

Dembowski → Passed

14819

15

3/6/2017

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jr/bar

Sponsor: Joe McDermott

Proposed No.: 2017-0095

1 **AMENDMENT TO PROPOSED MOTION 2017-0095, VERSION 1**

2 On page 7, beginning on line 145, strike lines 145 through page 9, line 177, and insert:

3 "IV. Motion 11122, Section H, as amended, and OR 2-050 are each hereby
4 amended to read as follows:

5 The council designates the following councilmembers, in addition to the chairs
6 and vice-chairs, as members of the standing committees created in this motion and the
7 regional committees established in the King County Charter.

8 Budget and fiscal management committee:

9 Members: Claudia Balducci, Rod Dembowski, Larry Gossett, Jeanne
10 Kohl-Welles, Joe McDermott.

11 Committee of the whole:

12 Members: All councilmembers.

13 Employment and administration committee:

14 Members: Claudia Balducci (~~Reagan Dunn, Kathy Lambert~~), Dave
15 Upthegrove.

16 Government accountability and oversight committee:

17 Members: Claudia Balducci, (~~Rod Dembowski~~) Larry Gossett.

18 Health, housing and human services committee:

- 19 Members: Rod Dembowski, Larry Gossett, Dave Upthegrove.
- 20 Law and justice committee:
- 21 Members: ((~~Claudia Balducci~~, ~~Rod Dembowski~~),) Reagan Dunn, Jeanne
- 22 Kohl-Welles, Joe McDermott.
- 23 Transportation, economy and environment committee:
- 24 Members: Jeanne Kohl-Welles, Kathy Lambert, Joe McDermott, Dave
- 25 Upthegrove, Pete von Reichbauer.
- 26 Regional policy committee:
- 27 Members: Claudia Balducci, Larry Gossett.
- 28 Alternate: Jeanne Kohl-Welles.
- 29 Regional transit committee:
- 30 Members: Reagan Dunn, Dave Upthegrove.
- 31 Alternate: Joe McDermott.
- 32 Regional water quality committee:
- 33 Members: Rod Dembowski(~~(, Reagan Dunn)~~), Jeanne Kohl-Welles.
- 34 Alternate: Reagan Dunn (~~(Kathy Lambert)~~).
- 35 Special committee on alternatives to incarceration:
- 36 Members: Larry Gossett, Jeanne Kohl-Welles."
- 37 **EFFECT: *Changes committee membership to reflect the Council's direction.***

Gossett → Passed 14819

15

3/6/2017

2

jr/bar

Sponsor: Larry Gossett

Proposed No.: 2017-0095

1 **AMENDMENT TO PROPOSED MOTION 2017-0095, VERSION 1**

2 On page 9, after line 177, insert:

3 "V. Motion 10651, Section 7, as amended, and OR 3-030 are each hereby
4 amended to read as follows:

5 A. **Organizational chart.** The legislative branch shall be organized in accordance
6 with the organization chart, Attachment A to (~~Motion 14725~~) this motion. The chief of
7 staff shall prepare and file with the clerk of the council a revised organization chart to
8 replace Attachment A to (~~Motion 14725~~) this motion when the organization of the
9 legislative branch is changed by any ordinance, motion, or personnel decision adopted by
10 the council.

11 B. **Chief of staff.** There shall be a council chief of staff who reports to the chair,
12 and shall be accountable and responsive to all councilmembers. The chief of staff is
13 responsible for the efficient overall management and administration of the following staff
14 of the legislative branch and their subordinates: the administrative services supervisor; the
15 clerk; the director of communications; the director of strategic policy initiatives; and the
16 director of government relations. The chief of staff is also responsible for monitoring the
17 independent agencies of the council. The chief of staff shall be a resource for personal and
18 committee staff. In addition, the chief of staff, at the direction of the council and in

19 consultation with appropriate committee chairs, may coordinate with the policy staff
20 director the work of committee staff, legal counsel and others as needed on significant
21 issues.

