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

TUESDAY	10:00 AM	10/13/2026

Board Members Present: Brett Wachsmith, Laura Osiadacz, Jeff Leichleiter

Others Present: Clay Myers, Ben Kokjer, Zack DeHaven, Andrew Yoder, Therese Murphy, Jeanne Killgore, Member of the Public

CALL TO ORDER

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

CITIZEN COMMENTS (1 MINUTE TIME LIMIT)

Citizen Jesse Potts submitted an email titled, "FORMAL NOTICE OF OPMA STATUTORY OBJECTION – PRE-MEDIATED LEGISLATIVE FRAUD PROTEST – MANDATORY EVASION FREEZE REGARDING THE OCTOBER 13, 2026 HR STUDY SESSION."

DISCUSSION/DECISION – COUNTYWIDE HIRING FREEZE FOR NEW JOB POSTING REQUESTS

The Board reviewed a resolution to implement a Countywide hiring freeze on new job posting requests, as well as announcements about the hiring freeze to Management Team and County employees. Commissioner Osiadacz moved to approve Resolution 2026-168 to establish a hiring freeze. Commissioner Leichleiter seconded the motion. Motion was passed; 3:0.

DISCUSSION/DECISION – OFFICE AIDE

The Board discussed reactivating the Office Aide position within their office. The Board has previously employed an Office Aide to perform light housekeeping and organizational tasks for four to six hours per week. The position is designed to support Kittitas County's developmental disability services. Commissioner Osiadacz moved to approve reactivating the Office Aide position. Commissioner Leichleiter seconded the motion. Motion was passed; 3:0.

DISCUSSION/DECISION – EXEMPT SALARY THRESHOLD

HR Director Killgore summarized that Washington State's exempt salary threshold will increase next year, resulting in both positions and employees falling below the minimum salary required to retain their FLSA exempt status. Director Killgore reviewed the County's past practice for addressing the exempt salary threshold and presented a report of the employees and positions who will not meet the threshold in 2027.

The Board provided direction to reclassify exempt positions to non-exempt when any portion of the established salary range falls below the 2027 exempt salary threshold. Employees whose wages will also fall below the exempt salary threshold will be reclassified to non-exempt. The Board provided further direction to allow an employee to remain exempt when the employee's actual salary meets or exceeds the exempt salary threshold.

APPROVED
10/20/26

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 closed session was attended by the Board, HR Director Killgore, Deputy Prosecutor Murphy, Sheriff Myers, Chief Deputy Kokjer, Budget & Finance Director DeHaven, and Assistant Budget & Finance Director Yoder. The Board exited closed session with no action taken.

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 10:37 AM to discuss the performance of a public employee for 10 minutes. No anticipated action. The executive session was attended by the Board, HR Director Killgore, Deputy Prosecutor Murphy, Sheriff Myers, and Chief Deputy Kokjer. The Board reconvened out of executive session at 10:47 AM with no action taken.

OTHER BUSINESS

None.

CONCLUDED

The meeting was concluded at 10:47 AM.

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON

Jeanne Killgore, HR Director

Brett Wachsmith, Chair