

**KITTITAS COUNTY
HR STUDY SESSION MINUTES
BOCC CONFERENCE ROOM, 205 W 5TH AVE., ROOM 108, ELLENSBURG
Regular Meeting**

TUESDAY

10:00 AM

6/11/2024

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

Others Present: Barb Demory, Julie Kjorsvik, Christopher Horner, Jeanne Killgore

CALL TO ORDER

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

CITIZEN COMMENTS (1 MINUTE TIME LIMIT)

None.

DISCUSSION/DECISION – LDC STAFFING

District Judicial Administrator Demory requested authorization to create a new Treatment Court Coordinator position. This position would perform administrative functions for the Behavioral Health Court and Drug Court, as well as manage grants and financials. Administrator Demory added that the position will be funded using the 1/10th of 1% Mental Health tax fund. The Board provided direction to move forward with creating the new position.

Administrator Demory also presented a succession plan to address staffing changes as a result of her upcoming retirement. She summarized that she would like to hire a new Judicial Administrator approximately two months before she retires to allow for training and overlap. The Board expressed support for her succession plan.

DISCUSSION/DECISION – WAGE MATRIX

The Board discussed the draft wage matrix and wage administration policy. They provided direction to schedule a special meeting to address requests for changes from other departments. Director Killgore will work with BoCC staff to schedule a special meeting.

OTHER BUSINESS

None.

CONCLUDED

The meeting was concluded at 10:20 AM.

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Jeanne Killgore, HR Director


Brett Wachsmith, Chair