

**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>10/14/2025</b>
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**Board Members Laura Osiadacz, Cory Wright, Brett Wachsmith**

Others Present: Greg Zempel, Therese Murphy, Miko Tempski, Chris Whitsett, Steve Panattoni, Zane Kinney, Jeanne Killgore

**CALL TO ORDER**

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

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

None.

**REQUEST TO APPROVE A LETTER OF AGREEMENT (LOA) BETWEEN KITTITAS COUNTY AND LOCAL 760 (UNIFORMED JAIL) IN THE MATTER OF CLARIFYING RETIREE WELFARE TRUST (RWT) PARTICIPATION LANGUAGE**

HR Director Killgore summarized that the current union contract language does not address the RWT plan's requirement that an employee must be compensated for at least 80 hours in the previous month to qualify for the County's monthly contribution. The LOA with the union will clarify the participation requirement. Commissioner Wright moved to approve an LOA between Kittitas County and Teamsters 760 (Uniformed Jail) to clarify the RWT language. Commissioner Wachsmith seconded the motion. Motion was approved; 3:0.

**REQUEST TO APPROVE A LETTER OF AGREEMENT (LOA) BETWEEN KITTITAS COUNTY AND LOCAL 760 (NON-UNIFORMED JAIL) IN THE MATTER OF CLARIFYING RETIREE WELFARE TRUST (RWT) PARTICIPATION LANGUAGE**

Director Killgore summarized that the current union contract language does not address the RWT plan's requirement that an employee must be compensated for at least 80 hours in the previous month to qualify for the County's monthly contribution. The LOA with the union will clarify the participation requirement. Commissioner Wright moved to approve an LOA between Kittitas County and Teamsters 760 (Non-Uniformed Jail) to clarify the RWT language. Commissioner Wachsmith seconded the motion. Motion was approved; 3:0.

**REQUEST TO APPROVE A LETTER OF AGREEMENT (LOA) BETWEEN KITTITAS COUNTY AND LOCAL 760 (PROBATION) IN THE MATTER OF CLARIFYING RETIREE WELFARE TRUST (RWT) PARTICIPATION LANGUAGE**

Director Killgore summarized that the current union contract language does not address the RWT plan's requirement that an employee must be compensated for at least 80 hours in the previous month to qualify for the County's monthly contribution. The LOA with the union will clarify the participation requirement. Commissioner Wright moved to approve an LOA between Kittitas County and Teamsters 760 (Probation) to clarify the RWT language. Commissioner Wachsmith seconded the motion. Motion was approved; 3:0.

**APPROVED**

11/4/25

## **REQUEST TO APPROVE RESOLUTION IN THE MATTER OF ADOPTING 2026 WAGE INCREASES FOR REGULAR NON-UNION COUNTY EMPLOYEES**

Director Killgore presented a resolution to adopt the 2026 wage matrix for non-union employees. Commissioner Wright moved to approve Resolution 2025-190 to adopt the 2026 wage increases for non-union staff. Commissioner Wachsmith seconded the motion. Motion was approved; 3:0.

## **REQUEST TO APPROVE RESOLUTION IN THE MATTER OF REVISING PERSONNEL POLICY 6.8 – DEFERRED COMPENSATION**

Director Killgore presented a resolution to revise Personnel Policy 6.8 – Deferred Compensation. She stated that the policy updates will establish guidelines for the new County matching program in 2026. Commissioner Wright moved to approve Resolution 2025-188 to adopt revisions to Personnel Policy 6.8 – Deferred Compensation. Commissioner Wachsmith seconded the motion. Motion was approved; 3:0.

## **REQUEST TO APPROVE RESOLUTION IN THE MATTER OF ESTABLISHING TECHNOLOGY POLICY – ELECTRONIC SIGNATURES**

Director Killgore presented a resolution to establish a new electronic signatures policy. She stated that the policy will establish guidelines for the use of electronic and digital signatures in the workplace. Commissioner Wright moved to approve Resolution 2025-189 to adopt the Electronic Signatures Technology Policy. Commissioner Wachsmith seconded the motion. Motion was approved; 3:0.

## **DISCUSSION/DECISION – SOCIAL MEDIA POLICY**

The Board discussed the current social media policy and the need for updates throughout the policy. The Board provided direction to staff to draft a policy update. HR, IT, and legal will work on a draft update.

## **DISCUSSION/DECISION – 2026 HEALTHCARE BENEFITS**

Director Killgore summarized the changes to healthcare benefits in 2026, which will include a rate increase of approximately 9%. In 2026 the UHC 4000 plan will have a slightly improved prescription cost benefit. The County will also offer a voluntary accident insurance plan that employees will have the option to purchase.

## **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 10:18 AM to discuss the performance of a public employee for an anticipated length of 10 minutes. Anticipated action: direction to staff. At 10:28 AM the Board extended executive session for an additional 30 minutes. The Board exited executive session at 10:58 AM with direction to staff to meet next week.

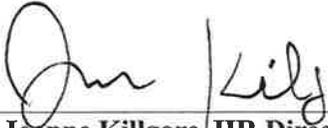
## **OTHER BUSINESS**

None.

**CONCLUDED**

The meeting was concluded at 11:00 AM.

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



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Jeanne Killgore, HR Director



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Laura Osiadacz, Chair