

**COMMISSIONERS' MINUTES
KITTITAS COUNTY, WASHINGTON
WEBEX
SPECIAL MEETING**

TUESDAY

4:00 P.M.

JUNE 1, 2021

Board members present via Webex: Chairman Brett Wachsmith, Vice-Chairman Laura Osiadacz, and Commissioner Cory Wright.

Others via Webex: Taylor Crouch, Administrative Assistant; Lisa Young, HR Director; Tristen Lamb, Public Health Administrator; Dr. Mark Larson, Health Officer; Chris Horner, DPA III; and 1 member of the public.

SPECIAL MEETING

HR UPDATES

COMMISSIONERS

At 4:00 p.m. Chairman Wachsmith opened a Special Meeting to discuss vaccination reporting policies and signage.

POLICY/PROCEDEURE AND ATTESTATION FORM FOR FULLY VACCINATE EMPLOYEES

HR Director, Lisa Young reviewed the proposed policy for the Board to review. The policy was drafted in conjunction with Tristen Lamb, Public Health Administrator and Chris Horner, DPA III. The Department Head and Elected Officials would be in charge of ensuring that employees who are no longer wearing masks have proof of vaccination. HR will maintain a master list and will be filed as part of employee medical records which is not accessible through PDRS. If Department Heads or Elected Officials choose to keep their own copies of the same information they should reach out to their DPA and HR to ensure the records are being stored properly. The Board agreed that the attestation form would be the method of vaccination proof. The Board gave direction to send the policy changes to Management Team before releasing the information to all County employees.

SIGNAGE

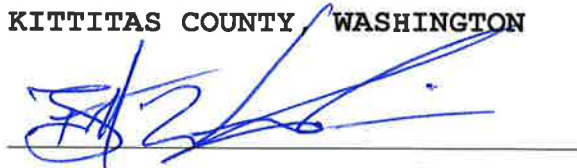
The Board agreed that the signage provided by HR was efficient. The policies will go into effect as of 6/2/21.

Meeting adjourned at 9:08 a.m.

ADMINISTRATIVE ASSISTANT

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY WASHINGTON**





06/01/21 MINUTES

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APPROVED

6/15/21

Taylor Crouch

Brett Wachsmith, Chairman