

**COMMISSIONERS' MINUTES
KITTITAS COUNTY, WASHINGTON
WEBEX
REGULAR MEETING
HR STUDY SESSION**

TUESDAY

10:00 AM

9/08/2020

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

Others: Sarah Keith, Lisa Young, Jeanne Killgore

CALL TO ORDER

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

DISCUSSION/DECISION – SUPERIOR COURT REQUEST FOR COURT COMMISSIONER STIPEND

HR Director Young presented a request from Superior Court to provide the Superior Court Administrator with a stipend to serve as Court Commissioner in the amount of \$500 per month. Court Administrator Keith stated that the Superior Court Judge appointed her to Court Commissioner on 6/19/2020 and the \$500 stipend would reflect those additional duties. The Court has historically provided stipends to employees who perform additional duties. Administrator Keith also commented that for the remainder of 2020, funding for the stipend will come from jury savings. Moving forward in 2021 Superior Court will include stipend funding in their annual budget. The Board approved the stipend.

DISCUSSION/DECISION – PIO RECRUITMENT

Commissioner Wachsmith stated that the Board is ready to revisit recruitment for the Public Information Officer position that was put on hold during the first months of COVID-19. Director Young reached out to the top two candidates the previous Friday to inquire about their continued interest in the position. She asked the Board how they would like to proceed if the top two candidates don't respond or are no longer interested in the position, and if the Board would like HR to continue to be involved in the interview process. Commissioner Wachsmith commented that he would like HR to continue to be included in the interview process. Commissioner Wright expressed interest in hearing back from the top two candidates. He also requested that the position job title be modified to reflect more of the outward-facing communication efforts and strategic responsibilities. Director Young will email the Board the job description for review and suggested edits. The Board agreed to review the job description and make a decision on whether to move forward with the previous top two candidates or repost the position at their next Monday morning meeting.

PENDING HR PROJECTS

Director Young advised the Board that at her next study session she will present a request from AFSME to move the financial and clerical positions within Public Works from the Courthouse Union to the Road Union. Commissioner Wachsmith inquired about the reasoning for the request. Director Young believes

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it is in part due to physical proximity of the employees – they work more closely with the Road Union members. Commissioner Wright expressed interest in getting more information about the pros and cons of moving the PW support staff to the Road Union. Director Young will invite Public Works Director Cook to her next study session.

Director Young also let the Board know that at her next study session she will be requesting an indefinite moratorium regarding open negotiations. Based on her discussions with Legal and the upcoming Appraisers Union negotiations, it may be the optimal course of action moving forward.

Director Young concluded her HR projects update by mentioning that she will bring a draft policy regarding vacation extensions due to the travel limitations created by COVID-19 to the next study session.

OTHER BUSINESS

None.

ADJOURN

The meeting was adjourned at 10:15 AM.



Lisa Young, HR Director

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Brett Wachsmith, Chairman