



King County

1200 King County
Courthouse
516 Third Avenue
Seattle, WA 98104

Meeting Minutes Employment and Administration Committee

*Councilmembers: Claudia Balducci, Chair;
Joe McDermott, Vice-Chair;
Reagan Dunn, Jeanne Kohl-Welles, Kathy Lambert,
Joe McDermott, Dave Upthegrove, Pete von Reichbauer,
Girmay Zahilay*

*Staff: Carolyn Busch, Chief of Staff (206-477-2194)
Melani Pedroza: Committee Clerk (206-477-1025)*

1:30 PM

Tuesday, January 21, 2020

Room 1001

Pursuant to K.C.C. 1.24.035 A. and F., this meeting is also noticed as a meeting of the Metropolitan King County Council, whose agenda is limited to the committee business. In this meeting only the rules and procedures applicable to committees apply and not those applicable to full council meetings.

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1. **Call to Order**

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The meeting was called to order at 2:01 p.m.

2. **Roll Call**

Present: 9 - Ms. Balducci, Mr. Dembowski, Mr. Dunn, Ms. Kohl-Welles, Ms. Lambert, Mr. McDermott, Mr. von Reichbauer, Mr. Upthegrove and Mr. Zahilay

3. **Approval of Minutes of December 2, 2019**

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Councilmember Dembowski moved to approve the minutes of the December 2, 2019, meeting as presented. Seeing no objection, the Chair so ordered.

4. **Executive Session, Pursuant to Revised Code of Washington (RCW) 42.30.110: To discuss with legal counsel litigation or potential litigation to which the county 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 county and to review the performance of a public employee.**

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The Chair recessed the meeting into Executive Session under RCW 42.30.110 to discuss with legal counsel litigation or potential litigation to which the county 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 county and to review the performance of a public employee at 2:06 p.m. The Chair reconvened the meeting at 2:25 p.m.

Discussion and Possible Action

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5. **[Proposed Motion No. 2020-0060](#)**

A MOTION approving a job description for the position of central staff assistant.

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Sponsors: Ms. Balducci

Carolyn Busch, Chief of Staff, briefed the Committee and answered questions.

This item was expedited to the January 28, 2020, Council agenda.

A motion was made by Councilmember McDermott that this Motion be Recommended Do Pass Consent. The motion carried by the following vote:

Yes: 9 - Ms. Balducci, Mr. Dembowski, Mr. Dunn, Ms. Kohl-Welles, Ms. Lambert, Mr. McDermott, Mr. von Reichbauer, Mr. Upthegrove and Mr. Zahilay

Briefings

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6. **Briefing on office space for legislative branch**

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Janine Weihe, Director of Operations, briefed the Committee and answered questions.

Ms. Busch answered questions of the Committee.

This briefing was presented.

7. Chief of Staff Update

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Ms. Busch briefed the Committee on new legislative branch staff hires, changes within existing Council staff, a new salary calculation process and the hiring of a consultant to conduct a salary analysis.

Other Business

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Adjournment

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The meeting was adjourned at 2:55 p.m.

Approved this _____ day of _____

Clerk's Signature