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

MONDAY **9:00 A.M.** **SEPTEMBER 26, 2011**

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

Others: Mandy Robinson, Deputy 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 September 23, 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 - NONE

Meeting adjourned at 9:40 a.m.

KITTITAS COUNTY COMMISSIONERS
DEPUTY CLERK OF THE BOARD **KITTITAS COUNTY, WASHINGTON**

APPROVED
10/4/2011

Mandy Robinson

Mandy Robinson

Paul Jewell, Chairman