

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

<b>TUESDAY</b>	<b>10:00 AM</b>	<b>11/12/2024</b>
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**Board Members Present: Brett Wachsmith, Laura Osiadacz, Cory Wright**

**Others Present:** Clay Myers, Karen Bowen, Greg Zempel, Bryan Elliott, Brian Carlson, Andrew Yoder, Sarah Keith, Kara Lesarge, Barb Demory, Maria Gomez, Jeanne Killgore

**CALL TO ORDER**

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

**CITIZEN COMMENTS (1 MINUTE TIME LIMIT)**

None.

**DISCUSSION/DECISION – EXEMPT RECLASSIFICATIONS**

HR Director Killgore requested Board direction regarding PTO accrual rates for exempt staff who will be reclassified to non-exempt on 1/1/2025 due to the new Washington exempt salary threshold. The Board provided direction to allow reclassified staff to maintain their exempt PTO accrual rate until the non-exempt PTO schedule catches up to them.

Director Killgore requested further direction regarding the FLSA classification for an employee who is dually employed by the Prosecutor's Office and the Coroner's Office. Reclassifying the employee to non-exempt will impact their ability to work in both departments. The Board provided direction to allow the employee to maintain their exempt status in 2025 as their individual wage will meet the exempt salary threshold.

**DISCUSSION/DECISION – AOC CYBER ATTACK**

Director Killgore summarized that the Administrative Office of the Courts (AOC) suffered a cyber security breach last week that shut many of their systems down. The issue may not be resolved for several weeks. Director Killgore advised the Board that some staff were sent home last week while systems were down and alternative workflows had not yet been identified. The Board requested more information about the number of hours that staff were required to use PTO during that week. Director Killgore will gather that information and bring it back to a future meeting for further discussion.

**REQUEST TO APPROVE SERVICES AGREEMENT BETWEEN KITTITAS COUNTY AND MISSIONSQUARE RETIREMENT FOR DEFERRED COMPENSATION PLAN ADMINISTRATION**

This item was tabled to another meeting.

  
12-3-24

**CLOSED SESSION – RCW 42.30.140(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 closed session to discuss collective bargaining. The Board exited closed session with no action taken.

**OTHER BUSINESS**

None.

**CONCLUDED**

The meeting was concluded at 10:47 AM.

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



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Jeanne Killgore, HR Director



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Brett Wachsmith, Chair