

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

TUESDAY

10:00 AM

5/26/2020

Board members present: Brett Wachsmith (in person), Laura Osiadacz and Cory Wright (via WebEx)

Others: Judy Pless, Christopher Horner, Julie Kjorsvik, Mandy Buchholz, Taylor Crouch, and Department Heads/Elected Officials (via WebEx); Patti Johnson, Jerry Pettit, Lisa Young, and Jeanne Killgore (in person)

CALL TO ORDER

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

DISCUSSION/DECISION – HIRING FREEZE/BUDGET

HR Director Young requested direction from the Board regarding the potential for a hiring freeze in light of budget concerns. Auditor Pettit and Budget & Finance Manager Pless were present to provide a brief budget update and weigh in on the issue. Finance Manager Pless explained that the County has budgeted conservatively and has not overspent funds; therefore, she did not recommend a hiring freeze at this time. Public Works Director Cook asked the Board to clarify that current vacancies, including his Deputy Director/County Engineer position, would continue to be recruited for. The Board answered that yes, his and other essential positions would continue through the normal recruitment process. Auditor Pettit recommended that the County continue to watch the budget closely and revisit the issue at a later time. Director Young will revisit the budget and hiring process in one month.

DISCUSSION/DECISION – REVIEW DRAFT COVID-19 SAFETY POLICY AND OPERATIONS PLAN

Director Young briefly explained to the Board that she has collected safety plans from County offices and has drafted a safety policy. She noted that the policy has gone through several rounds of peer review, and requested Board approval before sending the draft on to the Emergency Operations Center (EOC) for their feedback. Public Works Director Cook commented that the temperature screening requirement in the cautionary red zone portion of the policy may be problematic for his staff. Director Young responded that screening may not be necessary in certain divisions unless there is a mandate or health order in place. Sheriff Myers also expressed some concern about policy language that would require employees to self-report their symptoms, if any, on a daily basis. He explained that he is not in favor of the disciplinary language that is outlined in the policy as a consequence of an employee who self-reports untruthfully. Director Cook added that his staff would need to gather to fill out paper reporting forms and expressed concerns that this would hinder his efforts to maintain social distancing among his staff. Commissioner Wachsmith responded that these concerns could be taken to the EOC for their input. Director Young commented that local business must develop guidelines and

APPROVED
12/7/21

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

requirements for their customers and staff, and it seems only appropriate that the County should do the same. Commissioners Wachsmith and Osiadacz concluded the discussion by stating that the safety policy is still in draft form and all concerns discussed under this topic will be taken to the EOC for feedback.

OTHER BUSINESS

None.

ADJOURN

The meeting was adjourned at 10:30 AM.



Lisa Young, HR Director

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Brett Wachsmith, Chairman