

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

TUESDAY

10:00 AM

6/27/2023

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

Others Present: Neil Caulkins, Miranda Paul, Christopher Horner, Jeanne Killgore

**CALL TO ORDER**

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

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

None.

**REQUEST TO APPROVE MOU BETWEEN KITTITAS COUNTY AND LOCAL 792CH (COURTHOUSE) TO UPDATE BILINGUAL PAY LANGUAGE**

HR Director Killgore presented an MOU to update language regarding bilingual pay in the Courthouse union contract. She explained that the scoring language in the contract must be updated to match the scoring criteria of the company used for language testing. Commissioner Wachsmith moved to approve an MOU between Kittitas County and Local 792CH to update bilingual pay language. Commissioner Osiadacz seconded the motion. Motion was passed; 3:0.

**REQUEST MOU BETWEEN KITTITAS COUNTY AND LOCAL 760 (CORRECTIONS NON-UNIFORMED) TO CORRECT CLERICAL VACATION ACCRUAL TABLE**

Director Killgore presented an MOU to update the vacation accrual table in the Corrections Non-Uniformed union contract. She explained that the accrual table does not currently reflect that employees begin earning vacation leave as soon as they are hired. Commissioner Wachsmith moved to approve an MOU between Kittitas County and Local 760 to update the vacation accrual table for clerical staff. Commissioner Osiadacz seconded the motion. Motion was passed; 3:0.

**DISCUSSION/DECISION – PROSECUTOR’S OFFICE STAFFING**

Chief Civil Deputy Caulkins requested a special wage adjustment for one of the Prosecutor’s Office Legal Assistants. He explained that she has taken over the duties of Records Officer within the department, and has been responsible for training new staff. The Board approved the special wage adjustment and a PAF was signed to implement the personnel action.

**DISCUSSION/DECISION – MAINTENANCE/SOLID WASTE DIRECTOR WAGE**

HR Director Killgore summarized that Solid Waste Director Stacey has been receiving a stipend to perform the role of Maintenance Director as well as a variety of project manager duties. As there is no intention of removing these duties from Director Stacey’s essential functions, the Board discussed and approved modifying Director Stacey’s job title to Facilities Director and incorporate the stipend into her base wage.

APPROVED  
7-5-23

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**OTHER BUSINESS**

The Board discussed the Elected Official Compensation Committee and recommended that this subject be discussed in more detail at the next HR Study Session.

**CONCLUDED**

The meeting was concluded at 10:10 AM.

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON



Jeanne Killgore, HR Director



Cory Wright, Chair