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

MONDAY **9:00 A.M.** **JULY 11, 2011**

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

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

REGULAR MEETING **OFFICE STAFF MEETING** **COMMISSIONERS**

At 9:00 a.m. Vice-Chairman Crankovich 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 July 8, 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-

Meeting adjourned at 9:40 a.m.

KITTITAS COUNTY COMMISSIONERS

APPROVED
7/19/2011

DEPUTY CLERK OF THE BOARD

Mandy Robinson

Mandy Robinson

KITTITAS COUNTY, WASHINGTON

Alan Crankovich, Vice-Chairman