



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 13, 2017

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 10:06 a.m.

2. **Roll Call**

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

3. **Approval of Minutes of February 27, 2017**

Councilmember Dunn moved to approve the minutes of the February 27, 2017 meeting as presented. Seeing no objection, the Chair so ordered.

Discussion and Possible Action

4. **Employment & Administration Committee 101 with discussion**

Carolyn Busch, Chief of Staff, and Councilmember McDermott provided new members with a briefing on the duties and processes of the Employment and Administration Committee.

Jim Brewer, Legal Counsel, answered questions of the Committee.

5. **Consideration and possible recommendation of Senior Legislative Analyst**

John Resha, Policy Staff Director, briefed the committee on the hiring process for the Senior Legislative Analyst position and the Legislative Analyst position.

Councilmember Dunn moved to approve the hiring of Laura Hitchcock as a Senior Legislative Analyst for the King County Council. The motion passed unanimously.

6. **Consideration and possible recommendation of Legislative Analyst**

John Resha, Policy Staff Director, briefed the committee on the hiring process for the Senior Legislative Analyst position and the Legislative Analyst position.

Councilmember Dunn moved to approve the hiring of Terra Rose as a Legislative Analyst for the King County Council. The motion passed unanimously.

7. Employee performance and possible action

The Chair recessed the meeting into Executive Session under RCW 42.30.110 (1)(g) (i) 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 at 10:48 a.m. The Chair reconvened the meeting at 10:59 a.m.

Councilmember Dunn moved to terminate a Management Auditor. The motion passed unanimously.

Discussion

8. Chief Policy Officer Update

No report was given.

9. Chief of Staff Update

Ms. Busch updated the committee on the work of the Creative Ground Consultant team. Janine Weihe, Director of Operations, reported that the draft report from Creative Ground is ready and will be distributed to members. Ms. Busch also provided an update on reclassification work being done with administrative staff, clerk staff and committee assistants and discussed Mr. Resha's work on revisions to council policies, the organizational chart and reporting structure.

Other Business

Adjournment

The meeting adjourned at 11:07 a.m.

Approved this _____ day of _____.

Clerk's Signature