

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

TUESDAY

10:00 AM

MARCH 13, 2012

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

Others: Lisa Young, Maria Canfield, Kirk Holmes, Zera Lowe

CALLED TO ORDER at 10:00 AM

STAFFING DISCUSSIONS

- 1) CDS - Hold for 3/27
- 2) Public Health - Public Health Administrator Canfield was present to request the ability to reclassify one of her Public Health Clerk II positions to Public Health Clerk III. The employee in that position would assist the water program through entering and tracking data in Eden. Maria explained that this would be a tremendous help to the EH Specialists and the water program. She will work with HR Director Young to develop the job description. The Board approved moving forward with reclassification.

OTHER BUSINESS: TEMPORARY EXTENSION

LDC Administrator Luvera asked the Board for a 60-day extension of the temporary employee in their department as they continue to struggle with a staffing shortage due to position vacancies and FMLA. HR Director Young indicated she had been speaking with the Union and they would grant the extension for FMLA purposes, but wanted to work on a MOU to address use of temporary hires. The Board granted the extension request. HR Director Young will work with the Union on the MOU.

OTHER BUSINESS: SEASONAL STAFFING/CDS

PW/Interim CDS Director Holmes notified the Board that permit activity remained low and he felt it best to delay hiring the seasonal Building Inspector an additional month. The Board agreed. HR Director Young will contact the employee.

EXECUTIVE SESSION: PERSONNEL MATTERS

RCW 42.30.110 (g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.

APPROVED

6/5/2012

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 10:05 AM to discuss matters pertaining to the performance of a public employee. Anticipated length: 40 minutes; anticipated action: none. The Board exited executive session at 10:45 AM and re-entered for an anticipated two minutes. The Board exited executive session at 10:47 AM with no action taken.

EXECUTIVE SESSION: UNION NEGOTIATION UPDATE

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 10:47 AM to discuss matters pertaining to collective bargaining. Anticipated length: 10 minutes; anticipated action: Direction to staff. The Board exited executive session at 10:57 AM with direction to staff to proceed as discussed.

PROJECT UPDATE

HR Director Young asked the Board if they were still interested in having HR close off their conference area with a wall and door to reduce reliance on the BOCC's conference room. She said the estimate provided by Maintenance was \$500. Chairman Crankovich said he had not noticed any scheduling issues lately. HR Director Young stated that they have been using the Sheriff's conference room for oral boards, which take all day. The Board said to not pursue the project at this time.

MEETING ADJOURNED at 11:02 AM