

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

MONDAY

9:00 A.M.

AUGUST 2, 2010

Board members present: Chairman Mark McClain; Vice-Chairman Paul Jewell; Commissioner Alan Crankovich.

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

REGULAR MEETING	OFFICE STAFF MEETING	COMMISSIONERS
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At 9:00 a.m. Chairman McClain opened the Office Administration meeting.

CALENDAR	WEEK AT A GLANCE	COMMISSIONERS
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The Board of County Commissioners reviewed their weekly calendar.

PAF/VOUCHERS	REVIEW OF PAF'S & VOUCHERS	COMMISSIONERS
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The Board of County Commissioners approved and signed County Employee Personnel Action forms and vouchers.

CORRESPONDENCE LOG	REVIEW OF CORRESPONDENCE LOG	COMMISSIONERS
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The Board of County Commissioners reviewed the weekly Correspondence Log, a listing of all incoming mail and correspondence for the week ending July 30, 2010.

UPDATE	BOCC/ DEPARTMENT HEAD REPORTS	COMMISSIONERS
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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.

OTHER BUSINESS - Commissioner McClain noted that at the end of the meeting he would like a five minute executive session to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140 (4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or

APPROVED
8/17/2010

discharging or disciplining an employee, that action shall be taken in a meeting open to the public. No action was anticipated.

REQUEST

BUDGET UPDATE & DISCUSSION

INFORMATION SERVICES

Duke Senter, Information Services Director explained that the 2010 maintenance budget for backup software is nearly \$26,000. A change in the maintenance program by their vendor resulted in substantial savings nearly \$23,000. He indicated that they had gone through and double-checked, verified, purchased, and installed the maintenance licenses for 2010. He confirmed they are actual savings. He outlined some options of how to invest the savings. Proposal #1- would be for the Upper District Court router to be replaced. Cost: \$1700. Proposal #2- Employee development and cross-training: He explained that there has been discussion on developing Davis Steffens to be cross-trained for some duties of the System Administrator position. He will need 2 classes this year to accomplish that. Duke explained that with Sterling Barlow having been hired to replace Bryan Clark, he felt he had considerable experience and training, but will probably need an update on his exchange server training which would cost: \$8,300.00. Proposal #3- Duke indicated there will be needs in 2011 that he plans to budget for, however they can be addressed now if the Board so chooses those being cell phone rotation: \$1,450.; Network Security Module: \$4,800. He indicated that if all items were purchased they would still have a 2010 budget savings of \$8,400.00.

The Board approved both proposal #1 & #2 however there is to be a caveat with proposal #2 pertaining to a reimbursement agreement with the Employee and the County for training, and on proposal #3 the Board has asked to wait for additional information pertaining to the cell phones, but approved the Network Security Module. The Board directed Duke to work with Human Resources to draft an agreement & forward it to them for review.

RESIGNATION

CATHY BAMBRICK

PUBLIC HEALTH

Commissioner McClain indicated that he had received a formal resignation from Cathy Bambrick, Public Health Administrator. He indicated that he just wanted to be sure the whole Board had seen the resignation and confirm with them that they are okay with her taking her scheduled vacation time that she had approved prior to her departure. He noted her last day would be Friday September 3, 2010. The Board was fine with the vacation approval staying in place.

SPECIAL MEETING

EXECUTIVE SESSION

COMMISSIONERS

At 9:55 a.m. **Chairman McClain** opened a special meeting and announced the Board would retire into Executive Session for five minutes to

evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140 (4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. No action was anticipated.

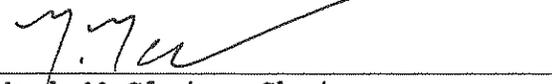
At 10:00 a.m. the Board reconvened from Executive Session. No action was taken.

Meeting adjourned at 10:00 a.m.

DEPUTY CLERK OF THE BOARD


Mandy Robinson

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON


Mark McClain, Chairman