

**MINUTES
KITITITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM
REGULAR MEETING
HR STUDY SESSION**

TUESDAY

10:00 AM

AUGUST 23, 2011

Board members present: Paul Jewell, Alan Crankovich, Obie O'Brien

Others: Lisa Young, Greg Zempel, Robin Raap

CALL TO ORDER: 10:02 AM

PROSECUTOR BUDGET AMENDMENT: CORONER CAR REPAIRS

Prosecutor Zempel and Office Administrator Raap requested a budget amendment to have necessary repairs done to the Coroner car. The vehicle was taken in for a routine oil change and other repair needs were discovered. The vehicle is equipped with 4WD and the necessary equipment to respond to calls. They do not have funds to replace the vehicle, and repair would give the current vehicle another 1-2 years of life. The budget amendment was approved as presented.

EXECUTIVE SESSION: PERSONNEL MATTERS and ROAD UNION

The Board entered executive session at 10:07 AM to discuss the performance of a public employee, and to discuss matters related to collective bargaining (see RCW references below). Anticipated length: 1 hour; anticipated action: None. The Board exited executive session at 11:07 AM and re-entered for an additional anticipated 20 minutes. The Board exited executive session at 11:27 AM, and re-entered for an additional 5 minutes. The Board exited executive session at 11:32 AM with no action taken.

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.

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.

BENEFITS: EAP

HR Director Young expressed her desire to make the EAP (Employee Assistance Program) a mandatory benefit for those employees who waive medical. She stated that the EAP is bundled with medical, meaning our employees who waive medical also waive the EAP by

APPROVED
2/7/2012

default. She emphasized that the EAP is a valuable free and confidential counseling referral service with access to legal and financial services as well, and our personnel policies promote the use of the EAP. The cost is minimal and would be deducted from the employee's benefit contribution. Chairman Jewell stated that he did not want to make it a required benefit, but supported offering it as an option.

BACKGROUND CHECKS

HR Director Young tabled this discussion for a future meeting.

OTHER BUSINESS: PW STAFFING

HR Director Young stated that the job description for PW Construction Manager requires a WSDOT Bridge Inspector Certification. In the recent past, the Board has expressed their desire to have required training and/or certifications obtained at the expense of the candidate if they do not possess it at the time they are hired. The Board confirmed that the same would apply for this particular situation.

OTHER BUSINESS: KITTITAS COUNTY SUPPORT OF VEBA TECHNICAL FIX

HR Director Young reported that she received an email from the chair of the committee to support S. 1366/HR 2698, which would give our employees greater flexibility to designate beneficiaries for their Health Reimbursement Accounts (HRA's). She expressed her desire to support the cause, and asked if the support letters could be drafted under her signature, or if they should be signed by the Board. Chairman Jewell asked that she draft the letters for Chair signature, and bring them to the next HR Study Session for Board consideration and approval.

OTHER BUSINESS: NOXIOUS WEED STOLEN PROPERTY

HR Director Young provided a brief update on the theft of property that occurred from the Noxious Weed vehicles while they were parked in the secure yard of the Public Works shop. Some employee's personal property was stolen, as well as fuel cards and equipment belonging to the County. Noxious Weed Coordinator Davis is working with the police to track use of the fuel cards. The Risk Pool has been notified, and employees were directed to file claims for their personal property.

OTHER BUSINESS: EVALUATION PROJECT

HR Director Young let the Board know that she is still working on this.

MEETING ADJOURNED: 11:45 AM