY DIRECTOR OF HUMAN RESOURCES TO NEGOTIATE, ENTER INTO, AND APPROVE CONTRACTS WITH A VALUE OF LESS THAN \$5,000

HR Director Young presented the Board with a request to approve a resolution which would authorize her to negotiate, enter into, and approve contracts with a value of less than \$5,000. She explained that the Human Resource Office and Civil Service Commission must frequently enter into professional service agreements with testing agencies and benefits/wellness services. These contracts are typically straightforward in nature, but are often time sensitive. Director Young further explained that all contracts would pass through legal review, and any contracts with complex components would be presented to the Board before signing. Commissioner Wachsmith moved to approve resolution 2019-116 to authorize the HR Director to negotiate, enter into, and approve contracts with a value of less than \$5,000. Commissioner Wright seconded the motion. Motion was passed; 2:0 and the resolution was signed.

WAGE SURVEY UPDATE

HR Director Young provided the Board with an update to the 2019 wage survey and presented the spreadsheet that she is using to data enter the information she has been gathering. She explained that she is data entering information every day, and, after hearing back from a few more agencies, hopes to have a more complete spreadsheet by the end of the week. She noted that Douglas County, Chelan County and Mason County appear to be the closest comparables, with Piece County and Skagit County being more on the leading edge, as was anticipated. Commissioner Wachsmith requested to take a closer look at the spreadsheet. Director Young will add the wage survey spreadsheet to the shared drive for Commissioner Wachsmith to access and view. Director Young confirmed that she will put the wage survey committee together next week to begin the review process.

APPROVED
10/1/19

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OTHER BUSINESS

None.

ADJOURN

The meeting was adjourned at 10:22 AM.

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Lisa Young, HR Director



Cory Wright, Chairman