

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

**MONDAY**

**9:00 A.M.**

**DECEMBER 3, 2012**

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

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 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 November 30, 2012.

**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.

**DIRECTION**

**BOCC-SECURITY DOOR**

**COMMISSIONERS**

Staff requested direction on whether or not the Board would support a safety/security door being built in off of the back storage room area (behind Clerk of the Board & opposite wall of BoCC Auditorium). They explained the reasons behind the request and explained that

**APPROVED**  
**12/18/2012**

Chairman Crankovich presented the idea to the Security Committee and they were in support of seeking options to pursue the request.

#### **EXECUTIVE SESSION**

#### **COMMISSIONERS**

At 9:21 a.m. Chairman Crankovich announced the Board would recess into an Executive Session for 10 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 9:31 a.m. the Board reconvened out of Executive Session. No action was taken.

At 9:31 a.m. Chairman Crankovich opened a Special Meeting and announced the Board would recess into an Executive Session for 5 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 9:36 a.m. the Board reconvened out of Executive Session. No action was taken.

#### **OTHER BUSINESS**

Commissioner O'Brien stated that he had been selected as the 2013 Chairman of QUADCO.

Commissioner Jewell updated the Board on the recent flood exercise he participated in and stated that he would be going to Olympia this week and taking office staff. He explained that he also had a discussion last week with Brad Banks to discuss Public Health funding.

Meeting adjourned at 10:00 a.m.

DEPUTY CLERK OF THE BOARD

  
\_\_\_\_\_  
Mandy Robinson

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

  
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Alan Crankovich, Chairman