

KITTITAS COUNTY
COMMISSIONER REGULAR MEETING

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Human Resource Study Session

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November 23, 2010
10:00 AM

Topic	Outcome / Minutes
<p>Labor Relations Update</p> <ul style="list-style-type: none"> • Local 792 CH (Courthouse) <p>Anticipated executive session: 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.</p> <p>Other Executive session: 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.</p>	<ul style="list-style-type: none"> • Session began at 10:01 a.m. with the Board entering executive session to discuss matters related to collective bargaining and the performance of a public employee. • Anticipated length: 15 minutes • Anticipated action: Direction to staff • The Board exited executive session at 10: 16 a.m. with direction to staff.
<p>Policy Updates</p>	<ul style="list-style-type: none"> • HR Director Young provided a status update on the following draft policy revisions: <ul style="list-style-type: none"> ○ Wage Administration ○ Merit Increase Chart ○ Parking • Commissioner Jewell provided direction for changes; HR Director Young will update as requested and send by email for review.
<p>Other Discussion</p>	<ul style="list-style-type: none"> • Training – HR Director Young indicated that there are two mandatory training topics she would like to purchase via LocalGovU, an online training provider through the Risk Pool. The Risk Pool is working on trying to fund one of the two, and the other could be funded from the HR budget. The BOCC approved. She then indicated that the Records Management Group would like BOCC support in making the upcoming training on Records Management policy and procedures mandatory for the Records Coordinator from each department, with a strong recommendation that the DH/EO attend as well. Commissioner Jewell stated that IS Director Senter has scheduled a Monday Morning to discuss the matter. • HR Director Young notified the BOCC that she has been called for Jury Duty for the month of December which could require her to be out of the office. • Session ended at 10:26 a.m.
<p>Attendees</p>	<p>Paul Jewell, Alan Crankovich, Lisa Young; Mark McClain absent</p>

APPROVED
12/7/2010