



# KING COUNTY

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Signature Report

### Motion 15567

**Proposed No.** 2020-0039.2

**Sponsors** Balducci

1           A MOTION relating to the organization of the council;  
2           amending Motion 11105 (part), as amended, and OR 1-040,  
3           Motion 11122, Section D, as amended, and OR 2-020,  
4           Motion 10651, Section V, as amended and OR 2-030,  
5           Motion 11122, Section G, as amended, and OR 2-040,  
6           Motion 11122, Section H., as amended, and OR 2-050,  
7           Motion 10651, Section VII, as amended, and OR 3-030 and  
8           Motion 15446, Section III, and OR 3-033 and repealing  
9           Motion 11122, Section B, as amended, and OR 2-010.

10           WHEREAS the council has specified by motion the chairs, vice-chairs and  
11 members of council committees and provided for any changes to these positions to be  
12 made by adoption for a formal legislative motion, and

13           WHEREAS, the charter provides that the council shall elect one of its members as  
14 chair, and Motion 10651, Section II, as amended, and OR 1-010 provides that the council  
15 shall elect a chair who shall serve at the pleasure of the council for a term of one year,  
16 unless otherwise ordered by the council, and

17           WHEREAS, the council has specified by motion the chairs, vice-chairs and  
18 members of council committees and provided for any changes to these positions to be  
19 made by adoption of a formal legislative motion;

20 NOW, THEREFORE, BE IT MOVED by the Council of King County:

21 I. Motion 11105 (part), as amended, and OR 1-040 are each amended to read as  
22 follows:

23 **Chair and vice-chairs elected.** For the year ~~((2019))~~ 2020 and until a successor is  
24 elected, the council elects Councilmember ~~((Rod Dembowski))~~ Claudia Balducci as  
25 council chair, Councilmember ~~((Claudia Balducci))~~ Joe McDermott as council vice-chair  
26 of policy development and review and Councilmember Reagan Dunn as council vice-chair  
27 of regional coordination.

28 II. Motion 11122, Section B, as amended, and OR-2-010 are hereby repealed.

29 III. Motion 11122, Section D, as amended, and OR 2-020 are each amended to  
30 read as follows:

31 **Standing committees - functions.** In addition to any committee otherwise  
32 established by law, the committees of the metropolitan King County council and their  
33 respective functions are established as follows:

34 A. **Budget and fiscal management committee** shall consider and make  
35 recommendations on: the county revenue and expenditure fiscal structural gap; capital  
36 and operating budget appropriations; the sale and lease of real property to or by the  
37 county; debt and investment proposals; bond issues; the office of economic and financial  
38 analysis; levies ~~((including parks and emergency medical services))~~ unless referred to  
39 another committee; and financial policies.

40 1. The committee shall develop recommendations on policy direction for the  
41 biennial budget, based on the recommendations of other council committees and taking  
42 into account the estimated fiscal impacts of state and federal legislation.

43           2. In respect to consideration of the county's proposed biennial budget, all  
44 members of the council not assigned to the budget and fiscal management committee  
45 shall be considered ex officio voting members of the committee.

46           **B. Committee of the whole.** The committee of the whole shall consider: issues  
47 of interest to the entire council, including appointments to the state legislature and  
48 department directors and key subordinate units in the executive branch; the annual  
49 legislative program; legislation before the federal, state and local governments that affect  
50 King County; the King County Strategic Plan; oversight of Harborview Medical Center;  
51 solid waste including waste to energy; arts and culture and associated levies, if any; the  
52 Puget Sound Taxpayer Accountability Account; gun safety; the immigrant and refugee  
53 commission; issues related to the census; the charter review commission; homelessness,  
54 including the King County Regional Homelessness Authority; and other program and  
55 policy matters. The committee of the whole shall conduct town hall meetings on issues  
56 of significance.

