

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

MONDAY

9:00 A.M.

AUGUST 29, 2011

Board members present: Chairman Paul Jewell; Commissioner Obie O'Brien. Excused: Vice-Chairman Alan Crankovich.

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

REGULAR MEETING

OFFICE STAFF MEETING

COMMISSIONERS

At 9:00 a.m. Chairman Jewell 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 August 26, 2011.

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.

OTHER BUSINESS (Noting Patti Johnson was in attendance for this portion of the meeting)

Commissioner O'Brien stated that he had been approached by Deanna Panattoni, Treasurer. He explained that she was expressing concerns about how their office was notified of the evacuation of her wing in

the Courthouse due to the Jail Project. He reminded her that it was being done as a safety precaution for the whole wing since there will be heavy equipment being lifted overhead. Ms. Johnson indicated that she gave the affected portion of Courthouse and Jail a weeks' notice and since the last evacuation was handled in the same manner she was not aware that she needed to do anything different. The Board agreed that it is still most appropriate for Ms. Johnson to notify affected departments, however they would like her to do a press release noting that there will be lunch time closures. She was also directed to place some signs around the building.


Meeting adjourned at 9:40 a.m.

DEPUTY CLERK OF THE BOARD



Mandy Robinson

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Paul Jewell, Chairman