



King County

1200 King County
Courthouse
516 Third Avenue
Seattle, WA 98104

Meeting Minutes Employment and Administration Committee

*Councilmembers: Joe McDermott, Chair; Reagan Dunn, Vice
Chair;
Claudia Balducci, Dave Upthegrove
Staff: Melani Pedroza (477-1025) Committee Clerk*

10:00 AM

Monday, March 26, 2018

SW Conference Room

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.

1. **Call to Order**

The meeting was called to order at 10:13 a.m.

2. **Roll Call**

Present: 4 - Mr. Dunn, Mr. McDermott, Ms. Balducci and Mr. Upthegrove

3. **Approval of Minutes of March 12, 2018**

Councilmember Dunn moved approval of the minutes of the March 12, 2018 meeting as presented. Seeing no objection, the Chair so ordered.

Briefings

4. **Veteran Intern Selection Process Update**

Janine Weihe, Director of Operations, briefed the Committee on the history of the Veteran Intern program and the veterans that the Council has hired from the program. Ms. Weihe also updated the Committee on the current hiring process for a new intern and indicated that Ryan Phillips will begin employment on April 2, 2018.

5. Council Initiatives Director Update

The Chair recessed the meeting into Executive Session at 10:23 a.m. to review the performance of a public employee and 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 pursuant to RCW 42.30.110(g). The Chair reconvened the meeting at 10:29 a.m.

6. Acting Chief Policy Officer Update

Pat Hamacher, Acting Chief Policy Officer, updated the Committee on the reorganization process, indicated that a large number of applicants have applied for the current Policy Analyst vacancy, and reported that new Senior Legislative Analyst Jenny Ngo would begin work on April 30, 2018.

7. Chief of Staff Update

Chair McDermott welcomed Carolyn Busch, Chief of Staff, back to the Council.

The Chair recessed the meeting into Executive Session at 10:40 a.m. to review the performance of a public employee and 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 pursuant to RCW 42.30.110(g). The Chair reconvened the meeting at 10:48 a.m.

Staff briefed the committee on an employee job description change/reclassification request. Chair McDermott approved the letter from supervisor to employee declining to change the description or reclassify the employee.

Ms. Busch, Chief of Staff, reported that she is working on staff structure ideas and next steps and will be meeting with the senior management team soon to discuss.

Other Business

Chair McDermott, in anticipation of pending reorganization, thanked his fellow councilmembers for serving on the Employment and Administration Committee and recognized outgoing Councilmember Upthegrove for his contributions and hard work over the past year.

Adjournment

The meeting adjourned at 11:00 a.m.

Approved this _____ day of _____

Clerk's Signature