

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

TUESDAY

10:00 AM

1/24/2023

Board Members Present: Cory Wright, Brett Wachsmith, Laura Osiadacz

Others Present: Nick Henderson, Amy Cziske, Pat Gigstead, Sarah Keith, Ryan Gausman, Christopher Horner, Jeanne Killgore

CALL TO ORDER

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

CITIZEN COMMENTS (ONE MIN. TIME LIMIT)

None.

REQUEST CHAIR SIGNATURE ON THE OSHA 300A FOR 2022

HR Director Killgore requested Chair signature on 2022's OSHA 300A, an annual document summarizing the previous year's recordable workplace injuries. She explained that the OSHA 300A is required to be posted annually from February 1st to April 30th. Commissioner Wachsmith moved to approve Chair signature on the OSHA 300A report for 2022. Commissioner Osiadacz seconded the motion. Motion was passed; 3:0.

DISCUSSION/DECISION – SUPERIOR COURT STAFF

This item was moved to the end of the agenda.

Superior Court Administrator Keith requested Board approval of a .2 FTE Court Commissioner to hear cases. She explained that this position is needed to keep Superior Court fully operational during staff absences over the next several months. The Board directed Administrator Keith and Human Resources to move forward with hiring a Court Commissioner.

DISCUSSION/DECISION – DEPUTY CORONER PAY STRUCTURE

Coroner Henderson requested Board approval to revert the 2023 pay structure for Deputy Coroners back to the 2022 pay structure. He explained that staff are unhappy with the new pay structure. The Board discussed the request and determined that no action should be taken during the moratorium on unbudgeted personnel and wage adjustment requests. The Board denied the Coroner's request, but advised him that they would revisit the request after the moratorium is lifted.

REQUEST TO APPROVE MOU BETWEEN KITITAS COUNTY AND TEAMSTERS 760 (PROBATION) TO RECOGNIZE AND CLASSIFY SENIOR MISDEMEANANT PROBATION OFFICER

Director Killgore presented a Memorandum of Understanding (MOU) between Kittitas County and Teamsters 760 (Probation) to reinstate the Senior Probation Officer. She explained that the position has been vacant for several years and fell out of the current collective bargaining agreement. Chief Probation Officer Gigstead

APPROVED
2.7.23

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added that he would like to reinstate the position as part of his office's succession plan, and the position was requested and approved in his 2023 budget. Commissioner Wachsmith moved to approve an MOU between Kittitas County and Teamsters 760 (Probation) to recognize and classify the Senior Probation Officer position. Commissioner Osiadacz seconded the motion. Motion was passed; 3:0.

REQUEST TO APPROVE RESOLUTION IN THE MATTER OF REVIEWING WAGES FOR EMPLOYEES

Director Killgore presented the Board with a resolution to grant them the authority to defer January compensation adjustments until the conclusion of the salary survey. She clarified that the resolution does not require that wages be deferred back to January; it simply provides the Board with the option to make such an adjustment if/when they deem it appropriate based on the final salary survey data. Commissioner Wachsmith moved to approve Resolution 2023-012 to grant the Board discretion to make salary rate increases effective 1/1/2023 upon the establishment of 2023 wage ranges. Commissioner Osiadacz seconded the motion. Motion was passed; 3:0.

OTHER BUSINESS

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 10:34 AM to discuss the performance of a public employee for five minutes. Anticipated action; none. The Board exited executive session at 10:39 AM with no action taken.


CONCLUDED

The meeting was concluded at 10:40 AM.

KITITAS COUNTY COMMISSIONERS
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Jeanne Killgore, HR Director



Cory Wright, Chair