57           **C. Community, health and housing services committee.**

58           1. The committee shall consider and make recommendations on policies relating  
59 to:

60           a. health and housing services provided to the community by county agencies  
61 and branches, including, but not limited to, domestic violence facilitators, court  
62 navigators and community courts,

63           b. public health programs, including those related to the protection, promotion  
64 and provision functions of the department of public health, including the structure of the  
65 public health centers;

- 66 c. affordable housing, including therapeutic and low-income housing;
- 67 d. human services programs, including review of human services-related
- 68 levies; and
- 69 e. economic development including equity and pay disparity.

70 2. In the areas within the committee's purview, the committee shall track state  
71 and federal legislative action and develop recommendations on policy direction for the  
72 biennial budget.

73 **D. Government accountability and oversight committee.**

- 74 1. The committee shall consider and make recommendations on:
  - 75 a. improving the efficiency, cost effectiveness and performance of all branches
  - 76 of county government (legislative, executive and judicial);
  - 77 b. enhancing oversight, accountability and transparency in King County
  - 78 government, the annual county audit program and federal, state or county audit reports,
  - 79 the administration of the Public Records Act, capital projects oversight, the Puget Sound
  - 80 Emergency Radio Network, strategic planning, performance measurement and
  - 81 performance management, management organizational structure and technology
  - 82 management; and
  - 83 c. general government oversight, including customer service, worker safety,
  - 84 the department of assessments; elections; records and licensing; animal control; cable
  - 85 communications; the county fair; King County international airport; risk management;
  - 86 veterans, and executive services such as telecommunications, facilities management,
  - 87 purchasing and real property management.

88 2. In the areas within the committee's purview, the committee shall track state

89 and federal legislative action and develop recommendations on policy direction for the  
90 biennial budget.

91 ~~((C. Health, housing and human services committee.~~

92 ~~1. The committee shall consider and make recommendations on policies relating~~  
93 ~~to:~~

94 ~~a. public health programs, including those related to the protection, promotion~~  
95 ~~and provision functions of the department of public health, including the structure of the~~  
96 ~~public health centers;~~

97 ~~b. affordable housing, including therapeutic and low-income housing;~~

98 ~~c. human services programs, including review of human services-related~~  
99 ~~levies, and civil rights and social justice;~~

100 ~~d. economic development including equity and pay disparity;~~

101 ~~e. homelessness crisis response system reforms; and~~

102 ~~f. gender equity.~~

103 ~~2. In the areas within the committee's purview, the committee shall track state~~  
104 ~~and federal legislative action and develop recommendations on policy direction for the~~  
105 ~~biennial budget.~~

106 ~~D.))~~ **E. Law and justice committee.**

107 1. The committee shall consider and make recommendations on policies relating  
108 to law, safety, criminal justice and emergency management programs, ~~((excluding those~~  
109 ~~related to alternatives to incarceration and))~~ including those related to: public safety;  
110 adult detention; juvenile justice and youth services; superior and district courts; judicial  
111 administration; prosecuting attorney; public defense; emergency medical services; office

112 of law enforcement oversight; bail reform; pretrial services ~~((including))~~; alternatives to  
113 incarceration; and civil rights.

114 2. In the areas within the committee's purview, the committee shall track state  
115 and federal legislative action and develop recommendations on policy direction for the  
116 biennial budget.

117 ~~((E.))~~ F. Local services ~~((, regional roads and bridges))~~ committee.

118 1. The committee shall consider and make recommendations on policies relating  
119 to:

- 120 a. surface water management and water supply;
- 121 b. unincorporated and rural areas, including agriculture and rural services;
- 122 c. local government;
- 123 d. permitting and zoning ~~((including winery and marijuana related~~  
124 ~~legislation))~~;
- 125 e. county roads and bridges;
- 126 f. levies to support county roads and bridges;
- 127 g. emergency management including disaster response, emergency  
128 preparedness and emergency planning ~~((and the Puget Sound emergency radio network))~~  
129 as it pertains to the unincorporated areas;
- 130 ~~((g.))~~ h. local services provided by the sheriff; ~~((and))~~  
131 ~~((h.))~~ i. utility annexations and water and sewer district plans; and  
132 j. local parks and trails.

133 2. In the areas within the committee's purview, the committee shall track state  
134 and federal legislative action and develop recommendations on policy direction for the

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135 biennial budget.