22 **C. Policy staff director.** There shall be a policy staff director who reports to the
23 chair, and shall be accountable and responsive to all councilmembers. The policy staff
24 director is responsible for the efficient overall management and administration of the
25 committee staff, which includes committee assistants and represented legislative analysts.
26 Committee chairs and members are responsible for providing policy direction to committee
27 staff by, among other things, setting priorities and directing the work of committee staff. In
28 addition, the policy staff director, at the direction of the council chair and in consultation
29 with appropriate committee chairs, may coordinate with the chief of staff the work of
30 committee, legal counsel and others as needed on significant issues.

31 **D. King County Flood Control Zone District executive director.** There shall
32 be a King County Flood Control Zone District executive director who reports to the
33 county councilmember who serves as the chair of the King County Flood Control Zone
34 District, and who shall be accountable and responsive to all councilmembers who serve
35 on the King County Flood Control Zone District board of supervisors. The executive
36 director is responsible for the efficient overall management and administration of the
37 King County Flood Control Zone District and the flood control zone district
38 administration unit and its employees.

39 VI. Motion 10651, Section VIII, as amended, and OR 3-040 are each hereby
40 amended to read as follows:

41 A. For the purposes of this section, unless the context clearly requires otherwise:

42 1. "Administrative staff" means the council chief of staff and staff who report
43 directly or indirectly to the council chief of staff; and

44 2. "Policy staff" means the council staff who report directly or indirectly to the
45 policy staff director, including, but not limited to, staff assigned to a standing or regional
46 committee or the board of health, and who are assigned to provide policy, fiscal or
47 program analysis for all councilmembers.

48 B. Ethical considerations.

49 In common with all county employees and officials, legislative branch employees
50 and elected officials shall comply with the King County code of ethics, K.C.C. chapter
51 3.04. Employees shall familiarize themselves with the content of the code of ethics and in
52 the event they identify any issue of possible concern they shall promptly seek advice from
53 their supervisor, the policy staff director, the council chief of staff or the legal counsel or
54 shall seek an advisory opinion from the board of ethics.

55 C. Lobbying restriction on administrative and policy staff and on the legal counsel
56 to the council.

57 1. Administrative or policy staff or the legal counsel to the council shall not in any
58 way seek to influence the passage or rejection of any matter under consideration by the
59 council or any committee of the council, except where an employee within the scope of his
60 or her duties is required to make a recommendation or is specifically asked by a
61 councilmember to give a recommendation on the particular matter. This restriction does
62 not apply to the policy staff director, the director of government relations or the chief of
63 staff to the council pursuant to previously adopted council action.

64 2. With respect to contacts involving the news media related to the political or
65 policy aspects of county business, administrative and policy staff and the legal counsel of
66 the council are encouraged first to refer such matters to the committee chair or
67 councilmember with jurisdiction over the subject matter.

68 D. Reporting relationships and assignments of policy staff.

69 1. Policy direction. Policy staff work for and are accessible to all
70 councilmembers, and the policy staff director. Policy staff receive policy direction
71 regarding issues within the committee's jurisdiction from the committee chair, members
72 of the committee, the policy staff director and team leaders.

73 2. Policy staff assignments. Policy staff assignments shall be made by the
74 policy staff director with collaboration from team leaders. Notwithstanding an
75 assignment to a standing or regional committee, policy staff may be assigned tasks to
76 various committees by the policy staff director or his or her designee. All policy staff are
77 subject to the administrative supervision of the policy staff director or his or her designee.
78 Policy staff are responsible for conducting objective analysis on legislation and work
79 items to which they are assigned.

80 3. Administrative supervision. In order to ensure maximum effectiveness of the
81 resources of policy staff and ensure that the Charter-based needs of the council are met,
82 administrative supervision includes: overall coordination of all policy staff work plans;
83 developing and implementing an ongoing equitable performance evaluation system that
84 provides accountability of staff work product; developing, conducting and overseeing
85 training and development programs, plans and processes for policy staff that link
86 assessment of policy staff work with staff's professional development and growth. The

87 policy staff director or his or her designee shall have administrative supervision
88 responsibility over policy staff consisting of represented legislative analysts and
89 committee assistants. The chief of staff or his or her designee shall have administrative
90 supervision responsibility over administration staff as shown in Attachment A to
91 ~~((Motion 14189))~~ this motion.

