

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

TUESDAY

10:00 AM

3/14/2023

Board Members Present: Cory Wright, Brett Wachsmith, Laura Osiadacz

Others Present: Judge Juris, Amy Cziske, Mike Hougardy, Karen Bowen, Christopher Horner, Jeanne Killgore

CALL TO ORDER

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

CITIZEN COMMENTS (ONE MIN. TIME LIMIT)

None.

DISCUSSION/DECISION – BUDGET REVIEW

Director Killgore summarized that the 2023 budget was adopted with an \$8 million deficit reflected in the General Fund. Actual 2022 General Fund yielded a \$5.8 million to fund balance. She inquired if there is any follow-up discussion from the Board regarding the 2023 budget. The Board agreed that budget-neutral staffing and wage requests, such as the Treasurer's special wage adjustment for her Finance Officer, can move forward. Requests that entail a budget impact can also come before the Board for review and consideration.

Upper District Court Judge Juris requested authorization to hire an additional Legal Process Assistant in anticipation of an upcoming staff retirement in May. He commented that the staffing overlap would allow for training opportunities. The total budget impact for the year would be approximately \$200. The Board approved the staffing request.

DISCUSSION/DECISION – POSITION BONDING

Director Killgore reminded the Board that the Treasurer would like to bond the positions within her office to create a layer of protection due to the amount of money that flows through the office. The union was consulted and has no issue with bonding the positions within the Treasurer's Office. The Board provided direction to implement the position bonds within the Treasurer's Office.

CLOSED SESSION – RCW 42.330.140(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 at 10:40 to discuss collective bargaining. No action taken.

APPROVED

4-4-23

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

DISCUSSION – BENEFITS COMMITTEE UPDATE

Director Killgore summarized that the Benefits Committee had their first meeting of the year in which they discussed self-funded insurance and completed a survey to identify components of benefits that are most important to them. The survey identified the monthly paycheck cost of benefits as the most important aspect of benefits to staff. The Board expressed interest in publishing a message in the Coffee Break newsletter regarding benefits. Director Killgore will work with Commissioner Osiadacz to draft a communication and bring back to the Board and the management team for review prior to publishing.

DISCUSSION – ELECTED OFFICIAL SALARY COMMITTEE

Commissioner Wachsmith provided the Board with a summary of the Elected Official Salary Committee. He commented that the committee is currently inactive. Commissioner Wachsmith has begun researching how Elected Official salaries are structured at other counties. He will bring forward a formal recommendation at the first HR Study Session in April.

OTHER BUSINESS

Director Killgore presented the Board with a summary of recruitment and turnover metrics for the month of February. No action taken.


CONCLUDED

The meeting was concluded at 11:26 AM.

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON



Jeanne Killgore, HR Director



Cory Wright, Chair