136 **F. Mobility and environment committee.**

137 1. The committee shall consider and make recommendations on:

138 a. transportation, including passenger ferries, regional trails and public  
139 transportation including spending plans for new revenue, if any, and fares and fare equity  
140 policies;

141 b. the environment, including:

142 (1) salmon recovery and barriers to recovery such as culverts;

143 (2) resource((s)) lands, excluding agriculture;

144 (3) energy;

145 (4) water quality, including wastewater; and

146 (5) ((trails and)) regional parks and open space; and

147 c. growth management, including regional planning and the Comprehensive

148 Plan.

149 IV. Motion 10651, Section V, as amended and OR-2-030 are hereby amended to

150 read as follows:

151 **Employment and administration committee.**

152 A. ~~((Membership requirements. The employment and administration~~  
153 ~~committee shall consist of five members. The chair of the council shall be a member of~~  
154 ~~the committee.~~

155 **B.)) Duties.**

156 1. ~~((General duties.))~~ In accordance with this section OR 2-030, the committee  
157 shall oversee employment-related issues in the legislative branch, excluding all decisions

158 for those positions and employees serving councilmembers' personal, district support and  
159 constituent services functions.

160 2. ~~((Administrative decisions. In consultation with the chief of staff, the~~  
161 ~~committee shall)) The employment and administrative committee shall consider and  
162 make recommendations on:~~

163 a. ~~((recommend to the council for adoption of))~~ administrative and personnel-  
164 related policies;

165 b. ~~((recommend to the council for adoption of))~~ changes to the organization  
166 chart established in OR 3-030.A.;

167 c. ~~((recommend to [the] council))~~ classification specifications and  
168 compensation ranges; ~~((and))~~

169 d. ~~((recommend to [the] council))~~ job descriptions for all positions in the  
170 legislative branch~~((:));~~

171 ~~((3.))~~ e. ((H)) hiring chief officers and independent agency officers~~((The~~  
172 ~~committee shall establish the)), in accordance with a hiring process ((for chief officers~~  
173 ~~and independent agency officers, as well as make hiring recommendations to the council~~  
174 ~~concerning these positions)) established by the committee that may include forming a  
175 subcommittee to implement the hiring process. The committee may consult with the  
176 board of appeals on its hiring of the executive director and staff of the board of appeals  
177 and the committee may express its preference; and~~

178 f. censure related to alleged violations by a councilmember of any  
179 antiharassment or discrimination policy.

180 ~~((4. Performance evaluations of chief officers and independent agency~~



181 officers-)) 3. The council chair, in consultation with the committee, shall provide oral  
182 and written expectations and counseling regarding employee performance for chief  
183 officers and independent agency officers. The chair of the council, with committee input,  
184 shall establish a process for periodically evaluating the chief officers and independent  
185 agency officers for their performance in performing job duties and achieving goals.

186 ~~((5. Discipline of chief officers and independent agency officers-))~~ 4.a. The  
187 council chair, in consultation with the committee, shall, when appropriate, issue either  
188 written reprimands or performance improvement plans, or both, regarding employee  
189 performance issues of a chief officer or an independent agency officer that persist,  
190 following an oral or written statement of expectations or counseling.

191 b. It is the responsibility of the council chair, when appropriate, to recommend  
192 to the committee for approval either suspension without pay or termination of chief  
193 officers or independent agency officers.

194 c. Following a suspension without pay of more than ten working days or  
195 termination hearing decision, a chief officer or independent agency officer subject to the  
196 committee's suspension without pay or termination decision may, within five business  
197 days of being notified of the decision, appeal the decision to the council. An appeal is  
198 filed by delivering a notice of appeal to the clerk of the council.

199 d. A decision of the council to suspend without pay or terminate a chief officer  
200 or independent agency officer is final.

201 e. The chair of the council, with consultation of the committee, may execute a  
202 settlement agreement with a chief officer or independent agency officer.

203 f. A written disciplinary action may not be issued before completion of review

204 of it by legal counsel or the civil division of the office of the prosecuting attorney. For  
205 the purposes of this subsection ~~((B.5.))~~ A.4., "written disciplinary action" means written  
206 expectations and counseling regarding employee performance issues, reprimands,  
207 performance improvement plans and decisions regarding suspension without pay or  
208 termination of an employee.

