

KITTITAS COUNTY
COMMISSIONER REGULAR MEETING

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Human Resource Study Session

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April 28, 2009
10:00 AM

Topic	Outcome / Minutes
Meeting Commencement	<ul style="list-style-type: none"> Session started at 10:04 a.m. (<i>items taken out of sequence</i>)
Sheriff's Department <ul style="list-style-type: none"> Paid Administrative Leave 	<ul style="list-style-type: none"> Discussed utilization of Paid Administrative Leave by the Sheriff's Department.
Personnel Matters <ul style="list-style-type: none"> Performance Evaluation Discussion <p>Anticipated executive session: <i>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.</i></p>	<ul style="list-style-type: none"> Rescheduled for 5/12/09.
Labor Relations Update <ul style="list-style-type: none"> Local 792CH (Courthouse) <ul style="list-style-type: none"> Fair Staff Local 792 (Road) <ul style="list-style-type: none"> 2010 – 2012 Contract Discussion Local 760 (Corrections) <ul style="list-style-type: none"> 2010 – 2012 Pending Initial Phase Local 760 (Probation) <ul style="list-style-type: none"> 2010 – 2012 Pending Contact <p>Anticipated executive session: <i>RCW 42.30.140 (4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (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.</i></p>	<ul style="list-style-type: none"> The Board entered Executive Session at 10:28 a.m. to discuss matters related to collective bargaining. Anticipated length: 15 minutes Anticipated action: None The Board exited Executive Session at 10:43 a.m. with no action taken.
Treasurer's Staffing - Process <ul style="list-style-type: none"> Tax Roll Deputy 	<ul style="list-style-type: none"> HR Director Whalen gave an update to the Board on the hiring process indicating that HR was not invited to participate. Commissioner McClain asked HR Director Whalen to obtain a legal opinion regarding Elected Officials not following the policies and whether or not a Code could be implemented forcing personal liability. Commissioner Crankovich will draft a memo encouraging the use of HR services.
Public Works – CDS Staffing <ul style="list-style-type: none"> Planning Official 	<ul style="list-style-type: none"> PW Director Holmes asked the Board to consider Temporary staffing in CDS. The Board indicated that they would not be opposed to temporary staff to cover vacations, etc, and asked PW Director Holmes to look at performance indicators and see if previous staff subject to lay-off would be available. The Board indicated that they did not want PW staff filling in and asked PW Director Holmes to keep them updated. Planning Official was not discussed.

WSU Staffing <ul style="list-style-type: none"> • Office Assistant 	<ul style="list-style-type: none"> • Board directed to hold for two more weeks.
Probation Services – Juvenile Staffing <ul style="list-style-type: none"> • Work Crew Supervisor 	<ul style="list-style-type: none"> • Probation Services Director Holmes requested the ability to post for Work Crew Supervisor, a grant-funded position. • Commissioner McClain moved to authorize posting. • Commissioner Jewell seconded. • No discussion. • Motion carried 3:0.
Human Resources Staffing <ul style="list-style-type: none"> • HR Associate 	<ul style="list-style-type: none"> • HR Director Whalen requested the ability to post for HR Associate. • Commissioner Jewell moved to authorize posting. • Commissioner Crankovich seconded. • No discussion. • Motion carried 2:1 (Commissioner McClain opposed).
Other Discussion	<ul style="list-style-type: none"> • The Board indicated that they would like to increase the Civil Service Commission from 3-5 members; an Ordinance may be on the next Agenda.
Meeting Adjournment	Session ended at 10:57 a.m.
Attendees	Alan Crankovich, Paul Jewell, Mark McClain, Joseph Whalen, Lisa Young; Gene Dana, Clayton Myers, Kirk Holmes, and William Holmes (present for specific topics)