

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

**TUESDAY**

**10:00 AM**

**2/22/2022**

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

Others: Mark Cook, Todd Davis, Christopher Horner, Kristine Foreman, Jeanne Killgore

**CALL TO ORDER**

The meeting was called to order at 10:03 AM.

**NOXIOUS WEED INSPECTOR WAGE RANGE**

Noxious Weed Coordinator Davis presented a request to raise the Noxious Weed Inspector I minimum wage to \$17.00 per hour. He explained that the higher starting wage would bring the position in line with other entry-level jobs in the area. He also noted that \$17.00 per hour was the suggested starting wage after the 2019 wage survey. The Board expressed approval of increasing the Noxious Weed Inspector I minimum wage to \$17.00 per hour.

**DISCUSSION AND APPROVAL OF JOB DESCRIPTIONS AND WAGE RANGES FOR PUBLIC WORKS DEPARTMENT**

Public Works Director Cook reminded the Board that the restructure of his road management division was discussed at a previous meeting, and presented job descriptions and proposed wage ranges for the Maintenance Manager and new Assistant Maintenance Manager positions. He explained that the restructure would provide a cost savings to the department, and allow for staff leadership training opportunities. The Board approved the job descriptions and wage ranges for the Maintenance Manager and Assistant Maintenance Manager positions. HR Director Foreman will negotiate the new Lead positions with the union and bring back an MOU for approval at a future meeting.

**ADOPT AND SIGN THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE BOARD OF KITTITAS COUNTY COMMISSIONERS, THE KITTITAS COUNTY SHERIFF, AND THE TEAMSTERS LOCAL NO. 760 REPRESENTING THE UNIFORMED JAIL EMPLOYEES OF THE KITTITAS COUNTY SHERIFF'S OFFICE**

This agenda item was tabled until the next Study Session.

**ADOPT AND SIGN THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE BOARD OF KITTITAS COUNTY COMMISSIONERS, THE KITTITAS COUNTY SHERIFF, AND THE TEAMSTERS LOCAL NO. 760 REPRESENTING THE MISDEMEANANT PROBATION AND JUVENILE COURT SERVICES EMPLOYEES OF KITTITAS COUNTY**

This agenda item was tabled until the next Study Session.

**APPROVED**  
3/1/22

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**RESOLUTION REGARDING PRORATION OF BENEFITS FOR PART-TIME EMPLOYEES**

HR Director Foreman presented a resolution to fully cover health benefits for the County's part-time staff. She explained that this was discussed and approved at a previous meeting; the resolution serves to formalize the discussion. Commissioner Wachsmith moved to approve Resolution 2022-058 regarding the proration of benefits for part-time employees. Commissioner Wright seconded the motion. Motion was approved; 3:0.

**CELL PHONE ALLOWANCE FOR DEPARTMENT HEADS**

Director Foreman informed that Board that several Department Heads have a County-issued cell phone to conduct County business, some receive a monthly cell phone stipend to use their personal phone for County business, and others do not receive anything. She requested direction from the Board regarding how to consistently administer cell phones or allowances to Department Heads. Commissioner Wright commented that he would like Department Heads to have a choice to either receive a County-issued cell phone or a cell phone allowance. Commissioner Osiadacz agreed, noting that some Department Heads may not be comfortable using their personal phone for business purposes. Director Foreman will work with the IT Director and legal staff to develop a plan to provide Department Heads with a choice regarding cell phone usage, as well as training for cell phone usage.

**OTHER BUSINESS**

Commissioner Wright asked for an update regarding a draft firearms policy for staff. Director Foreman answered that she is meeting with the Risk pool later this week to discuss the draft in greater detail. She will provide the Board with an update at the next HR Study Session.

**ADJOURN**

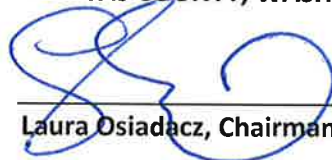
The meeting was adjourned at 10:23 AM.



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Kristine Foreman, HR Director

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



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Laura Osiadacz, Chairman