

# AGENDA REQUEST FORM

Return completed form and complete agenda item to the Clerk of the Board  
Yakima County Commissioners' Office, Room 232

Prepared by:

Doris Diaz, Judy Kendall, and Kendra Dorais

Department: Human Resources

Requested Agenda Date: 01/13/2026

Presenting: Judy Kendall

Document Title:

*Board of County Commissioners Record Assigned*

#

014-2026

APPROVED FOR AGENDA:

Consent  Regular

*Board of County Commissioners Determined*

IN THE MATTER OF ESTABLISHING MISCELLANEOUS PAYMENT FOR CERTAIN  
ATTORNEYS IN THE PROSECUTING ATTORNEYS' OFFICE

Action Requested: *Check Applicable Box*

PASS RESOLUTION  EXECUTE or AMEND **AGREEMENT** CONTRACT or GRANT  
 ISSUE PROCLAMATION  PASS ORDINANCE  OTHER

Describe Fiscal Impact:

Background Information:

The Yakima County Prosecutor's Office is assisting the Yakima County Sheriff's Office in completing records requests.

Summary & Recommendation:

HR recommends approval of the above.

Motion:

Department Head/ Elected Official

  
Signature

**AGREEMENT** Attached Is Approved as to Form  
Corporate Counsel Initial

*Late Agenda Requests Require BOCC Chairman Signature:*

**BOARD OF YAKIMA COUNTY COMMISSIONERS  
RESOLUTION**

**IN THE MATTER OF ESTABLISHING MISCELLANEOUS  
PAYMENT FOR CERTAIN ATTORNEYS IN THE  
PROSECUTING ATTORNEYS' OFFICE;**

**014-2026**

**WHEREAS**, the Yakima County Sheriff's Office continues to experience vacancies and turnover in the YSO Records Division that is having severe impacts on the Yakima County Sheriff's Office in providing records in compliance with the Public Records Act; **and**,

**WHEREAS**, the Yakima County Prosecuting Attorney's Office is assisting the Yakima County Sheriff's Office in completing these records requests; **and**,

**WHEREAS**, the Yakima County Sheriff's Office is requesting that the Yakima County Prosecuting Attorney's Office continue to respond to records requests to ensure that the data is provided in compliance with the Public Records Act; **and**,

**WHEREAS**, The Yakima County Sheriff's Office is proposing reimbursement to the Yakima County Prosecuting Attorney's Office for the costs incurred by Yakima County Prosecuting Attorney staff to complete these records requests; **and**,

**WHEREAS**, non-exempt employees of the Yakima County Prosecuting Attorney's Office will earn overtime for hours worked outside their normal schedule; **and**,

**WHEREAS**, exempt employees of the Yakima County Prosecuting Attorney's Office do not earn overtime; **and**,

**WHEREAS**, the Yakima County Sheriff's Office is proposing to reimburse the Yakima County Prosecuting Attorney's Office for Miscellaneous earnings provided to these exempt employees for the additional workload of the YSO records requests; **and**,

**WHEREAS**, Exhibit A, outlines the provisions and need for the miscellaneous payment for exempt employees of the Yakima County Prosecuting Attorney's Office; **now, therefore**,

# BOARD OF YAKIMA COUNTY COMMISSIONERS RESOLUTION

**BE IT HEREBY RESOLVED**, that the Board of Yakima County Commissioners approves the request to provide miscellaneous payments for any exempt employee of the Prosecuting Attorney's Office charged with management of public records on behalf of the Yakima County Sheriff's office effective January 1, 2026 and lasting no more than three (3) months or March 31, 2026 or sooner if the Yakima County Sheriff's Office resumes full management of records requests as determined mutually by the Yakima County Prosecutor and the Yakima County Sheriff; **and**,

**BE IT FURTHER RESOLVED** by the Board of Yakima County Commissioners that the miscellaneous payments provide a \$1,500 payment each month effective July 1, 2025 and lasting no more than three (3) months, or March 31, 2026, or sooner if the Sheriff's office resumes full management of public records, as determined mutually by the Yakima County Prosecutor and the Yakima County Sheriff. All payments are subject to applicable taxes as stipulated by law.

**BE IT FURTHER RESOLVED** that the change shall be effective on the date indicated above and the Human Resources Department, County Auditor, and other affected departments be, and hereby are, directed to implement the terms of this resolution.

**DONE** this 13<sup>th</sup> day of January, 2026.

*Attest:*

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Julie Lawrence, Clerk of the Board *or*  
Erin Franklin, Deputy Clerk of the Board

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LaDon Linde, Chair

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Amanda McKinney, Commissioner

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Kyle Curtis, Commissioner  
*Constituting the Board of County Commissioners  
for Yakima County, Washington*

**BOARD OF YAKIMA COUNTY COMMISSIONERS**  
**RESOLUTION**  
**Exhibit "A"**

**Exempt Employee Miscellaneous Compensation**

**Purpose:**

Due to continued staffing issues in the Yakima County Sheriff's Office Records Division, the Sheriff is requesting assistance in approving "miscellaneous pay" in the amount of \$1,500 per month (\$750.00 per pay period) to compensate attorneys in the civil division of the Prosecuting Attorney's Office for work performed for YSO.

The Sheriff's Office General Fund budget will reimburse this cost in full.

**Background:**

During the last three years, the Sheriff's Office has been attempting to recruit and fill vacancies, specifically in the records division. This has been an ongoing and challenging process that has not resulted in successful, stable hires, with key employees submitting letters of resignation. While they have made some progress, training of the records staff is ongoing.

**Compensation and equity for work performed:**

The Sheriff's Office receives upwards of 180 plus records requests each month. The Civil Division of the Prosecuting Attorney's Office will take over the enormous task of trying to keep the Sheriff's office legally compliant under RCW 42.56, the Public Records Act.

Recently, changes in the Public Records Act Model Rules add additional work up front for the processing of these requests. The requests received continue to grow both in volume and complexity of the requests received. This change follows recent changes regarding more expansive redaction requirements under HB1934. The work and training of new staff need to be continued to ensure a seamless transition.

Exempt Attorney staff along with non-attorney professionals of the Prosecuting Attorney's Office, Civil Division, will take on this extra work and responsibilities to keep YSO legally compliant.

As authorized by Joseph Brusic, County Prosecutor, the Prosecuting Attorney's Office will, for a period of three (3) months, step in and manage this additional workload. This will be reassessed at the end of March, 2026.

**Payment:**

**Exempt Attorney Staff – January 1, 2026 through March 31, 2026:** \$750.00 per pay period (\$1,500 per month) payment is to be issued monthly effective January 1, 2026.

**Non-Exempt Attorney Staff:** time and effort will be tracked and paid as overtime, reimbursed by the Sheriff's Office.

**Duration:**

**Termination Date:** This provision will terminate March 31, 2026, or earlier. Monthly payments will last no more than three (3) months or earlier if the Sheriff's office resumes full management of public records, as determined by County Prosecutor and County Sheriff, or on recommendation by the Civil Attorney charged with performing the work.

**Tax Information:** All payments are subject to applicable taxes as stipulated by law.