

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

TUESDAY

10:00 AM

9/13/2022

Board members present: Laura Osiadacz, Cory Wright

Others: Mark Cook, Patti Stacey, David Ohl, Brian Carlson, Christopher Horner, Jeanne Killgore

CALL TO ORDER

The meeting was called to order at 10:02 AM.

PUBLIC COMMENT (ONE MINUTE)

None.

DISCUSSION/DECISION – ADDITIONAL LABORER POSITION

Public Works Director Cook summarized that each construction season the Public Works Department hires five seasonal flaggers to maintain a safe and efficient program. For the past several years Public Works has only been able to fill two to three positions, even after adjusting wages. Director Cook requested to convert three of the seasonal positions into one permanent Laborer position. Commissioner Wright inquired about what the full-time position would do in the off-season. Director Cook answered that they would perform maintenance/cleaning duties and participate in snow removal. The Board approved the request and directed HR to begin recruitment for a full-time Laborer.

DISCUSSION/DECISION – AIRPORT POSITION RECLASSIFICATION

HR Director Killgore provided the Board with an update to the position reclassification within the Airport Department. She summarized that the union has settled on a job description and wage scale. The Board directed HR to move forward in the process. Director Killgore will draft an MOU and bring it to the Board for formal approval at the next HR Study Session.

REQUEST TO APPROVE MOU BETWEEN KITTITAS COUNTY AND LOCAL 760 (CORRECTIONS UNIFORMED) TO CORRECT WAGES

Director Killgore explained to the Board that the current Collective Bargaining Agreement between the County and Local 760 (Corrections Uniformed) includes incorrect wages for Jail Corporals and Security Officers in the years 2023 and 2024. Commissioner Wright moved to approve an MOU between Kittitas County and Local 760 (Corrections Uniformed) to correct 2023 and 2024 wages for Jail Corporals and Security Officers. Commissioner Osiadacz seconded the motion. Motion was approved; 2:0.

APPROVED
10-4-22

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REQUEST TO APPROVE MOU BETWEEN KITITAS COUNTY AND LOCAL 760 (PROBATION) TO PROVIDE STIPEND FOR CONSULTING SERVICES

Director Killgore requested Board approval of an MOU between Kittitas County and Local 760 (Probation) to provide a stipend to staff for consulting services. She summarized that this topic was discussed at the last study session. Commissioner Wright moved to approve the MOU. Commissioner Osiadacz seconded the motion. Motion was approved; 2:0.

REQUEST TO APPROVE RESOLUTION TO AMEND RESOLUTION 2022-058 REGARDING BENEFITS PRORATION

Director Killgore summarized that in early 2022 the County passed Resolution 2022-058 to fully cover benefits for current part-time employees. The resolution did not apply to any County employees not specifically named in the document, but the County has hired additional part-time staff during the year. Director Killgore presented a resolution to recognize all part-time employees as eligible to receive the base benefit plan covered at 100% by the County. She clarified that this resolution would apply to the 2022 plan year only. Commissioner Wright moved to approve Resolution 2022-178 to amend Resolution 2022-058 regarding proration of benefits for part-time employees. Commissioner Osiadacz seconded the motion. Motion was approved; 2:0.

DISCUSSION/DECISION – SALARY SURVEY

Director Killgore presented the Board with proposals from four companies able to complete a salary survey for the County. The Board directed her to schedule virtual meetings with Cabot Dow and Compensation Connections to discuss their strategies and salary survey process. They requested that the Budget & Finance Director be involved in the meetings as well. Director Killgore will work with the salary survey companies and the Budget & Finance Director to schedule virtual meetings. She and the Finance Director will discuss the outcome of the meetings at the next HR Study Session.

DISCUSSION/DECISION – DEPARTMENT OF PUBLIC DEFENSE RECRUITMENT

Director Killgore requested direction to establish a wage range and begin recruitment for the position of Public Defense Director. The Board approved a wage range and directed HR to begin the recruitment process for the Public Defense Director.

CLOSED SESSION – COLLECTIVE BARGAINING – PURSUANT TO RCW 42.330.140(4)(B), THE OPMA DOES NOT APPLY TO 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 NEGOTIATIONS, OR GRIEVANCE OR MEDIATION PROCEEDINGS, OR REVIEWING THE PROPOSALS MADE IN THE NEGOTIATIONS OR PROCEEDINGS WHILE IN PROGRESS.

The Board entered into a closed session at 10:45 AM to discuss collective bargaining. The Board exited closed session at 11:10 AM with no action taken.

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EXECUTIVE SESSION – RCW 42.30.110 (G) TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT OR TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE. HOWEVER, SUBJECT TO RCW 42.30.140(4), DISCUSSION BY A GOVERNING BODY OF SALARIES, WAGES, AND OTHER CONDITIONS OF EMPLOYMENT TO BE GENERALLY APPLIED WITHIN THE AGENCY SHALL OCCUR IN A MEETING OPEN TO THE PUBLIC, AND WHEN A GOVERNING BODY ELECTS TO TAKE FINAL ACTION HIRING, SETTING THE SALARY OF AN INDIVIDUAL EMPLOYEE OR CLASS OF EMPLOYEES, OR DISCHARGING OR DISCIPLINING AN EMPLOYEE, THAT ACTION SHALL BE TAKEN IN A MEETING OPEN TO THE PUBLIC.

The Board entered executive session at 11:14 AM to discuss the performance of a public employee for an anticipated length of 10 minutes. Anticipated action: none. The Board exited executive session at 11:24 AM with no action taken.

REQUEST TO APPROVE RESOLUTION FOR HR DEPARTMENT CLOSURES

Director Killgore presented a resolution to the Board to close the HR Department during meal periods and meetings while only one person is working in the office from 9/14/2022 – 9/23/2022. Commissioner Wright moved to approve Resolution 2022-177 to authorize the closure of the Human Resources Department. Commissioner Osiadacz seconded the motion. Motion was approved; 2:0.

OTHER BUSINESS

None.

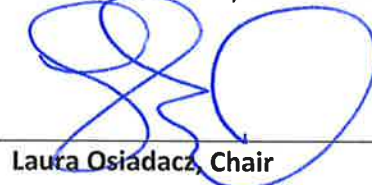
CONCLUDE

The meeting was concluded at 11:27 AM.



Jeanne Killgore, HR Director

**KITITAS COUNTY COMMISSIONERS
KITITAS COUNTY, WASHINGTON**



Laura Osiadacz, Chair