209 ~~((6. Motions for censure. The committee shall consider and make  
210 recommendations to the council on motions for censure related to alleged violations by a  
211 councilmember of any antiharassment or discrimination policy.))~~

212 ~~((C.))~~ B. Committee ~~((decisions))~~ **recommendations and actions.**

213 1. ~~((All e))~~ Committee ~~((decisions authorized by this section))~~ recommendations  
214 on matters set out in subsection A.2. of this section shall be ~~((contained in a written~~  
215 decision report)) presented to the council as a motion for its consideration.

216 2. ~~((All committee recommendations authorized by this section shall be~~  
217 contained in a written recommendation report and, if approved by the committee, shall be  
218 forwarded to the council for consideration on an employment and administration  
219 committee consent agenda.

220 3. ~~Upon the request of any member present before the council, any specific~~  
221 recommendation from the employment and administration committee shall be removed  
222 from the consent agenda and considered separately by the council before adoption of the  
223 employment and administration committee consent agenda.

224 4. ~~The))~~ For actions authorized under subsection A.3. and 4. of this section, the  
225 chair of the employment and administration committee shall issue notice to the affected  
226 employee upon final action of the committee or council.

227            ~~((D-))~~ C. Personnel records as confidential. To the extent permitted by law,  
228 personnel records which would be exempt from public disclosure shall continue to be  
229 treated as confidential and records or portions thereof which are exempt shall be  
230 identified as such and separated from nonexempt records.

231            ~~((E-))~~ D. Construction of section. Nothing in this section is to be construed to  
232 alter the at-will status of legislative branch employees. This section designed to facilitate  
233 the will of the majority of the council. If there are specific provisions of a collective  
234 bargaining agreement that are different than this section, the collective bargaining  
235 agreement shall prevail.

236            ~~((F-))~~ E. Definitions. For the purposes of this section OR 2-030:

237            1. "Administrative services staff" are those legislative branch employees  
238 assigned to communications, government relations, administration and clerk blocks in the  
239 organization chart, Attachment A to Motion 15446.

240            2. "Chief officers" includes the chief of staff and chief legal counsel;

241            3. "Directors" includes the clerk of the council, the communication director, the  
242 director of government relations, the director of municipal relations, the director of  
243 operations, the director of equity and social justice and the chief policy officer;

244            4. "Independent agency officers" includes the auditor, the director of law  
245 enforcement oversight, the hearings examiner, the King County Flood Control District  
246 executive director and the director of the office of citizen complaints/tax advisor, which  
247 is also known as the ombuds.

248            5. "Legislative services staff" are those legislative branch employees assigned to  
249 the legislative services block in the organization chart, Attachment A to Motion 15446 .

250 V. Motion 11122, Section G, as amended and OR-2-040 are each amended to  
251 read as follows:

252 **Chairs and vice-chairs.** The council designates the following councilmembers  
253 as chairs and vice-chairs of the standing committees created in this motion and the  
254 regional committees established in the King County Charter.

