

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM
REGULAR MEETING
HR STUDY SESSION**

TUESDAY

10:00 AM

FEBRUARY 14, 2012

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

Others: Lisa Young, Zera Lowe, Todd Davis, Deanna Panattoni, Maria Canfield, Kirk Holmes, Mandy Weed, Gene Dana, Clay Myers

CALLED TO ORDER: 10:00 AM

NOXIOUS WEED STAFFING - SEASONAL HIRES

Noxious Weed Coordinator Davis requested the ability to hire for his regular seasonal positions, which includes bringing back two extended season Inspectors and five standard season Inspectors. The Board approved, noting that Mr. Davis does not need to come back for approval each year unless something changes. PAF's were signed as presented for the two extended season employees.

CDS STAFFING - SEASONAL HIRE

Interim CDS Director Holmes and Administrative Assistant Weed were present to discuss the Seasonal Building Inspector position. Mr. Holmes reported that work is not picking up as anticipated, and recommended that the Board delay the hiring of a Seasonal Building Inspector for 30-60 days. The Board decided to delay hiring until April 1, and will re-examine the issue with the department by mid-April.

OTHER: TREASURER STAFFING

Treasurer Panattoni reported that she would soon lose an employee due to an unanticipated retirement. She would like to post and fill the position as soon as possible, allowing the new employee to start before the current one departs. The Board approved.

DD PROGRAM COORDINATOR

Commissioner Jewell provided an overview of the issue, stating that we need to provide Developmental Disability services to the community in accordance with the DSHS contract. He discussed the option of an Interlocal agreement with Yakima County to provide

APPROVED

4/17/2012

the services, but preferred to keep the 7% administrative fee local to serve more clients. He suggested an alternate possibility; that the County create a DD Program Coordinator position housed within Public Health, supervised by PH Administrator Canfield, to work approximately 30 hours per month. Administrator Canfield was supportive of the idea. Commissioner Jewell asked the Board to approve his ability to work with HR and Public Health to develop the concept while still working with the Interlocal process. The Board approved.

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.

The Board entered executive session at 10:24 AM to discuss the qualifications of a candidate for public employment. Anticipated length: 30 minutes; anticipated action: None. The Board exited executive session at 10:54 AM with no action taken.

The Board re-entered executive session at 10:54 AM to discuss the qualifications of a candidate for public employment. Anticipated length: 30 minutes; anticipated action: Direction to staff. The Board exited executive session at 11:24 AM with support to hire the candidate discussed. They granted authorization for Public Works Director Holmes to extend an offer at the salary requested based on the candidate's qualifications.

EXECUTIVE SESSION: APPRAISERS UNION

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.

The Board re-entered executive session at 11:25 AM to discuss matters pertaining to collective bargaining. Anticipated length: 25 minutes; anticipated action: Direction to staff. The Board exited executive session at 11:50 AM with direction to staff to proceed as discussed.

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.

The Board re-entered executive session at 11:50 AM to discuss

the qualifications of a candidate for public employment. Anticipated length: 2 minutes; anticipated action: Decision to hire or continue search. The Board exited executive session at 11:52 AM with the decision to hire. Candidate Jim Goeben was called into the meeting and offered the position of IS Director. He accepted. The Board asked that he and HR Director Young schedule a meeting the following week to discuss the proposed IS department structure moving forward. BOCC staff will prepare the Personnel Action Form; HR will prepare the offer letter.

ALTERNATE WORKWEEK

The Board asked HR Director Young to schedule a meeting with the Board and the Management Team for the last week in February to discuss the Alternate Workweek, and to email the draft resolution and policy to everyone in advance of the meeting.

MEETING ADJOURNED: 12:05 PM