

**COMMISSIONERS' MINUTES
KITTITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM via WEBEX
REGULAR MEETING
HR STUDY SESSION**

TUESDAY

10:00 AM

7/14/2020

Board members present: Brett Wachsmith, Laura Osiadacz, Cory Wright

Others: Amy Cziske, Lisa Murray, Jim Goeben, Christopher Horner, Julie Kjorsvik, Taylor Crouch, Lisa Young, Jeanne Killgore

CALL TO ORDER

The meeting was called to order at 10:00 AM.

DISCUSSION/DECISION – TREASURER STAFFING - RECLASSIFICATION

HR Director Young presented a request from the Treasurer to reclassify one of her Fiscal Tech II's to a Collections Deputy. Treasurer Cziske explained that laws and RCWs surrounding Collections are ever-changing, and it has become increasingly important to have a staff member dedicated to staying up to speed on those changes and managing collections. Treasurer Cziske also advised the Board that this change would not impact the general fund, as funding would come from the 122 Fund. Commissioner Wachsmith commented that he had no questions or concerns about the proposed reclassification. Commissioners Osiadacz and Wright expressed approval as well. HR Director Young explained that she has already notified the union and will draft an MOU to bring back to the Board to ratify their approval.

DISCUSSION/DECISION – IT 1) SPECIAL WAGE ADJUSTMENT; 2) REQUEST AUTHORIZATION TO PROCEED WITH FIBER OPTION CONNECTIONS

IT Director Goeben requested a special wage adjustment for one of his Service Desk Specialists. He explained that this Service Desk Specialist has been with the County for five years but is only at 10% above the minimum wage for the position. Director Goeben further explained that both of his Service Desk Specialists applied for the Law Enforcement Technologist position with the Sheriff's Office. The LE Technologist and Service Desk Specialist positions perform similar duties, but the Technologist wage scale is higher than the Service Desk Specialist. Director Goeben requested a special adjustment to move his Service Desk Specialist up to the minimum wage of the LE Technologist wage scale. Commissioner Wachsmith asked to see a worksheet to illustrate the financial impact of this adjustment and asked why the disparity in wages was not addressed in the wage study. Director Young explained that the LE Technologist is a union position and while the same comp data was used, the pay is structured differently than non-union positions. She also mentioned that if the Board would like to review the wage range of the Service Desk Specialist as compared to the LE Technologist, they may also want to review the technology position in the Prosecutor's Office. Director Young will work with Director Goeben to develop a cost analysis worksheet to bring back to the Board for review.

APPROVED
8/18/2020

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Director Goeben also requested approval to use the 3% departments were asked to submit as cuts to pay for a fiber optic connection to splice in fiber access points along county provisioned Zayo fiber, including Fire Station 9 for a county EOC. Commissioner Wachsmith responded that the Board's request that departments submit 3% expense reductions was just a budget exercise, and that no direction was given to actually cut budgets by 3%. Commissioner Osiadacz confirmed that was her understanding as well. Director Goeben will move forward with the fiber optic connection.

DISCUSSION/DECISION – SALARY COMMITTEE – EXPIRING TERMS

Director Young advised the Board that three Elected Official Salary Committee member terms are expiring soon and requested direction on whether or not the Board wished to continue an active Salary Committee, or deactivate it and reimplement the committee when there is a need in the future. Commissioner Wachsmith commented that he is in favor of reactivating the committee when there is a future need. Commissioner Osiadacz agreed. Director Young will update BOCC Staff on the decision.

RISK MANAGEMENT UPDATE – 1) UPCOMING CHANGES TO COVERAGE; 2) 2020-2021 RATE ESTIMATES

Director Young summarized that due to COVID-19, nationwide changes to insurance coverage are taking place which will include some exclusions related to COVID-type illnesses. She advised that the County has no control over these changes as they are dictated by the insurance companies that provide our reinsurance and excess insurance. The new exclusion will include communicable disease as well as other viral, bacterial, or microorganism-related illnesses. In addition to things like COVID-19, this may include claims related to food- and water-borne illnesses; however, the Risk Pool will likely be implementing a layer of self-insurance to cover up to \$1M per occurrence/\$2M aggregate for such claims in the 2020-2021 Memorandum of Liability Coverage. She stated that she did not anticipate a significant risk as we've not had related claims in the past, but it would be a good opportunity to have Public Health review their policies and procedures. She will keep the Board updated as she learns more.

Director Young also advised that the anticipated estimate for premium increases are 3% for liability coverage and 18% for property insurance, noting that the property insurance increase consists of approximately 12% in premium cost and a 6% increase in Total Insured Value. She stated that the initial estimate for the property program was closer to 30%, and that property rates have been increasing nationwide due to the increase losses due to catastrophic events like hurricanes and wildfires, and not necessarily tied to local events/losses. The Brokers are still working with the insurers so the numbers aren't final yet, but she will keep the Board updated.

OTHER BUSINESS

Commissioner Wachsmith questioned the impact that fall school closures might have on employees and whether the Board should address this issue. Director Young reminded the Board that she conducted a survey in March to determine the number of employees who may be affected by school and daycare closures. She offered to conduct a follow up survey to capture any updated information and impacts to

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staff. Commissioner Osiadacz expressed support in getting updated information and formulating a plan. Director Young will draft a survey and send it to Commissioner Wachsmith for review.

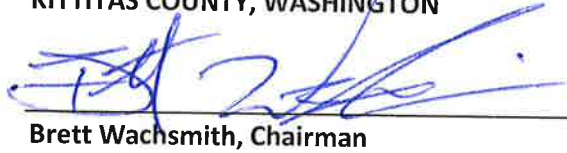
ADJOURN

The meeting was adjourned at 10:30 AM.



Lisa Young, HR Director

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Brett Wachsmith, Chairman