

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
COMMISSIONER'S CONFERENCE ROOM
SPECIAL MEETING**

TUESDAY

11:00 A.M.

NOVEMBER 06, 2012

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

Others: Mandy Robinson, Deputy Clerk of the Board; Lisa Young, Human Resource Director; Kirk Holmes, Public Works Director; Paul Sander, Deputy Prosecutor; Jim Van De Venter, Maintenance Manager.

SPECIAL MEETING

FOLLOW UP-DPW SECURITY

COMMISSIONERS

At 11:05 a.m. Vice-Chairman O'Brien opened a Special Meeting to follow up on a previous Special Meeting held on October 22, 2012 to discuss the recent security breach at the Lower County Shop and what changes staff has made to correct breach's similar in nature to ensure they don't happen again.

Kirk Holmes, Public Works Director stated that they are currently waiting for formal documentation from their insurance and as of right now they only have verbal commitment. He stated that they have conducted a site visit where the incident took place and have reviewed the police report. He indicated that they have verbally indicated that the bucket truck will be paid for and replaced.

Jim Van De Venter, Maintenance Manager stated that they are no longer leaving keys in equipment within in the locked yard and that goes for both Lower County and Upper County Shops. He stated when they met with the insurance company they indicated that there are a lot of agencies that still operate with that same procedure. He stated that Kelly Carlson, Administrative Assistant sent a memo with an outline of the new procedures to staff. Mr. Van De Venter stated that the keys are locked up each night, but each piece of equipment's company has universal keys, however newer equipment is coming out with a code instead of a key. There was discussion on how locks are replaced if someone loses a key. Mr. Van De Venter explained that the operators all have a key to access the equipment key box, and the key is the same that is used at the County pits so if they have to replace a lock it is only the core and not the entire lock. There was discussion on having GPS in equipment so they can be tracked. Mr. Holmes indicated that they are doing that as the GPS units are available. Lisa Young, HR Director questioned if the Union's had received notice regarding the equipment being updated to having GPS units in them.

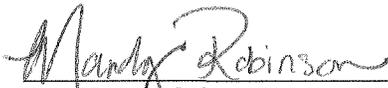
Commissioner O'Brien expressed his personal displeasure with the event, but indicated he was pleased with the changes being implemented and felt they were a good start. Mr. Holmes assured Commissioner O'Brien that he wasn't alone in his displeasure of the event. Mr. Van De Venter stated they are having additional lights put in the yard but any major changes will have to go out for bid. Mr. Holmes stated that in 2013 the Public Works Department intends to invest in some facilities analysis and look at re-locating the fleet from the Lower County Shop.

Commissioner O'Brien questioned what the cost and turnaround time would be in getting a new bucket truck. Ms. Young stated that they will have to pay the \$5,000.00 deductible prior to being reimbursed. Mr. Van De Venter stated that they will go out for bid as soon as they can however in the meantime they are looking for a bucket truck they can rent/lease, but they are all being called out to help with the damage on the east coast from Hurricane Sandy.

The meeting was adjourned at 11:25 a.m.

DEPUTY CLERK OF THE BOARD

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Mandy Robinson



Obie O'Brien, Vice-Chairman