

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

**TUESDAY**

**10:00 AM**

**APRIL 8, 2014**

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

**Others: Lisa Young, Jim Goeben, Andrew Drain, Michael Nigrey**

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**REGULAR MEETING**

**COMMISSIONERS**

Called to Order at 10:03 AM

**Rental Contract/KVEC**

HR Director Young presented a contract for BOCC approval to reserve tents for the Kittitas County Fair. The vendor is ABC Special Event Rentals. In the absence of a KVEC Director the Board had previously decided that they would be the ones to authorize all expense contracts. Commissioner Berndt moved to approve the contract; Commissioner O'Brien seconded. Motion carried 3:0. Chairman Jewell signed the contract on behalf of the BOCC.

**Professional Services Agreement with RCE**

HR Director Young presented a contract for Board signature to remove compost from the rodeo arena and track. The Agreement is with Reecer Creek Excavation. DPA Nigrey and Director Young had reviewed the document for form and insurance requirements. Commissioner O'Brien has been the project lead and will obtain the Contractor's signature and insurance documents. Commissioner Berndt moved to approve the Agreement; Commissioner O'Brien seconded. Motion carried 3:0. The Board signed the Agreement as presented.

**Staffing Discussion**

HR Director Young indicated that Public Works Director Holmes was invited to discuss the CADD/Engineer Technician position that he introduced at the last HR Study Session; however, he was unavailable. She provided the draft job description, but the Board had financial questions she could not answer. She will

**APPROVED**  
**5-6-14**

put this on her next Study Session and invite Director Holmes.

**PDP (Professional Development Plan)**

HR Director Young provided a status update of the PDP, indicating that HR had been using the test version. She said they are still working through some bugs, but it is available for others to test as well. She sent an invite to the Management Team and has two departments prepared to test; she just needs to finish transferring all the job descriptions into a new format so they are available in the PDP. She invited IT Director Goeben and Application Developer Drain to provide a run-through of the PDP if the Board wanted to see it. Developer Drain provided a brief demonstration, focusing on the position standards, which is a new feature since the last demo. The Board was satisfied with what they saw and asked Director Young to provide the test link so they could test it as well.

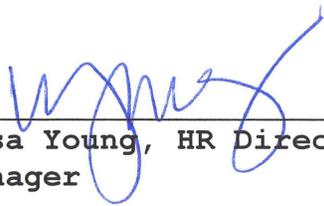
**Other Business**

HR Director Young asked for an executive session to discuss the performance of a public employee. The Board entered executive session at 10:32 AM. Anticipated length: 30 minutes. Anticipated action: None. The Board exited executive session at 11:02 AM, but re-entered for an additional five minutes. At 11:07 AM the Board exited executive session 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.*

Meeting adjourned at 11:07 AM

**KITTITAS COUNTY  
COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



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Lisa Young, HR Director/Risk  
Manager



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Paul Jewell, Chairman