

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
COMMISSIONERS CONFERENCE ROOM
REGULAR MEETING**

MONDAY

9:50 A.M.

MARCH 3, 2014

Board members present: Chairman Paul Jewell; Vice-Chairman Gary Berndt; & Commissioner Obie O'Brien.

Others: Mandy Buchholz, Deputy Clerk of the Board; Lisa Young, HR Director; Tip Hudson, Extension Agent.

REGULAR MEETING

DEPARTMENT HEAD

HR

Lisa Young, HR Director explained that she had previously spoken with the Board regarding on-call employees at her last study session. She explained how after that discussion she was given direction to follow up with sending notification to WSU Extension Office that their on-call employee would need to be "termed" as was originally stated to take place at the end of 2013. She stated that upon receipt of that notice Tip Hudson contacted her to find out if there could be further discussion. Tip Hudson stated that he would like to see if they could keep the on-call employee. He stated that the original plan was that the new Bookkeeper at the Fairgrounds would take on the duties that were being done by the on-call employee. He stated that the former Bookkeeper handled the billing for the Extension office and Noxious Weed as well as the Fair/Maintenance billing duties. Tip explained that the Bookkeeper has indicated there is no way she has time to handle the billing for Noxious Weed or the Extension at this time. He stated that they have budgeted for the on-call employee and she has indicated that she is willing to continue to fill in as needed.

Lisa Young, HR Director presented the Board with a PAF that would place the on-call employee under the Extension office and no longer under the Fair. She stated that the PAF will extend the ability for WSU Extension and Noxious Weed to utilize the employee on an on-call basis. This will be re-evaluated once all departments have moved into the Armory.

The Board approved the PAF presented.

Meeting adjourned at 10:00 a.m.

**KITITAS COUNTY COMMISSIONERS
DEPUTY CLERK OF THE BOARD**

KITITAS COUNTY, WASHINGTON

APPROVED
3/18/2014


Mandy Buchholz


Paul Jewell, Chairman