

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
BOCC CONFERENCE ROOM
REGULAR MEETING
HR STUDY SESSION**

TUESDAY

10:00 AM

4/12/2022

Board members present: Cory Wright, Brett Wachsmith

Others: Kady Porterfield, Jeremiah Cromie, Christopher Horner, Kristine Foreman, Jeanne Killgore, one member of the public

CALL TO ORDER

The meeting was called to order at 10:08 AM.

RESOLUTION UPDATING KITITAS COUNTY DESIGNATIONS/APPOINTMENTS TO THE WASHINGTON COUNTIES RISK POOL

HR Director Foreman presented a resolution to update appointments to the Washington Counties Risk Pool. Deputy Prosecutor Horner explained that the update would change the alternate Risk Manager to Prosecutor Zempel and/or his designee. Commissioner Wachsmith moved to approve Resolution 2022-089 to update appointments to the Washington Counties Risk Pool. Commissioner Wright seconded the motion. Motion was approved; 2:0.

RECRUITING UPDATE

Director Foreman summarized that she posted the current Deputy Prosecutor vacancy on several national recruiting sites, but she needs to speak with Prosecutor Zempel about a budget for paid advertising. Deputy Prosecutor Horner commented that some agencies maintain strong relationships with law schools and provide internships and entry-level positions to recent graduates. Director Foreman will look into advertising on the State Bar Association website and will follow up with the Prosecutor's Office to develop an advertising budget.

Director Foreman advised the Board that interviews were completed for the vacant Deputy Fire Marshal position. The CDS Department is in the debriefing and reference gathering process. She added that she will be attending the CWU career fair later in the week and will advertise current vacancies at the job fair.

LABOR RELATIONS UPDATE

Director Foreman presented an MOU with Local 760 (Corrections Non-Uniformed) to amend language regarding block leave scheduling. Commissioner Wachsmith moved to approve the MOU with Local 760. Commissioner Wright seconded the motion. Motion was approved; 2:0.

APPROVED

6-7-2022

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RESOLUTION ADOPTING REVISED PERSONNEL POLICIES 3.6 AND 4.1

This agenda item was tabled until the next study session.

REQUEST TO ADD ADDITIONAL HEADCOUNT FOR EVENT CENTER

Kittitas Valley Event Center Director Porterfield requested to hire a third Seasonal Event Aide in addition to the two that were approved in her 2022 budget. She explained that she interviewed three qualified candidates for the position, but two of them cannot begin until the middle of the summer season. With the shortened season for two of the candidates, she could hire all three applicants with a budget savings. She also noted that additional staff during the busiest months (July – September) would reduce the need for overtime pay. The Board expressed approval and provided direction to move forward with hiring a third Seasonal Event Aide. They also provided Director Porterfield authority to make changes to temporary and seasonal staffing structures if/when there would be no negative budget impact.

UPDATE ON L&I WAGE CLAIM

Director Foreman briefly summarized that she received a wage claim from a previous employee, and she is working through the issue.


OTHER BUSINESS

None.

ADJOURN

The meeting was adjourned at 10:32 AM.

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Laura Osładacz, Chairman



Kristine Foreman, HR Director