255 ~~((Committee of the whole:~~

256 ~~Chair: Joe McDermott.~~

257 ~~Vice-chair: Jeanne Kohl-Welles.))~~

258 Budget and fiscal management committee:

259 Chair: ~~((Claudia Balducci))~~ Jeanne Kohl-Welles.

260 Vice-chair: ~~((Kathy Lambert))~~ Rod Dembowski.

261 Committee of the whole:

262 Chair: Joe McDermott.

263 Vice-chair: Reagan Dunn.

264 Community, health and housing services committee:

265 Chair: Kathy Lambert.

266 Vice-chair: Jeanne Kohl-Welles.

267 Employment and administration committee:

268 Chair: ~~((Rod Dembowski))~~ Claudia Balducci.

269 Vice-chair: ~~((Reagan Dunn))~~ Joe McDermott.

270 Government accountability and oversight committee:

271 Chair: Pete von Reichbauer.

272 Vice-chair: ~~((Larry Gossett))~~ Claudia Balducci.

273 ~~((Health, housing and human services committee:~~

274 ~~Chair: Jeanne Kohl-Welles.~~

275 ~~Vice-chair: Dave Upthegrove.))~~

276 Law and justice committee:

277 Chair: ~~((Larry Gossett))~~ Girmay Zahilay.

278 Vice-chair: Kathy Lambert.

279 Local services~~((, regional roads and bridges committee)):~~

280 Chair: ~~((Kathy Lambert))~~ Reagan Dunn.

281 Vice-chair: ~~((Claudia Balducci))~~ Kathy Lambert.

282 Mobility and environment committee:

283 Chair: ~~((Dave Upthegrove))~~ Rod Dembowski.

284 Vice-Chair: Pete von Reichbauer.

285 Regional policy committee:

286 Chair: Pete von Reichbauer.

287 Regional transit committee:

288 Chair: ~~((Claudia Balducci))~~ Dave Upthegrove.

289 Regional water quality committee:

290 Chair: Kathy Lambert.

291 VI. Motion 11122, Section H., as amended, and OR 2-050 are each amended to

292 read as follows:

293 **Memberships.** The council designates the following councilmembers, in  
294 addition to the chairs and vice-chairs, as members of the standing committees created in  
295 this motion and the regional committees established in the King County Charter.

296 Budget and fiscal management committee:

297 Members: Claudia Balducci (~~((Rod Dembowski)), ((Jeanne Kohl Welles,))~~  
298 Kathy Lambert, Joe McDermott, Dave Upthegrove, Girmay Zahilay.

299 Committee of the whole:

300 Members: All councilmembers.

301 Community, health and housing services committee:

302 Members: Reagan Dunn, Joe McDermott, Dave Upthegrove, Girmay  
303 Zahilay.

304 Employment and administration committee:

305 Members: (~~((Claudia Balducci, Larry Gossett, Jeanne Kohl Welles.))~~) All  
306 councilmembers.

307 Government accountability and oversight committee:

308 Member(s): Rod Dembowski(~~((, Jeanne Kohl Welles))~~).

309 (~~((Health, housing and human services committee:~~

310 ~~Members: Claudia Balducci, Rod Dembowski, Larry Gossett, Kathy~~  
311 ~~Lambert.))~~

312 Law and justice committee:

313 Members: Rod Dembowski, Reagan Dunn, ((Joe McDermott,)) Jeanne  
314 Kohl Welles, Dave Upthegrove.

315 Local services(~~((, regional roads and bridges))~~) committee:

316 Members: (~~((Reagan Dunn, Larry Gossett))~~) Claudia Balducci, Girmay  
317 Zahilay.

318 Mobility and environment committee:

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319 Members: Claudia Balducci, (~~Rod Dembowski~~), Kathy Lambert, Jeanne  
320 Kohl-Welles, Joe McDermott, Dave Upthegrove, Girmay Zahilay.

321 Regional policy committee:

322 Members: Rod Dembowski, Jeanne Kohl-Welles.

323 Alternate: (~~Larry Gossett~~).

324 Regional transit committee:

325 Members: Joe McDermott, (~~Dave Upthegrove~~) Girmay Zahilay.

326 Alternate: Claudia Balducci

327 Regional water quality committee:

328 Members: Claudia Balducci (~~Rod Dembowski~~), Reagan Dunn.

329 Alternate:

330 VII. Motion 10651, Section VII, as amended, and OR-3-030 each amended to  
331 read as follows:

332 **Legislative branch organization.**

333 A. **Organizational chart.** The legislative branch shall be organized in accordance  
334 with the organization chart, Attachment A to Motion 15446. The chief of staff shall  
335 prepare and file with the clerk of the council a revised organization chart to replace  
336 Attachment A to Motion 15446 when the organization of the legislative branch is changed  
337 either by any employment and administration committee decision or by any ordinance,  
338 motion, or personnel decision adopted by the council.

