

**COMMISSIONERS' MINUTES
KITTTITAS COUNTY, WASHINGTON
BOCC CONF. ROOM
REGULAR MEETING**

MONDAY

11:00 A.M.

NOVEMBER 28, 2022

Board members present: Chairman Laura Osiadacz; Vice-Chairman Cory Wright; Commissioner Brett Wachsmith.

Others: Doug Fessler, IT Director; Zane Kinney, Application Development Manager; Chelsey Pedersen, Application Developer; Chris Horner, Deputy Prosecuting Attorney.

REGULAR MEETING

IT STUDY SESSION

COMMISSIONERS

At 11:00 a.m. Chairman Osiadacz opened the Information Technology Study Session.

CITIZEN COMMENTS

There were no citizen comments.

UPDATE

IT STAFFING PLAN

IT

Director Fessler updated the Board regarding the staffing situation in the IT Department. IT is currently staffed at 66% with many critical positions unfilled. In the near future, Mr. Fessler will be looking to create positions for junior systems and network roles, an operations manager, and an administrative assistant. Zane Kinney's job description and/or title will be modified to formally recognize him as the IT Assistant Director. Multiple options are being considered for addressing the vacant GIS Coordinator position including recruiting candidates in the GIS field, contracting with an outside consulting service, and/or developing existing staff's skills to the level required of the position.

Commissioner Wright asked if the IT Department would be able to utilize outside consulting services to assist with other key functions until the department is fully staffed. Mr. Fessler responded that some tasks require an advanced understanding of the Kittitas IT environment but that there may be consultation hours that can be purchased from a few of the vendors with which the department already contracts. Mr. Kinney also commented that IT is currently employing a project specialist for certain system administration duties.

EXECUTIVE SESSION

IT

At 11:22 a.m. Chairman Osiadacz announced the Board would recess into Executive Session for ten minutes pursuant to RCW 42.30.110(a)(ii) to consider, if in compliance with any required data security breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments and security test results to the extent that they identify specific system vulnerabilities, and other information that if made public may increase the risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets. No action anticipated.

At 11:34 a.m. the Board reconvened out of Executive Session. No action was taken.

At 11:34 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session for ten minutes pursuant to RCW 42.30.110(a)(ii) to consider, if in compliance with any required data security breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments and security test results to the extent that they identify specific system vulnerabilities, and other information that if made public may increase the risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets. No action anticipated.

At 11:45 a.m. the Board reconvened out of Executive Session. The Board directed Staff to provide a prioritized list of all active security and departmental projects. Chairman Osiadacz will then advise county departments that projects relating to cyber security will take priority.

OTHER BUSINESS

BUDGET FOLLOW-UP

IT

In a previous meeting regarding IT's preliminary budget, the Board asked about a decrease in software costs from the 2022 budget to the proposed 2023 budget. Mrs. Pedersen informed the Board that after researching the issue, there were two main contributing factors. Certain one-time software expenses that occurred in 2022 would not be applicable in 2023 and a few software contracts had been cancelled for 2023.

MEETING CONCLUSION

COMMISSIONERS

At 11:47 a.m. Chairman Osiadacz concluded the Information Technology Study Session.

INFORMATION TECHNOLOGY DIRECTOR



Doug Fessler, IT Director

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Laura Osiadacz, Chair