



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, July 24, 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 10:12 a.m.

2. **Roll Call**

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

3. **Approval of Minutes of July 10, 2017**

Councilmember Balducci moved to approve the minutes of the July 10, 2017 meeting as presented. Seeing no objection, the Chair so ordered.

Discussion and Possible Action

4. **Assistant Chief Legal Counsel job description and possible action**

Jim Brewer, Chief Legal Counsel, briefed the committee on the Assistant Chief Legal Counsel job description.

Councilmember Dunn moved to approve an Assistant Chief Legal Counsel Classification specification. Councilmember Balducci moved to strike "s" at the end of the word "supervises" on the position description under the last bullet listed under header Essential Duties and Responsibilities. The amendment passed unanimously. Voting on the job classification, as amended, the motion passed unanimously.

5. Proposed changes to organizational motion and possible action

*Carolyn Busch, Chief of Staff, and John Resha, Chief Policy Officer, presented proposed changes to the organization motion related to employment decision authorities and the organization of Council Administration.
This item will be considered at the August 14, 2017 meeting.*

Briefings

6. Chief Policy Officer update

No report was given.

7. Chief of Staff update

Ms. Busch provided an update on the Deputy Clerk hiring process, Initiative 27 and a current Office of Law Enforcement Oversight investigation.

The Chair recessed the meeting into Executive Session under RCW 42.30.110(1)(g) to review the performance of a public employee at 11:48 a.m. The Chair reconvened the meeting at 12:03 p.m.

Other Business

Adjournment

The meeting adjourned at 12:05 p.m.

Approved this _____ day of _____.

Clerk's Signature