

**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>4/28/2026</b>
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**Board Members Present: Brett Wachsmith, Laura Osiadacz**

Others Present: Patti Stacey, Jeanne Killgore

**CALL TO ORDER**

The meeting was called to order at 10:01 AM.

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

None.

**DISCUSSION/DECISION – MAINTENANCE STAFFING**

Facilities Director Stacey reminded the Board that she will be retiring at the end of the year and has been working on a succession plan for the Maintenance Department. She presented the draft job description and wage range for the Board’s review. She also requested Board direction regarding the recruitment process. The Board approved the job description and wage range, and provided direction to appoint Assistant Maintenance Director Cupp to the position of Maintenance Director.

**REQUEST TO APPROVE HR DIRECTOR SIGNATURE ON NEOGOV ADDENDUM AGREEMENT**

HR Director Killgore requested Board approval to sign an addendum agreement to acquire the Onboard module to assist HR with onboarding and offboard processes within their office. Commissioner Wachsmith moved to approve HR Director signature on the NeoGov addendum. Commissioner Osiadacz seconded the motion. Motion approved; 2:0.

**OTHER BUSINESS**

The Board discussed the draft resolution to adopt salaries for Elected Officials. The Board expressed interest in modifying the resolution to show historical salary data and expand on the reasonings for the Board’s decision.

**CONCLUDED**

The meeting was concluded at 10:36 AM.

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Jeanne Killgore, HR Director

  
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Cory Wright, Chair

**APPROVED**

June 2, 2026