KITTITAS COUNTY
COMMISSIONER SPECIAL MEETING
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## Human Resource Study Session
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January 23, 2007
10:00 a.m.

TOPICS

1) Compensation Committee Update
2) Personnel Change Requests
   a) Human Resource
   b) Lower District Court
3) Labor Relations
   a) Local 2658 (Appraisers)
      i) Healthcare Reopener
   b) Local 792CH (Courthouse)
      i) Negotiations Update
      ii) Grievance
   c) Local 792 (Road)
      i) Negotiations Update
      ii) PERC Update
4) Safety Training Update

Add-On Topic – PAF
- Corrections Contract

ATTENDANCE: Alan Crankovich, David Bowen, Mark McClain, Kirk Eslinger, and Lisa Young
Jerry Pettit, Tom Swenson, William Holmes, Darryl Piercy, and Patti Johnson attended for Compensation Committee Update

REGULAR SESSION 10:00 a.m.

1) Compensation Committee Update – Kirk updated the Board on the Compensation Committee topics discussed during the 2007 Budget season (some committee members present); not to ask for a decision, but for the committee to gain better understanding of where the Board stands on these topics currently:
   a) Healthcare Contribution
      i) The Compensation Committee recommended that the healthcare contribution be increased from $520 to $555. This was approved with the 2007 Budget.
      ii) The Compensation Committee recommended the ability for employees to opt-out of medical if they had proof of other coverage. This was approved during open enrollment for 2007.
      iii) The Compensation Committee recommended a higher healthcare contribution for:
         - Non-exempt employees
         - Other employee groups with merit-based increases
         - Leadership positions

      The Board was not ready to make any changes to the healthcare contribution structure.
   b) Cost-of-Living (COLA) & Merit Increase Chart
      i) The traditional merit increase chart was updated for 2007 using a 3.5 CPI and will be on the agenda for formal ratification 2/6/07.
      ii) The Compensation Committee recommended that the County reinstate a separate COLA January 1 that would impact the employee's wage, not the range. The Board did not want to move backwards.

iii) The Compensation Committee recommended that those at the top of their pay range be able to receive a COLA until they cap at out X% above the max of their range. The Board did not want to go beyond the set maximum.

The Board did express interest in reviewing the evaluation categories and definitions.

c) Market Data Impact
   i) The non-bargained wage scales for 2007 were approved and implemented.
   ii) The Compensation Committee recommended the following approaches for transitioning to the updated wage ranges:
      (1) Those that fall below the new minimum should be brought to the new minimum. This is current practice, but a PAF will need to be generated by managers to make that happen. No meeting with the Board is needed.
      (2) The Compensation Committee recommended that employees who would fall between minimum and 25% of their new wage range be given 50% of the increase to the wage range itself. This is to provide some sense of equity and to keep employees from log-jamming at the bottom. David stated he had been giving this some thought but that he had not had time to thoroughly process it and formulate an opinion. The current policy allows managers to approach the Board with requests for wage adjustments.

2) Personnel Change Requests
   a) Human Resource – Request to allow an employee enter the Alternate Work Week Schedule – approved.
   b) Lower District Court – New code assigned for new project employee - hiring PAF approved.

EXECUTIVE SESSION 10:46 a.m. – *To evaluate strategy and/or positions relating to collective bargaining negotiations. Anticipated length: 10 minutes.*

3) Labor Relations
   a) Local 2658 (Appraisers)
      i) Healthcare Reopener – Update given to Board; direction given to staff.
   b) Local 792CH (Courthouse)
      i) Negotiations Update – Update given to Board.
      ii) Grievance – Update given to Board.
   c) Local 792 (Road)
      i) Negotiations Update – Update given to Board.
      ii) PERC Update – Update given to Board.

Add-On Topic – PAF
- Corrections Contract – Contract ready for Board signature, BOCC signed.

END EXEC SESSION 10:55 a.m.

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REGULAR SESSION 10:55 a.m.

4) Safety Training Update – Lisa gave an update on her Training and Safety goals for the immediate future. A more lengthy plan will be brought back to the Board at a future meeting.

END REGULAR SESSION 11:05 a.m.