92 4. Team leader. Team leader staff function as the supervisors for policy staff
93 and committee assistants. A team leader is responsible for: consulting with committee
94 lead staff to ensure adequate staffing to meet the needs of the committee; mentoring and
95 coaching staff; assigning work to committee analysts and support staff, in conjunction
96 with committee lead staff; reviewing staff work against professional and technical
97 standards; meeting on an ongoing basis with staff on the team leader's team to ensure that
98 the work program goals are being met and necessary training provided as well as
99 providing quarterly reviews and preparing performance evaluations. Subject to the
100 confidentiality rules in subsection F. of this section, policy staff are expected to keep the
101 policy staff director and team leader staff informed about their assignments and any
102 issues that may arise.

103 5. Committee lead staff. The committee lead staff for a committee is
104 responsible for working with policy staff director and team leader staff in ensuring
105 adequate staff resourcing to meet the needs of the committee, managing the
106 administrative work of the committee, including ensuring that committee agendas are
107 prepared, approved by the committee chair and distributed in a timely manner.

108 E. Scope of work.

109 1. The first priority of policy staff is to support committee work responsibilities
110 as established by the council and carried out under the direction of the committee chair.
111 Their second priority is to support committee members' work requests. Their third
112 priority is to support noncommittee members' work requests related to the work of the
113 committee. Their fourth priority is to accomplish all other work requests from
114 councilmembers. The committee chair shall make reasonable provisions for each
115 priority.

116 2. If policy staff believe that a work request cannot be accomplished consistent
117 with the above priorities, they should discuss the issue with the committee chair, the lead
118 staff for the committee and with the policy staff director, subject to the limitations
119 identified in subsection F. of this section concerning confidentiality.

120 F. Confidentiality.

121 1. Councilmembers may request an administrative staff or a policy staff member
122 to perform work and keep the nature of the work confidential. However, administrative
123 analytic staff may apprise the chief of staff, and policy staff may apprise the policy staff
124 director as to the requested work and time required to perform it. The policy staff
125 director and chief of staff shall maintain the confidential nature of the request.

126 2. Consistent with the reporting relationship and assignment rules in subsections
127 B. through E. of this section, policy staff are expected to inform lead staff and the policy
128 staff director about the amount of time required to perform the work.

