



King County

1200 King County
Courthouse
516 Third Avenue
Seattle, WA 98104

Meeting Minutes Employment and Administration Committee

*Councilmembers: Claudia Balducci, Chair;
Girmay Zahilay, Vice-Chair;
Rod Dembowski, Reagan Dunn, Jeanne Kohl-Welles,
Joe McDermott, Sarah Perry,
Dave Upthegrove, Pete von Reichbauer,*

*Staff: Stephanie Cirkovich, Chief of Staff (206-477-6023)
Melani Pedroza: Committee Clerk (206-477-1025)*

1:30 PM

Tuesday, June 28, 2022

Hybrid Meeting

Hybrid Meetings: Attend the Employment and Administration Committee meetings in person in the Southwest Conference Room, 516 3rd Avenue in Seattle, or through remote access. Details on how to attend the meeting remotely are listed below.

CONNECTING TO THE WEBINAR

Webinar Meeting ID: 813 1719 0179

If you do not have access to the ZOOM application, you can connect to the meeting by calling 1 253 215 8782 and using the Webinar ID.

You have the right to language access services at no cost to you. To request these services, please contact our Language Access Coordinator, Leslie Monteiro at 206-848-0355, or leslie.monteiro@kingcounty.gov, by 10:00 a.m. the day prior to the meeting.

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 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 3:11 p.m.

2. **Roll Call**

Present: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

3. **Approval of Minutes of May 24, 2022**

Councilmember McDermott moved to approve the minutes of the May 24, 2022, meeting as presented. Seeing no objection, the Chair so ordered.

Discussion and Possible Action

4. **[Proposed Motion No. 2022-0242](#)**

A MOTION approving the job description for the position of audit director within the King County auditor's office and replacing the job description of deputy auditor.

Sponsors: Balducci

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

5. **[Proposed Motion No. 2022-0244](#)**

A MOTION approving the job description for the position of auditor 1 within the King County auditor's office and replacing the current management auditor description.

Sponsors: Balducci

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

6. [Proposed Motion No. 2022-0245](#)

A MOTION approving the job description for the position of auditor 2 within the King County auditor's office and replacing the position of senior management auditor.

Sponsors: Balducci

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

7. [Proposed Motion No. 2022-0246](#)

A MOTION approving the job description for the position of auditor 3 within the King County auditor's office and replacing the position of principal management auditor.

Sponsors: Balducci

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

8. [Proposed Motion No. 2022-0247](#)

A MOTION approving the job description for the position of supervising auditor within the King County auditor's office.

Sponsors: Balducci

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

9. [Proposed Motion No. 2022-0248](#)

A MOTION approving the job description for the position of auditor 4 within the King County auditor's office.

Sponsors: Balducci

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

10. [Proposed Motion No. 2022-0249](#)

A MOTION approving the job description for the position of county auditor within the King County auditor's office.

Sponsors: Balducci

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

11. [Proposed Motion No. 2022-0250](#)

A MOTION approving the job description for the position of auditor 5 within the King County auditor's office and replacing the position of senior principal management auditor.

Sponsors: Balducci

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

12. [Proposed Motion No. 2022-0251](#)

A MOTION approving the job description for the position of capital projects analyst 2 within the King County auditor's office.

Sponsors: Balducci

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

13. [Proposed Motion No. 2022-0252](#)

A MOTION approving the job description for the position of capital projects analyst 1 within the King County auditor's office.

Sponsors: Balducci

A motion was made by Councilmember Dembowski that this Motion be Recommended Do Pass Consent. The motion carried by the following vote:

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

14. [Proposed Motion No. 2022-0243](#)

A MOTION confirming the appointment of Mathew Patrick Thomas to the citizens' elections oversight committee as the representative from the King County Republican Party.

Sponsors: Dunn

Sherrie Hsu, Council Staff, briefed the Committee and answered questions.

Mathew Patrick Thomas answered questions and made remarks.

This matter was Recommended Do Pass Consent

Yes: 8 - Balducci, Dembowski, Dunn, Kohl-Welles, McDermott, Perry, von Reichbauer and Upthegrove

Excused: 1 - Zahilay

Briefing

15. **Chief of Staff Update**

Stephanie Cirkovich, Chief of Staff, provided an update on the equity and social justice director position, veteran fellow interviews, recruiting for a senior human resources position and space issues. She also discussed the cultures connection workshop on July 28, 2022 and the possibility of setting up a workshop for councilmembers in August.

Janine Weihe, Council Director of Operations, and Stephanie Cirkovich, briefed the Committee on space issues and asked that Councilmembers think of ways to reduce the Council's footprint.

16. Human Resources Update

Deandra Stanley, Human Resources Manager, briefed the Committee on new hires and introduced the new Legislative Clerk, Matthew "Blake" Wells.

Other Business

There was no other business.

Adjournment

The meeting adjourned at 3:56 p.m.

Approved this _____ day of _____

Clerk's Signature