

KITTITAS COUNTY
 COMMISSIONER REGULAR MEETING

ORIGINAL

Human Resource Study Session

February 22, 2011
 10:00 AM

Topic	Outcome / Minutes
<p>Public Health</p> <ul style="list-style-type: none"> Scholarship for Out-of-State PIO Training 	<ul style="list-style-type: none"> Session began at 10:00 AM Interim Co-Administrator Navarre presented a Travel Authorization form for Amy Diaz, who received a scholarship to attend a five-day advanced Public Information Officer training in Maryland. The Scholarship includes everything except meals and transportation to the airport. The employee would take her own vehicle to avoid leaving a County vehicle parked at the airport. Chairman Jewell asked if the PH budget could support the cost of meals and mileage and Interim Co-Administrator Navarre confirmed that it could. Commissioner Crankovich moved to approve the Travel Authorization form; Commissioner O'Brien seconded. Travel approved 3:0.
<p>Public Works Staffing</p> <ul style="list-style-type: none"> Engineer Tech I 	<ul style="list-style-type: none"> Public Works Director Holmes provided an update to the Board in support of his request to post for Engineer Tech I. He and Transportation Manager Ollivier stated that the road log work is important to maintain CRAB funding. They provided a summary of the duties as well as a budget estimate. The Board asked what would happen if the position was not authorized; PW Director Holmes replied that some projects would be put on hold, such as flood projects, hazard mitigation, and CAO components. He added that access permits are at high volume. The Board requested that this be revisited at the next Study Session scheduled for March 8.
<p>Prosecutor Staffing</p> <ul style="list-style-type: none"> Deputy Prosecuting Attorney <p style="text-align: center;">APPROVED 4/19/2011</p>	<ul style="list-style-type: none"> Prosecutor Zempel was present to request that his Criminal DPA position be authorized to fill. He stated that 18% of the workload on CAMAS is contract work, which would not be enough to offset a full FTE. If not filled, a Civil DPA would have to move to Criminal. Chairman Jewell asked what work would not get done if the position was not filled; Prosecutor Zempel replied that he did not know. Commissioner O'Brien asked how difficult it would be to re-task a Civil DPA to Criminal; Prosecutor Zempel explained that they are two different worlds; however, it will be easiest to return a current Civil DPA to her previous Criminal position. Chairman Jewell asked that the request wait until after the legislative session. The request to fill was not approved.
<p>Fair/WSU/NW</p> <ul style="list-style-type: none"> Armory Staffing Transitions 	<ul style="list-style-type: none"> Held for next meeting.

<p>Policy Updates</p> <ul style="list-style-type: none"> • Technology Use • Military Leave 	<ul style="list-style-type: none"> • HR Director Young provided an update on the Technology Use Policy; she was directed to move it to the Agenda for approval. No update was available on Military Use; it will be discussed at a future meeting.
<p>Personnel Matters</p> <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"> • The Board entered executive session at 10:50 AM to discuss matters relating to the performance of a public employee. • Anticipated length: 20 minutes • Anticipated action: None • The Board exited executive session at 11:10 AM with no action taken.
<p>Other Discussion</p>	<ul style="list-style-type: none"> • No other discussion.
<p>Attendees</p>	<p>Paul Jewell, Alan Crankovich, Obie O'Brien, Lisa Young Also present for specific items: Linda Navarre, Kirk Holmes, Jan Ollivier, Greg Zempel</p>