

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

TUESDAY

10:00 AM

9/14/2021

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

Others: Tristen Lamb, Sarah Keith, Judy Pless, Stephanie Hartung, Carly Brettmann, Julie Kjorsvik, Lisa Young, Jeanne Killgore, members of the public

CALL TO ORDER

The meeting was called to order at 10:02 AM.

DISCUSSION/DECISION – STAFFING REQUEST – SUPERIOR COURT

HR Director Young summarized that the part-time Superior Court Judicial Assistant will be retiring. Superior Court is requesting to fill the vacancy with a full-time replacement. Court Administrator Keith stated that there is a need for full-time coverage in Superior Court to sustain the workload in the office. Superior Court will use budget savings to fund the position for the remainder of 2021 and will include funding for the position in their 2022 budget. The Board approved the staffing request.

DISCUSSION/DECISION – RECRUITMENT PREP – PUBLIC HEALTH

Director Young presented a request from Public Health to create a new communicable disease division within the department. She added that Public Health used to employ a nurse supervisor to oversee nursing staff within the department, and Public Health would like to bring that structure back as part of the new division. She also explained that the Sheriff's Office is in need of medical staff to work in the Corrections Center, and these employees could also be housed within the communicable disease division of Public Health. Public Health Director Lamb commented that she has \$600,000 in funding for Communicable Disease infrastructure, and the Sheriff's Office has some applicable funds as well. The Board expressed approval of the new structure proposal and provided direction to move forward.

Director Young presented the Board with a draft of the Public Health Director job description as well as a recruitment timeline proposal for review. She requested that the Board look over the job description and timeline options in preparation for discussion at the next HR Study Session.

HR/BOCC PROJECT UPDATES

Director Young presented the Board with proposed language updates to policy 4.8 Personal Appearance. She summarized that the policy has not been updated for some time and clothing trends change. The new language also addresses tattoos and piercings. Commissioner Osiadacz commented that, as tattoos and piercings become more mainstream, she is receiving increased questions from staff about what is

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acceptable and what is not. The Board will review the proposed policy changes and discuss at the next HR Study Session.

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.

This item was moved to the top of the agenda.

The Board entered executive session at 10:03 AM to discuss collective bargaining for an anticipated length of 10 minutes. Anticipated action: none. The Board exited executive session at 10:13 AM. No action taken.


OTHER BUSINESS

Director Young advised the Board that President Biden may enact mandatory vaccinations or weekly COVID testing. This will likely impact the County workforce and will need to be addressed with the unions. She will continue to watch for updates and keep the Board informed.

Director Young presented the Board with her work schedule as she transitions to her new position with the City. She will split her time between the City and the County until 10/08/2021.

ADJOURN

The meeting was adjourned at 10:39 AM.



Lisa Young, HR Director

**KITTITAS COUNTY COMMISSIONERS
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Brett Wachsmith, Chairman