

KITTITAS COUNTY  
COMMISSIONER SPECIAL MEETING

Human Resource Study Session

October 15, 2009  
2:30 PM

Topic	Outcome / Minutes
<p><b>Legal Matters</b></p> <p><b>Anticipated executive session:</b> RCW 42.30.110 (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.</p>	<ul style="list-style-type: none"> <li>• Session started at 2:31 p.m.</li> <li>• BOCC entered executive session at 2:31 p.m. to discuss legal matters; Anticipated length: 20 minutes; Anticipated action: None</li> <li>• BOCC exited executive session at 2:51 p.m.; No action taken</li> </ul>
<p><b>Labor Relations Update</b></p> <ul style="list-style-type: none"> <li>• Local 792 (Road) <ul style="list-style-type: none"> <li>○ Negotiations Update</li> </ul> </li> <li>• Local 760 (Corrections) <ul style="list-style-type: none"> <li>○ Negotiations Update</li> </ul> </li> <li>• Local 760 (Probation) <ul style="list-style-type: none"> <li>○ Negotiations Update</li> </ul> </li> </ul> <p><b>Anticipated executive session:</b> 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.</p>	<ul style="list-style-type: none"> <li>• BOCC re-entered executive session at 2:51 p.m. to discuss matters related to collective bargaining; Anticipated length: 10 minutes; Anticipated action: Direction to staff</li> <li>• BOCC exited executive session at 3:01 p.m. with direction to staff</li> </ul>
<p><b>Compensation</b></p> <ul style="list-style-type: none"> <li>• Employees at max</li> <li>• Compensation/Staffing</li> </ul>	<ul style="list-style-type: none"> <li>• Discussed options for employees who reach the top of their wage scale; HR Director Whalen shared data with the Board indicating the number of employees currently impacted. No action taken at this time pending the outcome of the wage survey being conducted.</li> <li>• Preliminary discussion covering options that would allow a department to utilize funds saved through attrition of staff to grant increases to remaining staff based on merit and manager discretion. The Board asked HR to propose draft policy language for future discussion.</li> </ul>
<p><b>Holidays</b></p> <ul style="list-style-type: none"> <li>• Christmas Eve</li> </ul>	<ul style="list-style-type: none"> <li>• The Board approved full-day closure of County offices on December 24 at the discretion of the Department Head or Elected Official. Employees would be required to use appropriate and available leave time to cover the hours outside the 4-hour paid holiday allowed by policy.</li> </ul> <p>** If December 24th falls on a regular working day, the Courthouse shall be closed one-half day commencing at noon. If the courthouse is closed on December 24th, either because it falls on a weekend or because Christmas falls on a Saturday, then, in that event, there will be no half-day (1/2) closure on any other date.</p>
<p><b>Other Discussion</b></p> <ul style="list-style-type: none"> <li>• Exempt Employees/Banked Leave</li> </ul>	<ul style="list-style-type: none"> <li>• Commissioner Crankovich indicated he had questions posed to him regarding exempt employees' use of banked leave. Some examples included employees working from home when they have sick children rather than using sick leave; Employees who may work</li> </ul>

**APPROVED**  
11/3/2009

	40 or more hours by Thursday and not report to work Friday without use of vacation leave; or Exempt employees utilizing alternate work schedules. The Board requested this be a topic for the next regular meeting with HR.
Attendees	<ul style="list-style-type: none"><li>• Alan Crankovich, Mark McClain, Paul Jewell, Joseph Whalen, Lisa Young</li><li>• Greg Zempel present for Exec (Legal Matters)</li></ul>