

**BEFORE THE BOARD OF HEALTH  
SPOKANE REGIONAL HEALTH DISTRICT**

**RESOLUTION #18-05**

RE: APPROVING THREE TEMPORARY ASSIGNMENTS EFFECTIVE NOVEMBER 1, 2018 TO ASSIST WITH THE TRANSITION AND ON-BOARDING PROCESS FROM THE CURRENT TO NEW ADMINISTRATOR AND AUTHORIZING MONETARY COMPENSATION FOR THE DESIGNATED STAFF FOR ADDITIONAL ASSIGNED WORK

WHEREAS, Torney Smith, Spokane Regional Health District Administrator, will retire from his position on January 17, 2018; and

WHEREAS, the Spokane Regional Health District Board of Health established a Board of Health Transition Committee consisting of five Board members to facilitate the transition to the new Administrator; and

WHEREAS, a need for continued leadership over Spokane Regional Health District is important for effective and uninterrupted work of the staff, the committee has reviewed the transition timeline and the remaining days the current Administrator will be available until his retirement, and;

WHEREAS, the process to hire a new Administrator will exceed the time the current Administrator will be employed by the Board of Health; and

WHEREAS, the scope of duties the Administrator performs is more than can be absorbed by one agency, the committee has determined a need for two designated staff to share the Administrator duties; and

WHEREAS, the committee has identified staff willing to assume and share the duties of the retiring Administrator and there is a need to train designated staff on their additional duties; therefore, the Board of Health wants the Administrator to have sufficient time to complete transition work; and

WHEREAS, the executive assistant to the Administrator has been asked to support the Board of Health Transition Committee requiring an assignment of additional duties; and

WHEREAS, additional duties assumed by the designated staff require appropriate compensation, the Board of Health Transition Committee has reviewed compensation options and recommends an increase in salary for each of the designated staff; and

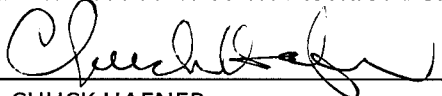
WHEREAS, the committee recommends the temporary assignments begin November 1, 2018; therefore, the committee also recommends compensation for said duties will begin on the same day and continue until further action of the Board of Health;

NOW THEREFORE, BE IT HEREBY RESOLVED Spokane Regional Health District Board of Health approves Mike Riley, Chief Administrative Officer, Ray Byrne, Environmental Public Health Division Director, and Ann Pitsnogle, Executive Assistant to the Administrator to assume temporary duties as assigned by the Board of Health or the Board of Health Transition Committee effective November 1, 2018 and continuing until further action of the Board of Health; and

NOW THEREFORE BE IT FURTHER RESOLVED the Chief Administrative Officer, Environmental Public Health Division Director, and executive assistant will be compensated with an increase of 10% in salary effective November 1, 2018 and continuing until further action of the Board of Health.

Approved this 25<sup>th</sup> day of October 2018 in Spokane, Washington

SPOKANE REGIONAL HEALTH DISTRICT BOARD OF HEALTH

  
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CHAIR, CHUCK HAFNER


**ABSENT**  
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VICE CHAIR, BREEAN BEGGS

**ABSENT**  
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KATE BURKE, COUNCILMEMBER

  
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JOSH KERNS, COMMISSIONER

  
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DONALD CONDON, BOARD MEMBER

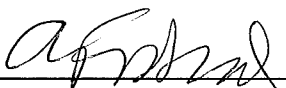
  
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MARY KUNEY, COMMISSIONER

  
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KEVIN FREEMAN, MAYOR

  
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KAREN STRATTON, COUNCILMEMBER

**ABSENT**  
\_\_\_\_\_  
AL FRENCH, COMMISSIONER

  
\_\_\_\_\_  
LINDA THOMPSON, COUNCILMEMBER

  
\_\_\_\_\_  
ANDREA FROSTAD, BOARD MEMBER

  
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BEN WICK, COUNCILMEMBER