339 B. **Chief of staff.** There shall be a council chief of staff who reports to the chair,  
340 and shall be accountable and responsive to all councilmembers. The chief of staff is  
341 responsible for the efficient overall management and administration of the administrative

342 and legislative services staff as they are defined in OR 2-030. All directors, as defined in  
343 OR 2-030, shall report to the chief of staff. The chief of staff is also responsible for  
344 monitoring the independent agencies of the council. The chief of staff shall be the council's  
345 bargaining lead for all legislative branch bargaining units.

346       **C. Chief policy officer.** There shall be a chief policy officer who, as a director,  
347 reports to the chief of staff and shall be responsive to all councilmembers. As the chief  
348 policy officer is the direct report for the legislative services staff, the chief policy officer is  
349 responsible for: the efficient overall management and administration of the legislative  
350 services staff; development and administration of analytic standards; committee lead and  
351 support assignments; and legislative and policy assignments for analysis.

352       **D. Chief legal counsel.** There shall be a chief legal counsel who reports to the  
353 chair and shall be accountable and responsive to all councilmembers for the provision of  
354 legal services to the council, councilmembers, and administrative and legislative services  
355 staff. The chief legal counsel is responsible for the efficient overall management and  
356 administration of the legal services staff, outside counsel and coordination with the  
357 prosecuting attorney's office.

358       **E. Independent agency officers.** For all the independent agencies, identified in  
359 the organization chart, Attachment A to Motion 15446, their officers shall be appointed  
360 by the council and each independent agency officer shall be accountable and responsible  
361 for the efficient overall management and administration of their agencies. The  
362 independent agencies, their officers, managers and staff are subject to the policies and  
363 procedures of the legislative branch.

364       **F. King County Flood Control District executive director.** The King County



365 Flood Control District executive director shall report to the county councilmember who  
366 serves as the chair of the King County Flood Control District. The executive director  
367 shall be accountable and responsive to all councilmembers who serve on the King County  
368 Flood Control District board of supervisors. The executive director is responsible for the  
369 efficient overall management and administration of the King County Flood Control  
370 District and the flood control district administration unit and its employees. The  
371 executive director is subject to the policies and procedures of the legislative branch.

372 VIII. Motion 15446, Section III, and OR-3-033 are each amended to read as  
373 follows:

374 **Duties and responsibilities of chief officers and independent agency officers.**

375 All chief officers and independent agency officers shall fulfill the following duties  
376 and responsibilities:

377 **A. Hiring.**

378 1. Employee recruitment. When beginning a hiring process, chief officers and  
379 independent agency officers shall:

380 a. consult with the council chair and vice chairs before beginning recruitment  
381 of vacated or newly created positions and anticipated vacancies;

382 b. establish hiring processes for each vacancy and newly created position; and

383 c. if interviews of candidates are a part of the hiring process, chief officers  
384 shall include at least two representatives from district staff in staff interview panels.

385 2. Hiring decisions. When implementing hiring decisions, chief officers and  
386 independent agency officers:

387 a. shall consult with the council chair and vice chairs about the hiring decision

388 before extending an offer of employment for director level positions as defined in OR 2-  
389 030.F.3.;

390 b. shall make hiring decisions for all positions that report to the respective  
391 chief officer or independent agency officer as they appear in the organization chart,  
392 Attachment A to Motion 15446;

393 c. may extend an offer of employment to any person who applied for a  
394 legislative branch position in the prior six months for a current vacancy without  
395 undertaking a full recruitment process;

396 d. may appoint or extend the appointment of interns, and temporary or term  
397 limited employees for up to a total of the maximum period allowed by the King County  
398 ((e))Code; and

399 e. shall, by written report, advise the employment and administration  
400 committee of decisions made in accordance with this section.

