

KITTITAS COUNTY  
COMMISSIONER REGULAR MEETING

Human Resource Study Session

November 10, 2009  
10:00 AM

Topic	Outcome / Minutes
<p><b>Labor Relations Update</b></p> <ul style="list-style-type: none"> <li>• Local 792 (Road)               <ul style="list-style-type: none"> <li>○ Negotiation Update</li> </ul> </li> <li>• Local 760 (Line)               <ul style="list-style-type: none"> <li>○ MOU</li> </ul> </li> </ul> <p><b>Anticipated executive session:</b>  <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"> <li>• Session started at 10:01 a.m.</li> <li>• BOCC entered executive session at 10:01 a.m. to discuss matters related to collective bargaining</li> <li>• Anticipated length: 25 minutes</li> <li>• Anticipated action: Direction to staff</li> <li>• BOCC exited executive session at 10:26 a.m. with direction to staff.</li> </ul>
<p><b>CDS Staffing</b></p> <ul style="list-style-type: none"> <li>• Planning Official</li> <li>• Building Official</li> </ul>	<ul style="list-style-type: none"> <li>• HR Director Whalen asked for an update on the status of application review for Planning Official, and for the ability to close both positions because they have been open so long.</li> <li>• BOCC is still reviewing Planning Official applications, and approved closing of both positions.</li> </ul>
<p><b>Compensation</b></p> <ul style="list-style-type: none"> <li>• Draft Policy</li> </ul>	<ul style="list-style-type: none"> <li>• HR Director Whalen discussed the requisition process for departments to request funding. He explained that there is a current form used for new positions (New Position Worksheet) which will become part of the HR Portal, but that we will add the requisition for funds as additional criteria.</li> <li>• HR Director Whalen shared draft policy language as requested by the BOCC at the last meeting pertaining to consideration for voluntary attrition and the ability for the department to reallocate funds. A requisition process will be required.</li> <li>• The Board will review and provide feedback to update the draft prior to next meeting.</li> </ul>
<p><b>Other Discussion</b></p> <ul style="list-style-type: none"> <li>• Budget Amendment</li> <li>• Exempt Use of Banked Leave</li> <li>• Evaluation Update</li> <li>• Reschedule of the 11/24 Regular Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• HR Director Whalen notified the BOCC that a budget amendment will be necessary for the purchase of IIE participant manuals for 2009. There is a line item in the preliminary 201 budget, but with seminars occurring in 2009, the materials will be required sooner. HR has also received a travel expense invoice for Chris Scaffidi, and anticipates one from Tammy Redmon for the recent onsite meetings.</li> <li>• No discussion regarding Exempt use of banked leave.</li> <li>• Hold discussion/review of the evaluation update for next meeting.</li> <li>• Commissioner Jewell suggested we reschedule the 11/24 meeting due to lack of BOCC availability; HR will reschedule for next week.</li> </ul>
<p><b>Attendees</b></p>	<ul style="list-style-type: none"> <li>• Alan Crankovich, Mark McClain, Paul Jewell, Joseph Whalen, Lisa Young</li> </ul>

APPROVED

12/1/2009