

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
COMMISSIONER'S AUDITORIUM
SPECIAL MEETING**

TUESDAY

1:30 P.M.

AUGUST 15, 2017

Board members present: Chairman Paul Jewell; Vice-Chairman Laura Osiadacz and Commissioner Obie O'Brien.

Others: Julie Kjorsvik, Clerk of the Board; Jim Goeben, IT Director; Jerry Pettit, Auditor; Lisa Murray, Admin. Assistant; Doug Mitchell, Deputy Prosecutor; Jill Scheffer, Event Center Director; Mandy Buchholz, Deputy Clerk of the Board II; Lisa Young, Human Resource Director; and Stephanie Hartung, Deputy Prosecutor.

SPECIAL MEETING RECORDS MANAGEMENT SUB-COMMITTEE COMMISSIONERS

At 1:30 p.m. Chairman Jewell opened a Special Meeting to receive an update from the Records Management Sub-Committee relating to Boards, Committees and Commissions, noting that this was follow up from a Special Meeting on 3/15/17. He stated that the Board was provided a confidential work product/opinion from Deputy Prosecutor Mitchell and a Memorandum regarding the OPMA and how it applies to County Boards, Committees and Commissions (BC&C) for review in advance.

There was discussion on the two documents presented in advance. Chairman Jewell commented on a couple of inaccuracies in the Boards, Committees & Commissions matrix. Commissioner O'Brien inquired on what the status of the volunteers for the County Boards, Committees & Commissions using a County E-mail. There was discussion on the pro's & cons on the proposed solutions from the Prosecutor's Office. There was discussion on the members creating a specific e-mail address for all their work for the BC&C they represent.

Jim Goeben, IT Director stressed to the Board the BC&C members should not be "replying all" as it's violating the OPMA.

The Board stated that they would like policy drafted by IT and a Resolution drafted by the Prosecutor's Office. The Policy should reflect how the County BC&C members behave with e-mail, specifically that they do not reply all to the e-mails sent out by the BC&C Clerk(s) as e-mails are to be one way. The Prosecutor's Office was directed to draft a Resolution directing all BC&C appointed by the BoCC be subject to the OPMA as well as a Contract for the use of laptops issue to non-county employees.

Jim Goeben, IT Director was asked to the look into Google Docs for Government.

APPROVED
9-5-17

The meeting was adjourned at 2:23 p.m.

DEPUTY CLERK OF THE BOARD

Mandy Buchholz

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON



Paul Jewell, Chairman