

KITTITAS COUNTY
COMMISSIONER REGULAR MEETING

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Human Resource Study Session
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June 14, 2011

10:00 AM

Topic	Outcome / Minutes
PH Staffing	<ul style="list-style-type: none"> • Session began at 10:00 AM • First item for discussion was approval to post for half-time Public Health Nurse II; presented by Interim Co-Administrator Navarre. Board approved. • Next Interim Co-Administrator Navarre and Accountant, Amber Simon, presented the need to post for Accountant, indicating that cutting two additional staff (Accountant and Assessment Coordinator) would be very hard for the department and hinder their Emergency Management Plan/Response. Interim Co-Administrator Navarre presented a sample budget report that is currently prepared monthly to ensure grant dollars are not over or under spent. Chairman Jewell stated that his preference is to work toward centralizing financial functions; however, it sounded like there are concerns with doing so. Accountant Simon stated that report problems existed prior to her arrival; they were hard to read or not available. She also discussed the possibility of an internal posting with the ability to start absorbing processes before her departure. Interim Co-Administrator Navarre also discussed other support functions provided by the Accountant and noted that the new PH Administrator will benefit greatly from the accurate reporting that is performed. The Board approved posting the financial position. • Interim Co-Administrator Navarre discussed updates to the Health Promotion Supervisor job description to include assessment duties that would be absorbed. The Board agreed.
<p style="text-align: center;">APPROVED 10/4/2011</p>	<p>Prosecutor Zempel discussed his offer to a new Deputy Prosecuting Attorney which is above the median of the DPA II range. He stated that the position is 3/10 funded and the candidate's experience warranted the proposed wage. Chairman Jewell asked Prosecutor Zempel why he did not come to the BOCC earlier rather than after the offer. Prosecutor Zempel replied that it has not been his practice; he wants to be able to negotiate based on skills and wage scales. Chairman Jewell asked if the funding was sustainable; Prosecutor Zempel replied yes. The Board discussed the intent behind authorizing the unique merit increase process specific to the Prosecutor's Office, which was to bring candidates in low until their skills could be demonstrated. This does not follow that process. The Board approved the proposed wage with</p>

	the caveat that the standard merit process will be followed rather than the exception in place for the Prosecutor's Office. Chairman Jewell indicated that he would not have approved it had it been a general fund position. Commissioner Crankovich abstained. A PAF will follow.
Project Update	HR Director Young provided a brief update on the status of the evaluation project.
Public Works – A resolution to award Cooke Canyon Road temporary bridge road repair contract.	Airport Manager Kelly Carlson presented a Resolution to award Cooke Canyon Road temporary bridge road repair contract. Commissioner O'Brien moved to approve Resolution 2011-56; Commissioner Crankovich seconded. Motion carried 3:0.
Labor Relations Update <ul style="list-style-type: none"> Local 2658 (Appraisers) <p>Anticipated executive session: <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>	The Board entered executive session at 10:50 AM to discuss matters pertaining to collective bargaining. Anticipated length: 5 minutes; Anticipated action: None. The Board exited executive session and re-entered for an additional two minutes to finish discussion. The Board exited executive session at 10:57 AM with no action taken.
Other Discussion	<ol style="list-style-type: none"> Commissioner O'Brien gave an update on the ENS project; training will be scheduled and coordinated between HR and Security. HR Director Young asked for permission to post the Deputy Fire Marshal position; Board approved. <p>Session ended at 11:10 AM.</p>
Attendees	Paul Jewell, Alan Crankovich, Obie O'Brien, Lisa Young; also present for specific topics: Linda Navarre, Amber Simon, Greg Zempel; Kelly Carlson