

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

**WEDNESDAY**

**11:00 AM**

**March 15, 2017**

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

Others: Gene Dana, Clay Myers, Mark Cook, Chelsea Lierly

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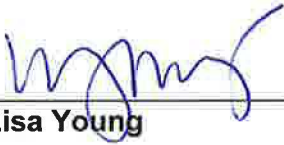
1. **Call to Order -11:00 AM**
2. **Discuss Request from Local 760 (Corrections)** (agenda order adjusted) – Sheriff Dana and Undersheriff Myers were present. HR Director Young explained that Union Representative Carl Keller submitted a proposal to divide the Corrections union between Uniformed and Non-Uniformed employees. Undersheriff Myers stated that he would not want to see the clerical staff become part of the Courthouse union – he would prefer to keep the LE Clerks separate. The Board asked that Director Young and Undersheriff Myers create a pro's vs con's list and bring it back to the Board.
3. **Policy Discussion** – HR Director Young shared a draft policy amendment of (2-15) Personnel Identification Cards. Chairman Jewell requested a couple of changes and the Board approved moving the policy forward.
4. **Request Chairman Signature on the WCIF Incentive Election Form** – HR Director Young requested Board approval and Chairman's signature formally choosing an incentive option for employee participation in the WCIF Incentive program. The Board approved the cash incentive and Commissioner O'Brien moved to approve Chair signature on the WCIF Incentive Election Form; Commissioner Osiadacz seconded. Motion carried 3:0.
5. **Discuss Wage Survey Impact – Public Works** – Director Cook was present to discuss a wage proposal using the wage survey data for the creation of the Engineer Tech series. The Board provided their input and approved moving forward to the next step.
6. **Executive Session** (agenda order adjusted) – **Qualifications of a Candidate – 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 12:05 PM; anticipated length: 10 minutes; anticipated action: direction to staff. At 12:15 PM the Board extended the executive session for an additional 10 minutes. At 12:25 PM the Board exited executive session. Commissioner Osiadacz moved to hire Ms. Jill Scheffer for Event Center Director, at \$4,400 per month. Commissioner O'Brien seconded. Motion carried 3:0.
7. **HR Updates** – None.
8. **Other Business** – None.
9. **Adjourn** – 12:30 PM

**APPROVED**

12/11/18

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**Lisa Young**

\*submitted in 2018\*



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**Laura Osiodacz, 2018 Chairman**