



# King County

1200 King County  
Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Meeting Agenda 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 Pedroza: Committee Clerk (206-477-1025)*

2:00 PM

Tuesday, May 16, 2023

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 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](mailto: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 rules and procedures applicable to committees apply and not those applicable to full council meetings.

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	<p>Sign language and interpreter services can be arranged given sufficient notice (206-848-0355). TTY Number - TTY 711.</p> <p>Council Chambers is equipped with a hearing loop, which provides a wireless signal that is picked up by a hearing aid when it is set to 'T' (Telecoil) setting.</p>	
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1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes of the Regular Meeting of February 21, 2023, and the Special Meetings of March 30, 2023, and April 19, 2023**

## Discussion and Possible Action

4. [Proposed Motion No. 2023-0190](#)

A MOTION approving the job descriptions for positions within the office of public complaints/tax advisor.

**Sponsors:** Upthegrove

## Briefing

5. **Human Resources Update**

*Deandra Stanley, Human Resources Manager*

6. **Chief of Staff Update**

*Stephanie Cirkovich, Chief of Staff*

## Discussion

## Other Business

## Adjournment