

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

MONDAY

4:00 PM

December 12, 2016

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

Others: Lisa Young, Robin Read, Mickey Webb, Mark Cook

SPECIAL MEETING

COMMISSIONERS

1) Call to order: 4:02 PM

2) Staffing Discussion/Requests

- Public Health – Flex Schedule – PH Administrator Read was invited at Chairman O'Brien's request to discuss use of a flexible work schedule. Chairman O'Brien said he wanted to discuss how much authority a Department Head has to allow an employee to flex their work schedule to accommodate time off for family needs, schooling, etc. HR Director Young stated that hours could be flexed within the same work week, but not beyond. PH Administrator Read gave some examples of how she has allowed employees to flex their time. No action resulted from the discussion.
- Event Center – Director Vacancy – HR Director Young reminded the Board that HR would like input on the job description in preparation for posting and she asked about appointing an Interim. KVEC Director Webb suggested a joint Interim appointment, shared between a staff member and a Fair Board member. The Board would like to schedule a Monday Morning to give them time to consider who might be a good candidate for an interim appointment. KVEC Director Webb expressed his interest in staying on as a volunteer to continue to manage the Throttle & Smoke event he has been working on. He would not ask for monetary compensation, aside from continuing his data allowance to check emails, and perhaps some tickets to the event to share with friends. The Board asked HR Director Young to check with Budget & Finance Manager Pless regarding the taxable status of providing tickets and the data allowance. The Board then reminded KVEC Director that he has a deadline for sponsorships which will determine whether or not the event actually occurs.

APPROVED
2-21-17

- PW – Traffic Control – PW Director Cook presented his plan to reclassify the current Sign Technician to Traffic Control Foreman then hire a Traffic Control Tech as an internal promotion from the Road Union. He would not backfill the Operator vacancy at this time, but would reassess in 2018. Director Cook had an idea for pay range for the Foreman but the Board asked for a quick survey prior to making the decision. They would like Director Cook/Director Young to gather the information and bring it back to the Board on a Monday meeting.
- Fire Marshal – Update (may require executive session) – HR Director Young updated the Board on the recruitment status of the Fire Marshal position and suggested the Board go into 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 4:50 PM to discuss the qualifications of a candidate for public employment. Anticipated time: 5 minutes. Anticipated action: Direction to staff. At 4:55 PM the Board exited Executive Session with direction to staff. HR Director Young will notify the internal candidate of the recruitment status. Director Young reminded the Board to send interview questions to HR Representative Lierly.

- 3) Request for Chairman Signature on Teamsters Subscription Agreement – HR**
 Director Young presented the Teamsters Subscription Agreement which she explained is an addendum to the Probation contract stipulating which Teamsters medical plan the employees will have. The agreement requires signature of the Chairman. Commissioner Jewell moved to approve Chair signature on the agreement; Commissioner Osiadacz seconded. The motion was approved 3:0.

4) Executive Session – Union

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 5:00 PM to discuss negotiation strategies. Anticipated length: 10 minutes; anticipated action: Direction to staff. The Board exited Executive Session at 5:10 PM with direction to proceed with negotiations.

- 5) HR Updates – HR Director Young gave a very brief update on the status of the wage survey and benefits research.**

- 6) **Other Business** – Chairman O'Brien wanted to discuss a letter he had drafted to the City of Ellensburg. Commissioner Jewell stated he had some proposed changes and asked that they hold it for discussion and consideration during their Monday meeting.
- 7) **Adjourn: 5:11 PM**

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Lisa Young



Obie O'Brien, Chairman