



King County

1200 King County
Courthouse
516 Third Avenue
Seattle, WA 98104

Meeting Minutes Employment and Administration Committee

*Councilmembers: Dave Upthegrove, Chair;
Jeanne Kohl-Welles, Vice-Chair;
Joe McDermott, Girmay Zahilay*

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

2:00 PM

Tuesday, September 19, 2023

Hybrid Meeting

DRAFT MINUTES

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 ID: 828 5993 8005

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 Equity and Social Justice Director, Dae Shogren at 206 263 8124, or dae.shogren@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 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 2:37 p.m.

In accordance with RCW 42.30.110(1)(g), the Chair called the meeting into executive session at 2:43 p.m. for approximately 10 minutes to review the performance of a public employee.

At 2:52 p.m. the Chair extended the executive session for 5 minutes, to 2:57 p.m.

At 2:57 p.m. the Chair extended the executive session for 3 minutes, to 3:00 p.m.

At 3:00 p.m. the Chair reconvened the meeting.

2. **Roll Call**

Present: 4 - Kohl-Welles, McDermott, Upthegrove and Zahilay

3. **Approval of Minutes of August 15, 2023**

Councilmember Kohl-Welles moved to approve the minutes of the August 15, 2023, meeting as presented. Seeing no objection, the Chair so ordered.

Discussion and Possible Action

4. **[Proposed Motion No. 2023-0282](#)**

A MOTION approving renewal of contract for chief legal counsel to the King County council.

Sponsors: Upthegrove

Stephanie Circovich, Chief of Staff, briefed the Committee and answered questions.

The Chair indicated that Item 4 would be expedited to the September 26, 2023, Council meeting.

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

Yes: 4 - Kohl-Welles, McDermott, Upthegrove and Zahilay

5. [Proposed Motion No. 2023-0281](#)

A MOTION approving renewal of contract for the assistant chief legal counsel to the King County council.

Sponsors: Upthegrove

Stephanie Circovich briefed the Committee and answered questions.

Councilmember Kohl-Welles moved Amendment 1. The motion carried.

Councilmember Kohl-Welles moved Title Amendment T1. The motion carried.

The Chair indicated that Item 5 would be expedited to the September 26, 2023, Council meeting.

A motion was made by Councilmember Kohl-Welles that this Motion be Recommended Do Pass Substitute. The motion carried by the following vote:

Yes: 4 - Kohl-Welles, McDermott, Upthegrove and Zahilay

Briefings

Human Resources Update

Deandra Stanley, Human Resources Manager, provided an update and answered questions.

Chief of Staff Update

Stephanie Cirkovich provided an update and answered questions.

Other Business

There was no other business.

Adjournment

The meeting was adjourned at 3:05 p.m.

Approved this _____ day of _____

Clerk's Signature