

**COMMISSIONERS' MINUTES
KITTITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM
REGULAR MEETING**

TUESDAY

10:00 AM

November 8, 2016

Board members present: Obie O'Brien, Paul Jewell, Laura Osiadacz

Others: Lisa Young, Judy Pless, Mark Cook, Clayton Myers

REGULAR MEETING

COMMISSIONERS

- 1) **Call to order: 10:02 AM**
- 2) **Staffing Discussion/Requests**
 - Auditor's Office – Intern
Budget & Finance Manager Judy Pless was present to request the ability to hire a CWU intern to assist in the payroll office. She has funds in her budget from a vacant position which has not yet been filled. The Board approved her request, 3:0
 - Public Works – Winter Temp and Exempt Vacation
Public Works Director Cook presented two requests: 1) The Administrative Assistant position will be required to move to non-exempt as of 12/1/16 due to changes in the FLSA regulations. He requested that her vacation accrual be grandfathered in at 14 hours per month, rather than dropping down to 12 hours per policy for non-exempt employees. The Board approved because this was a mandatory change per regulations, 3:0. 2) Director Cook requested the ability to hire a temporary Operator while one of his senior Operators is on extended medical leave. Anticipated length is two months. The Board approved, 3:0.
- 3) **HR Projects – *these topics were discussed after the Executive Session to expedite Undersheriff Myers' participation.***
 - Wage Project – HR Director Young has prepared a final report which has been provided to Commissioner Jewell to review prior to discussion with the Board.
 - Benefits – HR Director Young reported that she is waiting for a quote from a local broker which she hopes will come in within the next couple of weeks. She has also conducted an initial review of PEBB rates. She noted that any change that may result

APPROVED
11-15-16

from the research could not occur any earlier than April 2017 due to WCIF notice requirements.

- FLSA – HR Director Young reported that she and DPA Horner will be doing additional research regarding the FLSA OT Exempt rule changes. They will bring recommendations to the next HR Study Session.

4) Executive Session – Union Matters

RCW 42.30.140(4)(b) 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, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

The Board entered executive session at 10:10 AM to discuss union negotiation strategies. Anticipated length: One hour and 15 minutes; anticipated action: Direction to staff. The Board exited executive session at 11:25 AM with direction to staff.

****Immediately following the Executive Session HR Projects were reviewed – see item #3 above.****

5) Other Business

- None

6) Adjourn: 11:30 AM

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Lisa Young



Chairman