401 B. **Staffing.** Employee-related decisions shall be implemented as follows for the  
402 following circumstances:

403 1. Staff assignments. The chief of staff shall annually brief the employment and  
404 administration committee on legislative branch staff assignments, which shall be based  
405 on the following:

406 a. Independent agency staff assignments shall be made by the independent  
407 agency officer or designee;

408 b. Legislative services staff assignments shall be made by the chief policy  
409 officer or designee;

410 c. Legal staff assignments shall be made by the chief legal counsel or

411 designee; and

412           d. Administration services staff assignments shall be made by the chief of  
413 staff or designee;

414           2. Reclassifications. Chief officers and independent agency directors shall  
415 make decisions regarding reclassification, promotion to a higher step within the same  
416 classification and range((#)), or withholding of a step increase ((of-a)) for legislative  
417 branch employees who report to the respective chief officer or independent agency  
418 director as they appear in the organizational chart, Attachment A to motion 15446;

419           3. Work schedule decisions. Day-to-day work schedule decisions shall be made  
420 by direct supervisors, managers and their directors or officers. The chief officer may  
421 increase or decrease the full-time-equivalent level of an employee that on either a  
422 permanent or limited term duration within the budgeted appropriation. In the event of a  
423 temporary decrease in the full-time-equivalent level of an employee as an  
424 accommodation, the chief of staff may approve the temporary adjustment and inform the  
425 employment and administration committee at the next regularly scheduled meeting of the  
426 committee; and

427           4. Leave carryover decisions. The chief ((of staff)) officers and independent  
428 agency officers may authorize the carryover of excess vacation leave under K.C.C.

429 3.12.190 because of cyclical workloads, work assignments or other reasons as may be in  
430 the best interests of the county and with appropriate documentation.

431           **C. Performance evaluations.** Chief officers, directors and independent agency  
432 officers shall periodically evaluate employees who report to each respectively for their  
433 performance in achieving job duties and goals. The chief of staff shall annually brief the

434 employment and administration committee regarding findings and results related to  
435 legislative branch performance evaluations.

436 D. **Employee discipline.** When administering employee discipline:

437 1. Chief officers, directors and independent agency officers shall provide oral  
438 and written expectations and counseling regarding employee performance issues as they  
439 may arise;

440 2. Chief officers, directors and independent agency officers, shall, when  
441 appropriate for employees that report to each respectively, issue either written reprimands  
442 or performance improvement plans, or both, regarding employee performance issues that  
443 persist, following an oral or written statement of expectations or counseling;

444 3. The chief (~~of staff~~) officers and independent agency officers shall make  
445 decisions regarding suspension without pay or termination of an employee;

446 4. The decision of the chief officer or independent agency officer to suspend an  
447 employee without pay for ten working days or less is final;

448 5. An employee subject to a chief officer's or independent agency officer's  
449 suspension without pay for more than ten working days or termination decision may,  
450 within five business days, request a hearing before the employment and administration  
451 committee to mitigate or change the decision. A hearing is requested by delivering a  
452 written notice of appeal to the clerk of the council;

453 6. Following a committee decision on a suspension without pay of more than  
454 ten working days or termination hearing decision, an employee may, within five business  
455 days, appeal the decision to the council. An appeal is requested by delivering a written  
456 notice of appeal to the clerk of the council;

457           7. The decision of council to suspend without pay or terminate an employee is  
458 final;

459           8. The chair of the council, in consultation with the employment and  
460 administration committee, may execute a settlement agreement with a current or former  
461 employee; and

462           9. A written disciplinary action may not be issued before review by legal  
463 counsel or the civil division of the office of the prosecuting attorney. For the purpose of  
464 this subsection D.9., "written disciplinary action" means written expectations and  
465 counseling regarding employee performance issues, reprimands, performance

466 improvement plans and decisions regarding suspension without pay or termination of an  
467 employee.

468

Motion 15567 was introduced on 1/8/2020 and hearing held/closed and passed as amended by the Metropolitan King County Council on 1/8/2020, by the following vote:

Yes: 8 - Ms. Lambert, Mr. Dunn, Mr. McDermott, Mr. Dembowski,  
Mr. Upthegrove, Ms. Kohl-Welles, Ms. Balducci and Mr. Zahilay  
Excused: 1 - Mr. von Reichbauer



KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

A handwritten signature in black ink, appearing to read "Rod Dembowski", is written over a horizontal line.

Rod Dembowski, Chair

ATTEST:

A handwritten signature in black ink, appearing to read "Melani Pedroza", is written over a horizontal line.

Melani Pedroza, Clerk of the Council

**Attachments:** None