

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

TUESDAY

10:00 AM

11/08/2022

**BOARD MEMBERS PRESENT: LAURA OSIADACZ, CORY WRIGHT, BRETT WACHSMITH**

OTHERS PRESENT: PATTI STACEY, CHRISTOPHER WHITSETT, BRIAN CARLSON, ELISHIA HARVILL, JEANNE KILLGORE

**CALL TO ORDER**

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

**CITIZEN COMMENTS (ONE MIN. TIME LIMIT)**

None.

**REQUEST TO APPROVE MOU BETWEEN KITTITAS COUNTY AND LOCAL 792CH (COURTHOUSE) TO RECOGNIZE AND CLASSIFY LIMITED PART-TIME SCALE HOUSE ATTENDANT**

HR Director Killgore presented the Board with an MOU to recognize and classify a new position, limited part-time Scale House Attendant, within Local 792CH. She explained that this was discussed at the last HR Study Session. Commissioner Wright moved to approve an MOU between Kittitas County and Local 792CH to recognize and classify the limited part-time Scale House Attendant position. Commissioner Wachsmith seconded the motion. Motion was approved; 3:0.

**REQUEST TO APPROVE RESOLUTION FOR PROSECUTOR'S OFFICE CLOSURES**

Chief Administrator Harvill requested approval to close the Prosecutor's Office for several hours next week while staff attend training for their new case management system. Commissioner Wachsmith moved to approve Resolution 2022-204 to close the Prosecutor's Office for staff training. Commissioner Wright seconded the motion. Motion was approved; 3:0.

**DISCUSSION/DECISION – FIRE MARSHAL WAGES**

Director Killgore advised the Board that during the transfer of the Fire Marshal division to the Sheriff's Office, the wages for Fire Marshal and Deputy Fire Marshal were reviewed. She requested a 10% increase to the Fire Marshal wage range and a 7% increase to the Deputy Fire Marshal wage range. She explained that these increases would bring the wage more in line with external comps while also maintaining internal equity. The Board provided direction to implement the wage range adjustments.

**CLOSED SESSION – COLLECTIVE BARGAINING**

*Pursuant to RCW 42.330.140(4)(b), the OPMA does not apply to that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.*

The Board entered a closed session at 10:10 AM to discuss collective bargaining. No action was taken.

APPROVED

12.6.22

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**DISCUSSION/DECISION – 2023 NON-UNION WAGES**

Director Killgore inquired about wage increases for non-union staff in January. She explained that due to the late start of the wage survey, the project won't be completed until mid-year 2023. The Board discussed different options for wage increases in January while the wage survey is being conducted. Director Killgore and Budget & Finance Director Carlson will draft an option and bring to the Board for review and approval.

The Board also discussed longevity pay for non-union employees. Director Killgore will work with Director Carlson to draft a structure and policy for Board review and approval.

**DISCUSSION/DECISION – IDENTIFY DESIGNEE WHEN DEPARTMENT HEAD/ELECTED OFFICIAL IS NOT AVAILABLE**

The Board discussed a desire for Department Heads to identify a designee if they are unavailable. Director Killgore will reach out to Department Heads to gather that information and bring it back for Board review.

**OTHER BUSINESS**

None.

**CONCLUDED**

The meeting was concluded at 10:55 AM.

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON



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JEANNE KILLGORE, HR DIRECTOR



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LAURA OSIADACZ, CHAIR