

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

TUESDAY

10:00 AM

3/12/2019

Board members present: Cory Wright, Brett Wachsmith, Laura Osiadacz

Others: Patrick Gigstead, Lisa Young, Jeanne Killgore

CALL TO ORDER

The meeting was called to order at 10:02 AM.

REQUEST TO APPROVE A RESOLUTION UPDATING THE PERSONNEL POLICIES MANUAL (RECRUITMENT)

HR Director Young presented the Board with a resolution to update policy 2.5 Recruitment. The proposed update would remove verbiage requiring departments to post their open positions in the local newspaper. Commissioner Wachsmith moved to approve updating policy language. Commissioner Osiadacz seconded the motion. Motion was passed; 3:0 and Resolution No. 2019-052 was signed by the Board.

REVIEW RECOMMENDED CHANGES TO THE SECURITY COMMITTEE BY-LAWS

Chief Probation Officer Gigstead provided notice to the Board that he is working on creating recommended updates to the Security Committee by-laws. He explained that the recommended updates include separation of the Maintenance and Solid Waste Director as well as a change to the committee meeting schedule from monthly to quarterly. The Board will be asked to approve the resolution at the next Agenda or HR Study Session.

DISCUSSION/DECISION: WAGE SURVEY

HR Director Young presented the Board with responses from a survey she conducted to get feedback from management regarding methods for collecting comp data for the 2019 wage survey. She noted that Median Housing Price, Housing Affordability Index and Median Family Income were the most popular survey responses. Director Young provided two comp data proposals; the first comp data was based on median housing price and the second proposal provided a mix of comps based on median housing price, affordability index and median family income. The Board approved the second proposal, while noting that if the financial impact is too great, adjustments will need to be made. Director Young will present the update at the next Management Team meeting.

APPROVED
3/11/19

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OTHER BUSINESS

Director Young provided a brief update to the Board regarding the HR survey to Department Heads and Elected Officials. She noted that the survey currently has a 57% response rate and will close on 3/15/19. She has sent a reminder to those who have not completed the survey. Commissioner Osiadacz discussed the vacant County Engineer position and inquired about increasing the salary. Director Young will look at salary comps and bring her findings back to the Board. The Board entered executive session to discuss recruitment for the Airport Manager position at 10:40 AM. Anticipated length: 10 minutes; anticipated action: none. The Board exited executive session at 10:50 AM with no action taken.


ADJOURN

The meeting was adjourned at 10:50 AM.

**KITTITAS COUNTY COMMISSIONERS
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Lisa Young, HR Director



Cory Wright, Chairman