COMMISSIONERS' MINUTES
KITTITAS COUNTY, WASHINGTON
COMMISSIONERS CONFERENCE ROOM
REGULAR MEETING

MONDAY **9:40 A.M.** **NOVEMBER 3, 2014**

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

Others: Mandy Buchholz, Deputy Clerk of the Board and Lisa Young, HR Director.

REGULAR MEETING **DEPARTMENT HEAD** **HUMAN RESOURCES**

Lisa Young, HR Director requested direction from the Board on County Office Closures for the Christmas Eve 12/24/2014, and the day after Christmas 12/26/14. She stated that in years past the BoCC has allowed at Department Head (DH) and Elected Official's (EO) discretion to close their departments and office for a full day on Christmas Eve. She stated that this year Christmas Eve falls on a Wednesday so the County would be closed for a ½ day and she was requesting the Boards direction on if employees could use vacation or comp-time for the other portion of the day noting that the DH or EO would have to approve the closure. She stated once she has direction she will send out notice and ask that DH's and EO's get back to her on whether or not they will be closed and she will do one notice to the Daily Record. She stated that in years past the only exception has been for court related departments and they are usually ran on a "skeleton crew".

The Board authorized at DH and EO discretion to close their departments for a full day on 12/24/2014, noting that the County offers a half day closure and the other half of the day would need to be vacation or comp-time.

She asked the Board if they would allow the County Departments to close for 12/26/14 being that it falls on a Friday and the County typically is pretty lean with employees the day after Christmas anyway. The Board stated that they would not support the request. They said they cannot be closed for three days in a row. They stated that they understand that staffing may be lean, but that there needs to be employees here to help the public.

Meeting adjourned at 9:50 a.m.

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON

DEPUTY CLERK OF THE BOARD

APPROVED
11-18-14

Mandy Buchholz

Paul Jewell, Chairman