# COMMISSIONERS' MINUTES KITTITAS COUNTY, WASHINGTON CONF. ROOM REGULAR MEETING

MONDAY

9:00 A.M.

**AUGUST 21, 2023** 

Board members present: Chairman Cory Wright; Vice-Chairman Brett Wachsmith; Commissioner Laura Osiadacz.

Others: Mandy Buchholz, Office Administrator; Julie Kjorsvik, Clerk of the Board; Kate Jimenez, Administrative Assistant; Debbie Stanavich, Administrative Assistant; Jennifer Golladay, Tax Collection Deputy; Eileen Murphy, Public Defense Director.

REGULAR MEETING

OFFICE STAFF MEETING

COMMISSIONERS

At 9:00 a.m. Chairman Wright 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 August 18, 2023.

DIRECTION

WELLNESS FUND - DECISION

COMMISSIONERS

Staff explained to the Board that some changes have occurred with the Wellness fund deposits and in that process, it has eliminated the deposits going into the fund, due to the Auditor's Office stopping processing the deposits. Staff explained that this has been budgeted for calendar year 2023 and to their knowledge there had been no direction to stop the deposits. The Board tasked Chairman Wright with sending the Auditor's Office notice to reinstate the fund and retroactively make the deposits. They also indicated that they wanted to look into increasing the contribution during the 2024 budget planning process.

REQUEST

LEADERSHIP KC

COMMISSIONERS

Commissioner Wachsmith moved to approve Eileen Murphy, Office of Public Defense Director to attend the 2023-2024 Leadership Kittitas County Program. Commissioner Osiadacz seconded. Motion carried 3-0.

## RATIFY CENTER FOR INTERNET SECURITY COMMISSIONERS

Commissioner Wachsmith moved to approve and ratify Chair signature on a Purchase Order between Kittitas County and Center for Internet Security Inc., in the amount of \$33,000.00, noting it was to be reimbursed by the Auditor's Office. Commissioner Osiadacz seconded. Motion carried 3-0.

#### DISCUSSION

#### COMMUNICATIONS OFFICE

COMMISSIONERS

Mandy Buchholz, Office Administrator, asked the Board if they would like Staff to begin getting the old Communications Office set up to be a small conference room as previously mentioned. She stated if that is the direction they would like to go to, Staff can order what is needed and then send out notice to Departments about this 3<sup>rd</sup> space. The Board directed Staff to begin preparing the room for use and notify Departments once it's ready.

### DIRECTION

### TOWN HALL AGENDA

COMMISSIONERS

Mandy Buchholz, Office Administrator, asked the Board if they were done modifying their power point for the Town Hall Agenda's next month. She stated if they wanted to make any changes to the meeting Agenda now would be the time. The Board stated they would like to just publish the Power Point as is, and no changes to the Agenda.

## APPOINT PAMELA TUGGLE MILES - LAW & JUSTICE COMMISSIONERS

Commissioner Wachsmith moved to appoint Pamela Tuggle Miles to the Kittitas County Law & Justice Council in the Member At Large position, effective immediately and ending on 12/31/2023, and to authorize Chair's signature on a letter of appointment. Commissioner Osiadacz seconded. Motion carried 3-0.

## DISCUSSION COUNTY FACEBOOK COMMISSIONERS

The Board determined that for the week of August 21, 2023, they would post on their Facebook page the following: Air Quality Press Release; Shuttle for Fair route and reminder that Veterans get in to the Fair for free, as well as an additional post to develop around the need for volunteers in the County with links to groups that are looking for volunteers.

## UPDATE BOCC/ DEPARTMENT HEAD REPORTS CO

COMMISSIONERS

Each Commissioner was assigned three different Department Heads to

meet with on a weekly basis for the year. The assignments for 2023 were determined at the Board of County Commissioners Office Admin meeting earlier on and they will continue to provide updates at future meetings.

Each Commissioner reviewed discussions held with their respective departments and exchanged details of those meetings.

#### UPDATES

## BOCC/WHITE BOARDS

COMMISSIONERS

The Board reviewed their updates/edits to each of their white boards.

# OTHER BUSINESS/GENERAL UPDATES

There were general updates on meetings & conversations that the Board participated in, individually over the past week.

Meeting concluded at 10:00 a.m.

OFFICE ADMINISTRATOR

KITTITAS COUNTY COMMISSIONERS KITTITAS COUNTY, WASHINGTON

Cory Wright, Chairman