

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

TUESDAY

10:00 AM

AUGUST 13, 2013

Board members present: Obie O'Brien, Paul Jewell, Gary Berndt

Others: Lisa Young, Michael Nigrey, Judge Scott Sparks, Kirk Holmes, Kathy Jurgens, Robin Read, Patti Johnson

REGULAR MEETING

COMMISSIONERS

Called to Order at 10:04 AM

Staffing Discussion:

SUPERIOR COURT: Judge Sparks presented a request to hire a second administrative position. He stated that the position could be funded from the trial courts in 2013, but it would be general fund for 2014 and beyond. He went on to say that the request is overdue; the current Court Administrator may retire in the not too distant future, and when she is gone there is no one to do the work. He provided a brief history of court staffing, concluding with the fact that work generated by the addition of a second Judge is still being handled by one administrator. The Board did not approve the request at this time, indicating that it could be considered during the budget process and suggested that Judge Sparks look into three-tenths funding. Judge Sparks did not think that funding source would work, and he did not want to risk the funding going away in seven years. Commissioner Jewell felt there was no reason it would not work, and the Board asked Judge Sparks to meet with the Three-Tenths Committee and keep them updated.

PUBLIC WORKS: Public Works Director Holmes and Finance Manager Jurgens presented a request to restructure their office staff and fill a vacancy. They previously had a blended position which was Airport Manager and Administrative Assistant II. That position is now vacant and they feel it would better serve the department if they hired an Administrative Assistant II, and had Director Holmes assume management of the Airport. If the Admin position was filled internally Director Holmes would post for the Receptionist position. The Board approved, 3:0, the request to post internally for Administrative Assistant, and to also

APPROVED
2-4-2014

post for Receptionist should the need arise.

PUBLIC HEALTH: Interim Administrator Read requested the ability to post for Assessment Coordinator. She would like to post internally, as she believes she may have an employee who would be interested in the position. The Board approved, 3:0.

Compensation & Benefits:

The Board entered executive session at 10:45 AM to discuss the performance of a public employee. Anticipated length: 30 minutes; anticipated direction: None. The Board exited executive session at 11:15 AM and continued the meeting to 3:00 PM, as Commissioner Jewell had another meeting to attend.

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 meeting reconvened at 3:00 PM in open session. Solid Waste Director Johnson was present for the discussion. HR Director Young provided an overview of the compensation review for Solid Waste exempt employees. She suggested two options for the Board to consider, both which would tie these positions to others within the County. Commissioner Jewell moved to implement one of the options discussed, Commissioner Berndt seconded. The motion carried, 3:0.

Professional Development Plan:

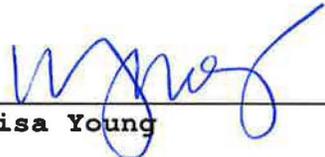
HR Director Young asked to table this discussion for a special meeting at a later date.

Other:

Commissioner Jewell stated that there were a couple of items to discuss at the next HR Study Session. The end of the trial period for the Public Health Administrator was approaching and the Board would need to make a decision. In preparation he will work on a performance evaluation. He also noted that there were several leadership positions that were held back due to budget constraints. He felt these should be discussed during the budget process and should be given priority over filling vacant positions. HR Director Young will add these to her next study

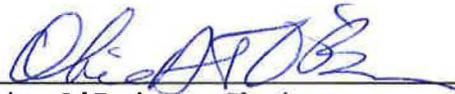
session.

Meeting adjourned at 3:30 PM



Lisa Young

**KITTITAS COUNTY
COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Obie O'Brien, Chairman