

# BOARD OF COUNTY COMMISSIONERS

## DEPARTMENT HEAD MEETING

### MINUTES

**DATE:** October 05, 2009

**TIME:** 9:40 AM

**COMMISSIONERS PRESENT:** Alan Crankovich, Chairman; Paul Jewell, Vice-Chairman; Mark McClain, Commissioner

**DEPARTMENT:** Public Works

**DEPARTMENT HEAD:** Kirk Holmes

**OTHERS PRESENT:** Mandy Robinson, Deputy Clerk of the Board; Lisa Young, HR Manager

<b>TOPIC:</b>	Traffic Technician Wage
<b>DISCUSSION:</b>	<p>Kirk provided the BoCC with a pay range for the Traffic Technician Wage. He indicated that this position is currently held by George Pflug and he is retiring soon. He explained that the position had been posted and interviews held and that the successful applicant that was chosen for the job was a current employee from the County Road Crew. Kirk requested that the individual be brought in a little above the middle of the pay scale. He indicated that this position was viewed as a promotion. Kirk explained that although the pay-scale starts at a lower dollar amount than where the current employee is, he has been with the County for eleven years and will be taking on a greater deal of responsibility. There was discussion over the other changes for the potential applicant and the increased level of responsibility.</p> <p>Kirk requested to post for Equipment Operator position. He indicated that he currently has two vacant positions and with snow on the way he would like to fill those prior to winter being here.</p> <p>Chairman Crankovich announced at 9:50 a.m. that the Board would go into Executive Session for five minutes 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. He anticipated no action following the</p>

	Executive Session.
<b>ACTION:</b>	<p>At 9:55 a.m. the Board reconvened out of Executive Session. No action was taken.</p> <p>The Board approved the request to offer the position at the proposed wage.</p> <p>The Board directed Kirk to list the Equipment Operator Position request to fill on the next weeks Department Study Session.</p>

# BOARD OF COUNTY COMMISSIONERS DEPARTMENT HEAD MEETING MINUTES

**DATE:** October 05, 2009

**TIME:** 9:50 AM

**COMMISSIONERS PRESENT:** Alan Crankovich, Chairman; Paul Jewell, Vice-Chairman; Mark McClain, Commissioner

**DEPARTMENT:** Fair (KVEC)

**DEPARTMENT HEAD:** Matthew Anderson

**OTHERS PRESENT:** Mandy Robinson, Deputy Clerk of the Board; Roylene Crawford, Fair-board member.

<b>TOPIC:</b>	Office Closure October 23 <sup>rd</sup> & Travel Policy Exception
<b>DISCUSSION:</b>	<p>Matt indicated that the annual Fair conference is quickly approaching and that today's request is to ask permission to close the Fair Office on Friday October 23, 2009. He also requested to have the Board sign a exception to maximum lodging amount form. Matt explained that they cut out all conferences this year and have budgeted for this conference. He explained that the request comes before the Board every year because a lot of business is done after hours to meet with the entertainment representatives. He provided a letter from Roylene Crawford, Fair Board Secretary listing out what members would be requesting lodging.</p> <p>Commissioner Crankovich thanked the Fair Board for their work, but indicated that he could not support this year's request as they had asked all departments to cut their travel budget.</p> <p>Commissioner Jewell felt that the Fair Board is a volunteer board and they give a lot of time to the County and in turn, they make the County money. He had no issues with the request.</p> <p>Commissioner McClain indicated that he could see where both Commissioners were coming from, but ultimately felt it was a small request. He indicated he would be okay with approving the request this year.</p>
<b>ACTION:</b>	<b>The Vice Chairman signed the exception to maximum lodging amount form request as presented.</b>