

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

TUESDAY

10:00 AM

8/08/2023

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

Others Present: Mike Hougardy, Eileen Murphy, Christopher Horner, Brian Carlson, Andrew Yoder, Jeanne Killgore

CALL TO ORDER

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

CITIZEN COMMENTS (ONE MIN. TIME LIMIT)

None.

DISCUSSION/DECISION – ASSESSOR'S OFFICE STAFFING

Assessor Hougardy presented a request to provide one of his Appraiser III – Sales Analysts with a special step increase. He commented that the employee was promoted into the role and received a one-step increase in October of 2022. However, other promotional position changes in the union contract receive a two-step increase.

Assessor Hougardy presented an additional request to provide his second Appraiser III – Sales Analyst with a stipend to recognize the additional work he has taken on to train staff. Assessor Hougardy added that both requests can be covered by his 2023 budget. The Board approved both requests.

REQUEST TO APPROVE RESOLUTION IN THE MATTER OF ESTABLISHING THE CITIZENS' ADVISORY COMMITTEE ON SALARIES FOR ELECTED OFFICIALS OF KITITAS COUNTY

HR Director Killgore presented a resolution to reactivate the Elected Officials Salary Advisory Committee. She commented that the committee's meetings would be subject to the Open Public Meetings Act. Commissioner Wachsmith moved to approve Resolution 2023-131 to establish the Citizens' Advisory Committee on Salaries for Elected Officials. Commissioner Osiadacz seconded the motion. Motion was approved; 3:0.

The Board also reviewed a draft press release to invite interested members of the public to apply for the committee. Director Killgore will publish the press release as modified by the Board.

DISCUSSION – BENEFITS UPDATE

Director Killgore notified the Board that United Healthcare has released a 2024 fully insured renewal rate of 40% above the current rates. Budget & Finance Director Carlson discussed the budget impacts of such an increase with the Board. Director Killgore and Director Carlson recommended that the Board continue with the plan to move to a self-insured model in 2024.

DISCUSSION – SALARY SURVEY UPDATE

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Director Killgore presented the Board with partially completed preliminary salary study data. The Board reviewed the results and will discuss further when the data is complete.

OTHER BUSINESS

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.

Director Killgore presented the HR monthly metrics for July. No action taken.

The Board entered executive session at 10:40 AM to discuss the performance of a public employee for an anticipated length of five minutes. Anticipated action: none. At 10:45 AM the Board extended executive session for an additional five minutes. The Board exited executive session at 10:50 AM with no action taken.

CONCLUDED

The meeting was concluded at 10:50 AM.

KITITAS COUNTY COMMISSIONERS
KITITAS COUNTY, WASHINGTON



Jeanne Killgore, HR Director



Cory Wright, Chair

APPROVED

9-5-2023