

KITTITAS COUNTY
COMMISSIONER SPECIAL MEETING

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Human Resource Study Session

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May 27, 2008
10:00 AM

Topic	Outcome / Minutes
<p>Labor Relations Update</p> <ul style="list-style-type: none"> • Local 792CH (Courthouse) <ul style="list-style-type: none"> ○ Assistant Maintenance Supervisor ○ On-Call Cell Phone Usage <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"> • Session started at 10:07 a.m. • No PAF's presented for signature • BOCC entered Executive Session at 10:07 a.m. to evaluate strategy and/or positions relating to collective bargaining negotiations • Anticipated length: 15 minutes • Anticipated action: None • BOCC exited the Executive Session at 10:20 a.m. with no action taken
<p>Recruitment Update</p> <ul style="list-style-type: none"> • Update on Department Head Vacancies <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"> • BOCC re-entered Executive Session at 10:20 a.m. to evaluate the qualifications of an applicant for public employment • Anticipated length: 5 minutes • Anticipated action: None • BOCC exited the Executive Session at 10:25 a.m. with no action taken
<ul style="list-style-type: none"> • Compensation Update • Supervisory-level Wage Scales 	<ul style="list-style-type: none"> • Resumed Regular Session at 10:25 a.m. • Topic tabled for future meeting
<p>Policy Update</p> <ul style="list-style-type: none"> • Cell Phone Policy Outline • BAR Dues Policy Statement • Training Policy • Inmate Use Policy • Process for Policy Update 	<ul style="list-style-type: none"> • Process for Policy Update – Board gave their preference on the process for new policies and updates. • Cell Phone Policy Outline – Kirk reviewed the draft language, BOCC approved concept, Kirk will move to next phase. • BAR Dues Policy Statement – Policy committee, Greg, and Don have reviewed – Kirk will move forward. • Training Policy – Discussed language on reimbursement requirements for certain levels of training; BOCC gave their position; Kirk will take it to policy committee. • Inmate Use Policy – Lisa reviewed a draft policy, BOCC will review more thoroughly and give feedback if needed; will have new Maintenance Director review; Lisa will forward email responses to BOCC regarding how departments are using inmate labor currently
<p>HR Process Update</p> <ul style="list-style-type: none"> • Review of long vacant positions • Orientation process for Department Heads 	<ul style="list-style-type: none"> • Kirk discussed situations where positions remain open for a long time; BOCC supported his recommended direction. • Orientation for Department Heads – Kirk proposed a plan to better introduce a new Department Head into the workplace, with mentoring and multi-phase orientations. The BOCC approved his plan, which also has the support of Judy Pless.
Attendees	Alan Crankovich, Linda Huber, Kirk Eslinger, Lisa Young