

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM via WEBEX
REGULAR MEETING
HR STUDY SESSION**

TUESDAY

10:00 AM

8/25/2020

Board members present: Brett Wachsmith, Laura Osiadacz, Cory Wright

Others: Greg Zempel, Elishia Harvill, Jodi Hammond, Christopher Horner, Kady Porterfield, Dan Carlson, Patti Johnson, Taylor Crouch, Lisa Young, Jeanne Killgore

CALL TO ORDER

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

DISCUSSION/DECISION – PROSECUTOR REQUEST FOR NEW POSITION – OFFICE WORKER

HR Director Young presented a request from the Prosecutor for a new Office Worker position with an anticipated start date of 10/01/2020. She summarized that the request appears to be budget neutral due to new revenue from additional diversion cases from the City of Ellensburg. Prosecutor Zempel added that his office has seen a 20% increase in the criminal case load over the past three years. The Office Worker position would take pressure off of the Legal Assistants by handling administrative and records management duties, and other clerical tasks. Chief Deputy Prosecutor Hammond commented that because these tasks don't require specialized skills at a high rate of pay, it is the most cost-effective way to get the office the help it needs. Commissioner Wright inquired for more details about the revenue stream that would fund this position. Prosecutor Zempel answered that the Prosecutor's Office has an established diversion program with the City of Ellensburg. The Prosecutor's Office has taken on additional cases from the City of Ellensburg, and this increased caseload revenue would fund the Office Worker position. Commissioner Wachsmith stated that he supports the position as it is budget neutral. Commissioners Osiadacz and Wright also expressed their support.

DISCUSSION/DECISION – EVENT CENTER REQUEST FOR ADDITIONAL SEASONAL POSITION

Director Young summarized that while an Event Center Maintenance Technician is out on leave, KVEC Director Porterfield would like to bring on a seasonal worker to help complete special projects on the grounds. Director Porterfield explained that with her employee on leave and without access to inmate workers some of the special projects are falling behind schedule. She also pointed out that she has not hired her typical seasonal staff. Due to lack of revenue from the Kittitas County Fair she would like the Board's blessing before filling one of her seasonal positions. Commissioner Osiadacz expressed support in hiring a seasonal employee, commenting that past experience has shown that deferring maintenance projects just becomes more costly down the line. Commissioner Wachsmith responded that he would like to see budget documents supporting the seasonal position. Commissioner Wright also requested to see written documentation of any budget impact. Director Young will work with Director Porterfield to

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compile the necessary information and bring the position request back to the Board for review on Monday.

DISCUSSION/DECISION – CDS SPECIAL WAGE ADJUSTMENT REQUEST

Director Young led the discussion by stating that CDS Director Carlson would like to request a special wage adjustment of \$200 per month for his department's Administrative Assistant, as previously discussed with the Board. Director Carlson reminded the Board that he had discussed her performance under executive session recently, and now he wished to present the request for a special wage adjustment. He also stated that the employee would be tasked with clerking all CDS meetings, including the one recently discussed. The Commissioners expressed their support for the special wage adjustment. A PAF will be submitted to the Board to process the adjustment.

DISCUSSION – UPDATE BOCC ON MEETING WITH CONCERNED CITIZEN

Director Young provided the Board with an update on a meeting she had last week with Maintenance Director Johnson, Deputy Prosecutor Horner, and a concerned citizen and her guest. Director Young summarized that she believes the citizen's primary concern stems from the Governor's mask requirement and her belief that he may be acting beyond the scope of his authority, and she would like to see County officials discuss this issue and not be afraid. While she did discuss her difficulty wearing a mask due to her health condition, and specifically mentioned Jerry Pettit and the requirement to stay outside in the heat if you can't wear a mask, when asked if she had a specific ADA and/or discrimination complaint, the citizen did not present any specific claim. Maintenance Director Johnson added that the concerned citizen requested documentation of oaths of office for all Elected Officials and was directed to the Clerk's Office to obtain those. The meeting was concluded without any action taken or follow-up meeting requested by the citizen.

Commissioner Wachsmith asked if there have been any prior interactions with the citizen. Director Young and DPA Horner replied that they were not aware of any. Commissioner Wright questioned if offering to conduct business outside of the courthouse was an appropriate ADA accommodation for persons who can't or won't wear a face mask. DPA Horner replied that it seemed like an appropriate option in order to provide a safe working environment for employees, but if a person refuses to wear a mask and refuses to conduct business outside that could be a tough situation, and not one that he has a blanket recommendation for at this time. Director Young added that asking a customer to conduct business outside when it's hot could create different issues for those with medical conditions. Commissioner Wachsmith requested that DPA Horner further research the requirement to provide a safe work environment and the Secretary of Health's medical exemptions in relation to face masks. Director Young commented that she has already updated the signage at the entrances of the Courthouse to include the exemptions and will work with DPR Horner to review accommodations related to the exemptions.

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OTHER BUSINESS

None.

ADJOURN

The meeting was adjourned at 10:30 AM.



Lisa Young, HR Director

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Brett Wachsmith, Chairman