

Kittitas County
Public Health Office

Agenda Staff Report

AGENDA DATE:

12/6/2011

ACTION REQUESTED:

The Board of County Commissioners adopt the Resolution Requeusting Adoption of Change of Hours at the Kittitas County Public Health Department for December 14, 2011.

BACKGROUND:

The health department has closed for one day a year for the purging of office records to the Washington State Archives or destroying them.

INTERACTION:

The Board of Health approved the office closure at the Novemeber 9, 2011 Board of Health meeting.

RECOMMENDATION:

The Board of County Commissioners approves closing the office on December 14, 2011 to meet archiving requirements.

HANDLING:

Send copy/notification of the approved Resolution to the Public Health Department

LEAD STAFF:

Candi Blackford