

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

TUESDAY

10:00 AM

October 11, 2016

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

Others: Lisa Young, Mark Hollandsworth, Daily Record

REGULAR MEETING

COMMISSIONERS

- 1) **Call to order: 10:07 AM**
- 2) **Board Discussion and Decision Regarding Letter to HopeSource in Support of the 2017-2019 Department of Transportation Grant Application.**

Commissioners Jewell and Osiadacz briefly discussed the letter presented for signature; Chairman O'Brien recused himself. Commissioner Jewell moved to approve Board signature on the letter of support; Commissioner Osiadacz seconded; the motioned carried 2:0, with Chairman O'Brien abstaining from the vote. Mark Hollandsworth was present to express his gratitude.
- 3) **Request for Chairman Signature on 2017 WCIF Master Applications**

HR Director Young provided an overview of plan selections and changes for 2017. Commissioner Jewell moved to approve Chairman signature on the Master Applications; Commissioner Osiadacz seconded. Motion passed 3:0.
- 4) **Discussion Regarding the New FLSA Overtime Regulations**

HR Director Young provided an overview of the pending changes required under the new FLSA minimum income threshold for exemption from overtime. She indicated that there are 18 positions that would fall below the standard currently, with 10 that will require removal from exempt status regardless of the outcome of the pending wage survey. The Board approved removal of the 10 positions from exempt status effective 12/1/16 and recommended having a plan in place for the remaining positions pending the outcome of the survey/budget.
- 5) **Discussion Regarding the Wage Survey**

Commissioner Jewell provided an update on the work that has been done to-date. The

APPROVED

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Board discussed the project briefly and determined that the departmental budgets would need to be reviewed prior to making any decisions on the survey. Commissioner Jewell and Director Young will prepare an update to share with the Board and Management Team.

6) Discussion Regarding HIPAA

HR Director Young provided an update on HIPAA Compliance; she recommended hiring a consultant to conduct an assessment of our privacy/security policies, procedures, and compliance standards. She indicated that HIPAA could be a subject of future State Audits, and that there have been several security breaches in other Counties. She also reported that she located funding through the Auditor's office. The Board agreed that she should move forward with the project.

7) 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.

The Board entered executive session at 10:48 AM to discuss the performance of a public employee. Anticipated length: 10 minutes; anticipated action: None. The Board exited executive session at 10:58 AM with no action taken.

8) Adjourn: 10:58 AM

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Lisa Young



Chairman