



# 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, Rod Dembowski, Jeanne Kohl-Welles  
Staff: Melani Pedroza (477-1025) Committee Clerk*

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3:00 PM

Monday, September 24, 2018

SW Conference Room

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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 3:30 p.m.*

2. **Roll Call**

**Present:** 5 - Ms. Balducci, Mr. Dembowski, Mr. Dunn, Ms. Kohl-Welles and Mr. McDermott

3. **Approval of Minutes of September 10, 2018**

*Councilmember Dembowski moved approval of the minutes of the September 10, 2018, meeting as presented.*

## Discussion and Possible Action

### 4. Interview and possible recommendation to assign policy staff supervisors

*Patrick Hamacher, Acting Chief Policy Officer, and Carolyn Busch, Chief of Staff, briefed the Committee on the interview process to date and answered questions.*

*The Chair recessed the meeting into Executive Session under RCW 42.30.110 (1)(g) to evaluate the qualifications of applicants for public employment at 3:32 p.m. The Chair reconvened the meeting at 4:35 p.m.*

*Councilmember Balducci moved to recommend reclassifying Wendy Soohoo from a Senior Principal Legislative Analyst to a Supervising Legislative Analyst I. The motion carried.*

*Councilmember Balducci moved to recommend reclassifying Erin Auzins from a Senior Principal Legislative Analyst to a Supervising Legislative Analyst I. The motion carried.*

### 5. Temporary supervisory assignment for policy staff

*Ms. Busch briefed the Committee on a temporary supervisory assignment for policy staff.*

*Chair McDermott informed the Committee per the Council's Temporary Assignment Policy.*

### 6. Revise the 2018 authorized pro tem hours and hourly rates in the King County Hearing Examiner's Office

*David Spohr, King County Hearing Examiner, briefing the Committee on revisions to the 2018 authorized pro tem hours and rates.*

*Tracy Calderon, Senior Human Resources Business Manager, answered questions of the Committee.*

*Councilmember Dunn moved to recommend revising the 2018 authorized pro tem hours and hourly rates for the remainder of the 2018 calendar year and re-distributing the 450 hours. The motion carried.*

**7. Authorize 2019 pro tem hours and hourly rates for the King County  
Hearing Examiner's Office**

*Mr. Spohr briefed the Committee on 2019 pro tem hours and hourly rates for the King County Hearing Examiner's Office.*

*Councilmember Dunn moved to recommend authorizing the following Hearing Examiner Pro Tems for the 2019 calendar year:*

*Alison Moss, Susan Drummond, Anne Watanabe and Michael McCarthy, at the senior pro tem rate of \$150/hour, for a combined total not to exceed 375 hours.*

*The motion carried.*

## **Briefing**

**8. Chief Policy Officer Update**

*Mr. Hamacher provided an update on the hiring processes for the Senior Legislative Analyst position and the Land Use Analyst position. He also indicated that the Committee of the Whole would begin meeting on Mondays starting October 1, 2018, and ending November 19, 2018.*

**9. Chief of Staff Update**

*Ms. Busch provided an update on the Council's nondiscrimination, anti-harrassment policy development process and requested feedback form the Committee on Chief Legal Counsel replacement.*

*The Chair recessed the meeting into Executive Session at 5:05 p.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. Vice Chair Dunn reconvened the meeting at 5:20 p.m.*

## **Other Business**

## **Adjournment**

*The meeting adjourned at 5:20 p.m.*

Approved this \_\_\_\_\_ day of \_\_\_\_\_

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Clerk's Signature