

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

**TUESDAY**

**10:00 AM**

**SEPTEMBER 23, 2014**

Board members present: **Paul Jewell, Gary Berndt (Obie O'Brien absent)**

**Others: Lisa Young, Robin Read**

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**REGULAR MEETING**

**COMMISSIONERS**

- 1) Call to Order - 10:15 AM
- 2) Request to Approve a Resolution Adopting a Kittitas County Wellness Policy - HR Director Young presented a Resolution to adopt a Kittitas County Wellness Policy. She indicated that she believed the Board had already seen the policy. The Public Health Department had worked with HR via the Employee Input Committee, and the policy had also been presented to the Board of Health and Board of Health Advisory Committee to gain their support. She asked that the Board approve the Resolution as presented, noting that the policy document attached had a couple of grammatical errors she wanted to fix, and she would then attach a corrected document. Commissioner Berndt moved to approve the Resolution as presented; Commissioner Jewell seconded. As a point of discussion, Public Health Administrator Read stated that the policy had not actually been presented to the Board of Health Advisory Committee. On that note, Commissioner Jewell moved to amend the prior motion to allow removal of the Board of Health Advisory Committee from the Resolution; Commissioner Berndt seconded; the motion carried 2:0. Commissioner Jewell then moved to approve the Resolution as amended; Commissioner Berndt seconded. No further discussion occurred; the motion carried 2:0.
- 3) Safety - Discuss Policy Regarding Small Office/Kitchen Appliances - HR Director Young stated this was placed on the agenda as a follow-up to the recent evacuation. For discussion purposes, she posed the question of whether or not the Board wanted to consider a central location for all food-related appliances, such as microwaves, toasters, etc., stating that there is a break room downstairs. She

**APPROVED**

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then indicated she thought there would be a lot of push-back from departments if we did this, because most offices at least have a microwave, if not additional items. The problem stems from employees who cook food but do not monitor the status, which could lead to an evacuation and lost staff time. The Board recommended that Director Young draft a memo for Chair signature reminding all employees to not leave cooking food unattended.

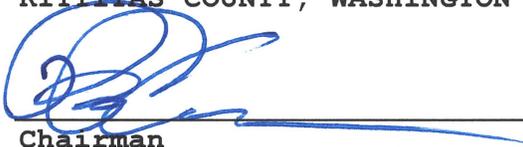
- 4) HR Closure September 25 - WCIF Annual Renewal Meeting - HR Director Young notified the Board that HR would be closed on the 25<sup>th</sup> so she and staff could attend the annual WCIF renewal meeting in preparation for open enrollment. She noted that Accountant Childs would also be attending from the Auditor's Office.
- 5) Other Business - HR Director did not have anything to report; Commissioner Berndt stated he would be scheduling the next reorganization meeting in the near future and had invited Director Young to participate.
- 6) Adjourn - 10:30 AM



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Lisa Young

**KITTITAS COUNTY  
COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



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Chairman