

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
WEBEX
REGULAR MEETING
HR STUDY SESSION**

TUESDAY

10:00 AM

5/11/2021

Board members present: Brett Wachsmith, Laura Osiadacz, Cory Wright

Others: Kady Porterfield, Patti Stacey, Jerry Pettit, Christopher Horner, Julie Kjorsvik, members of the public, Lisa Young, Jeanne Killgore

CALL TO ORDER

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

DISCUSSION/DECISION – KVEC/MAINTENANCE – REQUEST TO PURCHASE A TENT; DISCUSS POSSIBLE DELAYS ON DEMOLITION PROJECT

KVEC Director Porterfield summarized that she needs to purchase two large tents to replace the swine building in preparation for the Kittitas County Fair. However, the City of Ellensburg will not approve the tent installment without additional permits and costly modifications. Director Porterfield requested additional COVID funds to purchase and install the tents in accordance with the City's requirements. Commissioner Osiadacz asked if the tents could be used in the future, or if they were to be purchased only for the Kittitas County Fair. Director Porterfield answered that the tents could be used by KVEC for several years and for a variety of purposes. She added that the tents could also be useful to other departments who need a covered space to store vehicles and/or equipment. Commissioner Wright stated that he does not want to see the COVID fund used as a catch-all for miscellaneous projects, but the purchase of tents seems to have purpose now and in the future. The Board directed Director Porterfield to move forward with pricing out the purchase of two tents and schedule a follow-up meeting to discuss the final cost estimate.

DISCUSSION – AUDITOR STAFFING – BUDGET & FINANCE DIRECTOR

HR Director Young inquired if there was any further discussion or direction from the Board regarding recruitment of the Budget & Finance Director position before the topic is discussed at tomorrow's Management Team meeting. Auditor Pettit pointed out the need to start moving forward in the hiring process, but also expressed a desire to allow input from the Board and the Management Team. Commissioner Wright stated that he and Auditor Pettit have been meeting to discuss the position in greater detail. Director Young advised that once the recruitment process has begun it would be unfavorable to make changes to the job description, position responsibilities, or wages. Commissioner Wright stated that he and Auditor Pettit would like more time to discuss the position. Director Young will add this topic to the next HR Study Session for further discussion.

APPROVED
12/7/21

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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 10:21 AM to discuss qualifications for public employment for an anticipated length of five minutes. Anticipated action: direction to staff. At 10:26 AM the Board extended executive session for an additional five minutes. The Board exited executive session at 10:31 AM. Action taken: direction to staff to set interviews.

EXECUTIVE SESSION – 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 10:33 AM to discuss a union matter for an anticipated length of five minutes. Anticipated action: none. The Board exited executive session at 10:38 AM. No action taken.

DISCUSSION/DECISION – RETURNING TO WORK POST-COVID

Director Young reminded the Board that this agenda item was requested at her last study session. Commissioner Wright expressed his desire for the Board to adopt a position regarding County office staff returning to work post-COVID. Director Young asked if the Board has given any thought to supporting telecommuting on a long-term basis. Commissioner Osiadacz responded that she would like to better understand the financial, productivity, and service impacts of telecommuting. Commissioners Wachsmith and Wright agreed that more clarity would be helpful. Director Young asked if the Board would be interested in conducting a survey of Management Team or all staff to get a pulse on their thoughts regarding telecommuting. The Board expressed interest in developing survey questions. Director Young will compile any survey questions sent to her by the Board and bring the topic back for further discussion at her next study session.

OTHER BUSINESS

None.

ADJOURN

The meeting was adjourned at 10:54 AM.

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Lisa Young, HR Director

**KITTITAS COUNTY COMMISSIONERS
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Brett Wachsmith, Chairman