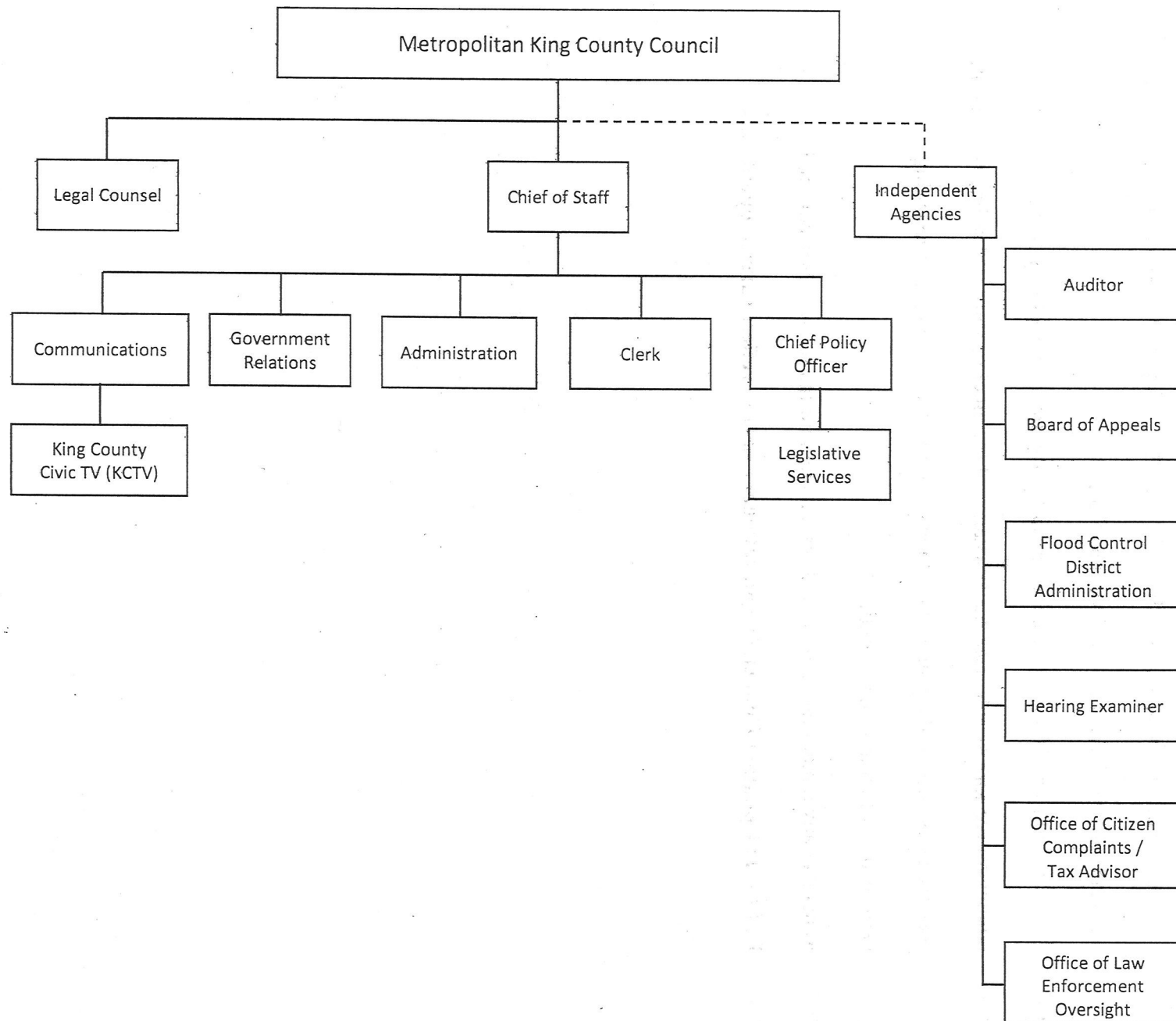
129 3. Based upon staff assignment under OR 1-020.B, if administrative staff or
130 policy staff believe that a work request by a councilmember is contrary to adopted
131 council rules or violates the staff's professional ethics, the staff may consult with the

132 policy staff director, the chief of staff or lead staff and for this purpose may disclose the
133 information necessary to identify the problem. The policy staff director, the chief of staff
134 and lead staff shall also maintain confidentiality.

135 G. Staff assistance. Based upon staff assignment under OR 1-020.B,
136 administrative staff should seek the assistance of the chief of staff, and policy staff should
137 seek the assistance of the policy staff director, to resolve any concerns regarding
138 performance of their assigned duties."

139 Renumber any remaining sections and correct any internal references accordingly.

140 **EFFECT: Updating Council Organizational Chart to reflect current operations.**



Gossett → Passed

15

3/6/2017

T1

jr/bar

Sponsor: Larry Gossett

Proposed No.: 2017-0095

1 **TITLE AMENDMENT TO PROPOSED MOTION 2017-0095, VERSION 1**

2 On page 1, strike lines 1 through 6 and insert:

3 "A MOTION relating to the organization of the council;
4 amending Motion 11122, Section B, as amended, and OR
5 2-010, Motion 11122, Section D, as amended, and OR 2-
6 020, Motion 11122, Section G, as amended, and OR 2-040,
7 Motion 11122, Section H, as amended, and OR 2-050,
8 Motion 10651, Section 7, as amended, and OR 3-030 and
9 Motion 10651, Section VIII, as amended, and OR 3-040."

10 **EFFECT: Amends the title to reflect Amendment 2.**

