

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

TUESDAY

10:00 AM

11/22/2022

Board Members Present: Laura Osiadacz, Cory Wright, Brett Wachsmith

Others Present: Dan Carlson, Sarah Keith, Brian Carlson, Christopher Horner, Jeanne Killgore

CALL TO ORDER

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

CITIZEN COMMENTS (ONE MIN. TIME LIMIT)

None.

EXECUTIVE SESSION – TWO DISCUSSION ITEMS UNDER RCW 42.30.110(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 10:00 AM to discuss the qualifications of an applicant for public employment for five minutes. Anticipated action; direction staff. At 10:05 AM the Board exited executive session and directed staff to move forward with hiring the Public Defense Director.

At 10:10 AM the Board entered executive session again to discuss the qualifications of an applicant for public employment for 10 minutes. Anticipated action; direction to staff. The Board exited executive session at 10:20 AM and directed staff to move forward with hiring the IT Director.

CLOSED SESSION – COLLECTIVE BARGAINING – 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 closed session at 10:21 AM to discuss collective bargaining. No action taken.

REQUEST SPECIAL WAGE ADJUSTMENT FOR UDC JUDICIAL ADMINISTRATOR

HR Director Killgore presented a request from the Upper District Court judge to provide a 2% salary increase to the Upper District Court Judicial Administrator based on exemplary performance. The Board approved the request.

APPROVED

12.20.22

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DISCUSSION/DECISION – CDS STAFFING

CDS Director Carlson summarized that he has not received any applicants for the vacant Planning Official position after having it advertised since August. He requested authorization to utilize the recruitment firm Prothman for sourcing and screening services. The Board directed Director Carlson to move forward with Prothman. He will work with HR to establish a contract with Prothman.

Director Carlson also requested approval to fill the vacant Long-Range Planner position with an entry-level Planner. He summarized that long-range planners are difficult to come by right now so he would like to hire a Planner and train them to take on long-range planning duties. The Board approved moving forward with hiring an entry-level Planner.

DISCUSSION/DECISION – 2023 WAGES FOR NON-UNION STAFF

The Board discussed 2023 wage increases for non-union staff. They determined that regular non-union employees will receive a 4% wage increase effective 1/1/2023. HR will work with the Auditor's Office to calculate the wage increases.

DISCUSSION/DECISION – IDENTIFY DESIGNEE WHEN DEPARTMENT HEAD/ELECTED OFFICIAL IS UNAVAILABLE

Director Killgore presented a report with each Department Head's designee. No action taken.

OTHER BUSINESS

None.

CONCLUDED

The meeting was concluded at 10:57 AM.

KITITAS COUNTY COMMISSIONERS
KITITAS COUNTY, WASHINGTON



Jeanne Killgore, HR Director



Laura Osiadacz, Chair