

**COMMISSIONERS' MINUTES  
KITTTITAS COUNTY, WASHINGTON  
COMMISSIONERS CONFERENCE ROOM  
SPECIAL MEETING**

**WEDNESDAY**

**1:00 P.M.**

**APRIL 1, 2009**

Board members present: Chairman Alan Crankovich; Vice Chairman Paul Jewell and Commissioner Mark McClain.

Others: Julie Kjorsvik, Clerk of the Board; Joseph Whalen, Human Resources Director; Greg Zempel, Prosecutor.

**SPECIAL MEETING**

**CIVIL SERVICE EXAMINER**

**COMMISSIONERS**

At 1:00 p.m. Chairman Crankovich opened a special meeting to consider the Chief Examiner position for the Civil Service Commission. He explained the Examiner position has been housed out of the Human Resources Department and the staff member who has been conducting the work is no longer employed with Kittitas County. He said the Civil Service Commission is now stating they have the right to hire that person without input from the County and to remain independent of the Human Resources Department. He said according to the Civil Service Commission, the County has been going against the statute relating to the Civil Service Examiner position. He indicated Stephanie Happold, Deputy Prosecutor offered an opinion after reviewing the statute, and said the current structure of the Civil Service Examiner is wrong, per RCW. He said he had met with Mr. Bob Holter, Chair of the Civil Service Commission, and Mr. Holter claims the County must provide a budget for funding of an examiner, but he cannot find anything that indicates that information.

Commissioner McClain reviewed the duties and responsibilities of the Civil Service Examiner including assisting with the creation of rosters and vacancies in the Sheriff's Department, and noted it needed to be a fair process and separate from the Sheriff's Department. He said by keeping the Civil Service Examiner in the Human Resources office as it has been, they have both the resources and ability to remain independent. He did not feel the County has been doing it wrong. Greg Zempel noted that according to the statute, the examiner cannot be employed by the Sheriff's Department, nor can a Civil Service Commissioner.

Joseph Whalen described the Civil Service testing process. Chairman Crankovich felt the Human Resources Director was caught in the middle of a territorial battle. He questioned why the Civil Service

Commission is now claiming the County is in violation of the statute, when they have never brought up the issue before when others were hired in the position which has been housed out of the Human Resources Department. He thought no matter what, the position should go through a competitive process, and noted when this was brought up at a prior meeting, the Civil Service Chairman assured him that a competitive process would take place, but the person would be supervised by the Civil Service Commission and not the County.

There was discussion on what the statute requires of the County regarding the "level of assistance". Currently, the position in the Human Resources Department is dedicated at 15% for Civil Service Chief Examiner duties.

Commissioner McClain felt the best solution would be to continue to have the Civil Service Examiner representative in the Human Resources Department, and ask the Civil Service Commissioners input on the hiring of that person, but if they are not willing to do that, the Board could tell them to conduct the interviews on their own, select their own Examiner, but not fund the position. Mr. Zempel said the County needs to first identify the issues, research how/if it must be funded and check with other Counties to see what the best model is. Joseph said they currently have a survey out to other counties to see what their process is.

The Board requested staff to schedule another meeting next week with the Civil Service Commission, Human Resources, Greg Zempel and Stephanie Happold for further discussion.

Meeting adjourned at approximately 2:00 p.m.

**CLERK OF THE BOARD**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

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**Julie Kjorsvik**

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**Alan Crankovich, Chairman**