

**COMMISSIONERS' MINUTES
KITTITAS COUNTY, WASHINGTON
COMMISSIONERS CONFERENCE ROOM
REGULAR MEETING**

MONDAY

9:00 A.M.

DECEMBER 17, 2018

Board members present: Chairman Laura Osiadacz and Commissioner Cory Wright. Excused: Vice-Chairman Obie O'Brien.

Others: Mandy Buchholz, Deputy Clerk of the Board II; Julie Kjorsvik, Clerk of the Board.

SPECIAL MEETING OFFICE STAFF MEETING COMMISSIONERS

At 9:00 a.m. Chairman Osiadacz opened the Office Administration meeting.

CALENDAR WEEK AT A GLANCE COMMISSIONERS

The Board of County Commissioners reviewed their weekly calendar.

PAF/VOUCHERS REVIEW OF PAF'S & VOUCHERS COMMISSIONERS

The Board of County Commissioners approved and signed County Employee Personnel Action Forms and Vouchers.

CORRESPONDENCE LOG REVIEW OF CORRESPONDENCE LOG COMMISSIONERS

The Board of County Commissioners reviewed the weekly Correspondence Log, a listing of all incoming mail and correspondence for the week ending December 14, 2018.

REQUEST BOCC CAR DETAIL COMMISSIONERS

Commissioner Wright stated that the inside of the BoCC car is very dirty and would like to get it detailed so that moving forward it remains clean for the Commissioners to use. Chairman Osiadacz stated that she was in support of the request. Commissioner Wright stated that he would work on getting it done.

DISCUSSION MINUTES POLICY COMMISSIONERS

Julie Kjorsvik, Clerk of the Board presented the Board with an updated minute's policy for their consideration. She reviewed the changes as previously discussed.

Commissioner Wright moved to approve the Meeting Minutes Policy as presented. Chairman Osiadacz seconded. Motion carried 2-0.

APPROVED
1/2/19

DISCUSSION

FACEBOOK WEEKLY POSTS

COMMISSIONERS

The Board decided for the week of 12-17-2018 they would post on the BoCC Facebook Page a reminder that the BoCC Office would be closed on 12/21/18.

UPDATE

BOCC/DEPARTMENT HEAD REPORTS

COMMISSIONERS

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis. This was determined at a Special Meeting with the Board of County Commissioners held on June 18, 2009. Each Commissioner reviewed discussions held with their respective departments and exchanged details of those meetings. On January 3, 2011 the Board determined it would be beneficial to alternate Commissioners that will oversee the different Department Head's on an annual basis. They determined at the end of 2013 they would review the various committees they participate in and provide beneficial updates to the Board as needed during this time as well.

OTHER BUSINESS - N/A

Meeting adjourned at 9:40 a.m.

DEPUTY CLERK OF THE BOARD

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Mandy Buchholz


Laura Osiadacz, Chairman