

# 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 and Judy Kendall

Department: Human Resources

Requested Agenda Date: 10/03/2023

Presenting: Judy Kendall

*Board of County Commissioners Record Assigned*

# **242-2023**

**APPROVED FOR AGENDA:**

Consent       Regular

*Board of County Commissioners Determined*

Document Title:  
**IN THE MATTER OF ADDITIONS/DELETIONS TO BUDGETED POSITION IN DEPT. 020, AUDITOR ; FUND 426, PUBLIC SERVICES - UTILITIES; DEPT. 450 SUPERIOR COURT; DEPT. 410 PROSECUTING ATTORNEY - JUVENILE DIVISION; DEPT. 440 DISTRICT COURT**

Action Requested: *Check Applicable Box*

PASS RESOLUTION       EXECUTE or AMEND **AGREEMENT** CONTRACT or GRANT

ISSUE PROCLAMATION    PASS ORDINANCE    OTHER \_\_\_\_\_

Describe Fiscal Impact:

The changes will be funded from existing department budget levels for 2023 and 2024.

Background Information:

The position change requests are based on the budgeting and staffing needs of the respective departments.


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 ADDITIONS/DELETIONS  
TO BUDGETED POSITIONS IN DEPT 020,  
AUDITOR; FUND 426, PUBLIC SERVICES –  
UTILITIES; DEPT 450 SUPERIOR COURT;  
DEPT 410 PROSECUTING ATTORNEY -  
JUVENILE DIVISION; DEPT 440 DISTRICT  
COURT:**

**242-2023**

**WHEREAS**, the Board of Yakima County Commissioners has approved the request to establish Position No. 020-27, Financial Specialist I (B21), in Dept. 020 Auditor; reclassify Position No. 426-04, Utilities Maintenance Technician I (B23), to Utilities Maintenance Technician II (B24), reclassify Position No. 426-05, Utilities Maintenance Technician III (B25), to Utilities Maintenance Technician I (B23), in Fund 426, Public Services – Utilities; establish Position No. 450-59, Office Specialist I (B21), establish Position No. 450-58 Program Analyst I (C42), in Dept. 450 Superior Court effective September 16, 2023; reclassify Position No. 410-108 Office Specialist II (B22) to Office Specialist I (B21) in Dept. 410 Prosecuting Attorney – Juvenile Division; establish limited term position, full time Office Specialist I (B21) in Dept 440 District Court effective October 1<sup>st</sup> 2023 **now, therefore,**

**BE IT HEREBY RESOLVED** by the Board of Yakima County Commissioners that the following position be, and hereby is, added, deleted, and/or modified as follows:

FUND/DEPT	POS	FROM (TITLE)	RANGE	TO (TITLE)	RANGE
020 Auditor	020-27	New	New	Financial Specialist I	B21
426 Public Services	426-04	Utilities Maintenance Tech I	B23	Utilities Maintenance Tech II	B24
426 Public Services	426-05	Utilities Maintenance Tech III	B25	Utilities Maintenance Tech I	B23
450 Superior Court	450-59	New	New	Office Specialist I	B21
450 Superior Court	450-58	New	New	Program Analyst I	C42
410 Pros. Atty – Juv.	410-108	Office Specialist II	B22	Office Specialist I	B21
440 District Court	440-80	New	New	LT, FT Office Spec. I	B21

**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 3rd day of October 2023.

*Attest:*

\_\_\_\_\_  
LaDon Linde, Chair

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

\_\_\_\_\_  
Amanda McKinney, Commissioner

**BOARD OF YAKIMA COUNTY COMMISSIONERS  
RESOLUTION**

---

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