

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

TUESDAY

10:00 AM

10/13/2020

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

Others: Amy Cziske, Tristen Lamb, Judy Pless, Christopher Horner, Julie Kjorsvik, Taylor Crouch, Lisa Young, Jeanne Killgore, member of the public

CALL TO ORDER

The meeting was called to order at 10:01 AM.

REQUEST TO APPROVE A RESOLUTION RATIFYING THE PARTIAL CLOSURE OF THE KITTITAS COUNTY PUBLIC HEALTH DEPARTMENT ON SEPTEMBER 14 AND 15, 2020

Public Health Director Lamb summarized that the Public Health Department partially closed on 9/14/2020 and 9/15/2020 due to poor air quality in the Morris Sorenson building. Director Lamb is working with Maintenance Director Johnson to develop future mitigation plans. Commissioner Osiadacz moved to approve Resolution 2020-162 to ratify the partial closure of Public Health on 9/14/2020 and 9/15/2020. Commissioner Wright seconded the motion. Motion was approved; 3:0.

REQUEST TO APPROVE A RESOLUTION AUTHORIZING THE CLOSURE OF THE KITTITAS COUNTY PUBLIC HEALTH DEPARTMENT ON OCTOBER 26, 2020

Public Health Director Lamb requested approval to close the Public Health Department on 10/26/2020 so that staff can attend a crisis and workplace resiliency training. She explained that the department typically closes for two days each year for an all-staff retreat and a records archiving day. However, due to COVID-19 and the need for staff resiliency training those annual closures have been canceled. Commissioner Osiadacz moved to approve Resolution 2020-163 to close the Public Health Department on 10/26/2020 for staff training. Commissioner Wright seconded the motion. Motion was approved; 3:0.

REQUEST TO APPROVE OPTIONAL FULL-DAY CLOSURE ON DECEMBER 24, 2020

HR Director Young reminded the Board that Christmas Eve falls on a weekday and that County offices will close at noon. She asked if the Board would like to carry on the tradition of allowing departments to close for the full day at the discretion of the Department Head/Elected Official. Commissioner Osiadacz moved to approve the optional full-day closure on 12/24/2020. Commissioner Wright seconded the motion. Motion was approved; 3:0. Director Young will communicate this to management and will facilitate a press release to notify the public which offices will be closed for a half or a full day on 12/24/2020.

APPROVED
12/7/21

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REQUEST TO APPROVE A RESOLUTION AUTHORIZING TEMPORARY AMENDMENTS TO THE KITTITAS COUNTY PERSONNEL POLICY DUE TO COVID-19 – VACATION CARRY-OVER

Director Young requested temporary amendments to Personnel Policy 7.2 – Vacation Benefits. She reminded the Board that this was discussed at the 6/23/2020 HR Study Session. Director Young summarized that the policy amendments would temporarily allow staff with over 240 hours of vacation leave to carry over their extra hours into 2021 rather than forfeit them. The temporary amendment would not affect the separation cash-out cap of 240 hours if an employee were to leave the County, and the temporary amendments would expire at the end of 2021. Commissioner Osiadacz moved to approve Resolution 2020-164 to authorize temporary amendments to Personnel Policy 7.2 – Vacation Benefits due to COVID-19. Commissioner Wright seconded the motion. Motion was approved; 3:0.

REQUEST APPROVAL TO IMPLEMENT A FINANCIAL WELLNESS PROGRAM

Director Young explained to the Board that she has been wanting to implement a financial wellness program for several years and would like to roll out two programs in 2021: SmartDollar and Enrich. SmartDollar is a program developed by Dave Ramsey and includes steps and action items for employees to move through. The cost of the program would be approximately \$11,000. Enrich, a program developed by Mutual of Omaha, provides employees with a variety of financial resources. The Enrich program costs approximately \$4,660. Director Young explained that each program offers a unique set of resources to help employees improve their financial wellness. She requested to implement both programs in 2021, then review analytics and employee usage for each program to determine which program to continue using in 2022 and beyond. Director Young also noted that the wellness fund can cover both programs. The Board approved the implementation of SmartDollar and Enrich in 2021.

EXECUTIVE SESSION – PERFORMANCE OF A PUBLIC EMPLOYEE RCW 42.30.110 (1)(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.

The Board entered executive session at 10:22 AM to discuss the performance of a public employee with an anticipated length of five minutes. Anticipated action: none. The Board exited executive session at 10:27 AM. No action taken.

REQUEST TO APPROVE A SPECIAL WAGE ADJUSTMENT - TREASURER

Treasurer Cziske requested Board approval for a special wage adjustment for her Administrative Supervisor to the midpoint of the wage range. She indicated that she had some savings in her budget

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from other staffing changes and this adjustment would place her Administrative Supervisor more closely to where she would be based on years of service. The Board approved the special wage adjustment.

EXECUTIVE SESSION – POTENTIAL LITIGATION RCW 42.30.110(1)(i) TO DISCUSS WITH LEGAL COUNSEL REPRESENTING THE AGENCY MATTERS RELATING TO AGENCY ENFORCEMENT ACTIONS, OR TO DISCUSS WITH LEGAL COUNSEL REPRESENTING THE AGENCY LITIGATION OR POTENTIAL LITIGATION TO WHICH THE AGENCY, THE GOVERNING BODY, OR A MEMBER ACTING IN AN OFFICIAL CAPACITY IS, OR IS LIKELY TO BECOME, A PARTY, WHEN PUBLIC KNOWLEDGE REGARDING THE DISCUSSION IS LIKELY TO RESULT IN AN ADVERSE LEGAL OR FINANCIAL CONSEQUENCE TO THE AGENCY

The Board entered executive session at 10:31 AM to discuss potential litigation with an anticipated length of five minutes. Anticipated action: none. The Board exited executive session at 10:36 AM. No action taken.

REQUEST TO APPROVE A RESOLUTION GRANTING AN INDEFINITE MORATORIUM ON COUNTY CODE CHAPTER 2.82 OPEN AND TRANSPARENT COLLECTIVE BARGAINING

Director Young acknowledged the Board's interest in open and transparent collective bargaining, but due to ongoing legal disputes in other agencies regarding open union negotiations she requested the approval of a resolution to implement an indefinite moratorium on County Code Chapter 2.82 Open and Transparent Collective Bargaining. Commissioner Osiadacz moved to approve Resolution 2020-165 to grant an indefinite moratorium on County Code Chapter 2.82. Commissioner Wright seconded the motion. Commissioner Osiadacz commented that she is in full support of open negotiations and will follow the issue closely. Commissioners Wachsmith and Wright expressed their agreement of Commissioner Osiadacz's comment. Motion was approved; 3:0.

OTHER BUSINESS

None.

ADJOURN

The meeting was adjourned at 10:41.



Lisa Young, HR Director

KITTITAS COUNTY COMMISSIONERS
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Brett Wachsmith, Chairman