Those present: Perry Huston, Alan Crankovich, David Bowen, Julie Kjorsvik, and Shannon Carlson.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION</th>
<th>FOLLOW-UP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review/Update Commissioner's Schedule</td>
<td>REVIEWED/UPDATED</td>
<td>SHANNON</td>
</tr>
<tr>
<td>PAF &amp; Voucher approval</td>
<td>PAF’S SIGNED/VOUCHERS ON SPECIAL MEETING TUESDAY AT 4:00 PM</td>
<td>JULIE</td>
</tr>
<tr>
<td>James Whitmire request to withdrawal his resignation from the Substance Abuse Board</td>
<td>PERRY TO DRAFT LETTER</td>
<td>PERRY</td>
</tr>
<tr>
<td>Review Correspondence Log</td>
<td>REVIEWED</td>
<td>SHANNON</td>
</tr>
</tbody>
</table>
7 June 2005

Board of County Commissioners

After much thought and consideration and at the request of several ASAAB members I am withdrawing my resignation from the ASAAB.

Thank you, James K. Whitmire

cc: ASAAB
    County Coordinator
**SECTION 1: EMPLOYEE (COMPLETE IN FULL)**

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>Omans</th>
<th>FIRST NAME</th>
<th>Robert</th>
<th>JOB TITLE</th>
<th>Plans Examiner</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT NAME</td>
<td>CDS</td>
<td>BUDGET NUMBER</td>
<td>140151001</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SECTION 2: CURRENT STATUS (COMPLETE IN FULL)**

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>Omans</th>
<th>FIRST NAME</th>
<th>Robert</th>
<th>JOB TITLE</th>
<th>Plans Examiner</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEPARTMENT NAME</td>
<td>CDS</td>
<td>BUDGET NUMBER</td>
<td>140151001</td>
<td></td>
<td></td>
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</table>

**SECTION 3: TYPE OF ACTION**

<table>
<thead>
<tr>
<th>EMPLOYEE ACTION</th>
<th>TYPE OF SEPARATION</th>
<th>REASON FOR SEPARATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEW HIRE</td>
<td>DISCHARGE (D)</td>
<td>PERFORMANCE (P)</td>
</tr>
<tr>
<td>RE-HIRE</td>
<td>RESIGNATION (Q)</td>
<td>ATTENDANCE (A)</td>
</tr>
<tr>
<td>MERIT / STEP</td>
<td>RETIRED (R)</td>
<td>CONDUCT (C)</td>
</tr>
<tr>
<td>POSITION CHANGE</td>
<td>LAID OFF (L)</td>
<td>OTHER EMPLOYMENT (E)</td>
</tr>
<tr>
<td>BUDGET CHANGE</td>
<td>FAIL PROBATION (P)</td>
<td>PERSONAL (L)</td>
</tr>
<tr>
<td></td>
<td>OTHER (O)</td>
<td>OTHER (O)</td>
</tr>
</tbody>
</table>

**SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)**

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNIION</th>
<th>BASE WAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$3548</td>
</tr>
</tbody>
</table>

**SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)**

<table>
<thead>
<tr>
<th>DEPARTMENT HEAD / ELECTED OFFICIAL</th>
<th>DATE</th>
<th>BUDGET / PAYROLL</th>
<th>DATE</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>COMMISSIONER #1</th>
<th>DATE</th>
<th>COMMISSIONER #2</th>
<th>DATE</th>
<th>COMMISSIONER #3</th>
<th>DATE</th>
</tr>
</thead>
</table>

**COMMENTS** (include work schedule if position is less than full-time):

Position will be 5/19/97.

**RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION**

Updated: 04/06/04

FOR HR USE: Eval Date 2/26/05 Eval Rating (IE - ID) FEE 2/5 Initial
**KITTITAS COUNTY PERSONNEL ACTION FORM (PAF)**

### SECTION 1: EMPLOYEE (COMPLETE IN FULL)

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>EMPLOYEE #</th>
<th>HIRE DATE</th>
<th>ADJ. HIRE (if different)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eason</td>
<td>Justine</td>
<td>E1233</td>
<td>2-25-99</td>
<td></td>
</tr>
</tbody>
</table>

### SECTION 2: CURRENT STATUS (COMPLETE IN FULL)

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cadastral Tech. II</td>
<td>3225</td>
<td>20</td>
<td>$2372</td>
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</table>

<table>
<thead>
<tr>
<th>DEPARTMENT NAME</th>
<th>FOR HR USE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Pers 1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OTHER COMP. (describe in &quot;comments&quot;)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Longevity</td>
</tr>
<tr>
<td>Allowance</td>
</tr>
<tr>
<td>2nd Position</td>
</tr>
</tbody>
</table>

### SECTION 3: TYPE OF ACTION

**EMPLOYEE TYPE**
- [ ] FULL-TIME (1)
- [ ] PART-TIME (2)
- [ ] LIMITED PART-TIME (3)
- [ ] TEMPORARY (4)
- [ ] CASUAL (5)
- [ ] SEASONAL (6)
- [ ] PROJECT (7)
- [ ] WORK STUDY (8)
- [ ] VOLUNTEER (9)

**EMPLOYEE ACTION**
- [ ] NEW HIRE
- [ ] RE-HIRE
- [ ] MERIT / STEP
- [ ] POSITION CHANGE (Describe Below)
- [ ] BUDGET CHANGE (Describe Below)
- [ ] LEAVE (List Type Below)
- [ ] TERMINATION (Provide Separation Info)
- [ ] OTHER (Describe Below)

**TYPE OF SEPARATION**
- [ ] DISCHARGE (D)
- [ ] RESIGNATION (Q)
- [ ] RETIRED (R)
- [ ] LAID OFF (L)
- [ ] FAIL PROBATION (P)
- [ ] OTHER (O)

**REASON FOR SEPARATION**
- [ ] PERFORMANCE (P)
- [ ] ATTENDANCE (A)
- [ ] CONDUCT (C)
- [ ] OTHER EMPLOYMENT (E)
- [ ] PERSONAL (L)
- [ ] OTHER (O)

- [ ] Eligible For Rehire
- [ ] Ineligible For Rehire

**COMMENTS** (include work schedule if position is less than full-time):

Per union contract, Local 792-CH, step increase at position date.

### SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td>$2639</td>
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</tbody>
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<table>
<thead>
<tr>
<th>DEPARTMENT NAME</th>
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<tbody>
<tr>
<td></td>
<td>Pers 1</td>
</tr>
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</table>

<table>
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<tbody>
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<tr>
<td>Allowance</td>
</tr>
<tr>
<td>2nd Position</td>
</tr>
</tbody>
</table>

### SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)

<table>
<thead>
<tr>
<th>DEPARTMENT HEAD / ELECTED OFFICIAL</th>
<th>DATE</th>
<th>BUDGET/PAYROLL</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>HUMAN RESOURCES</th>
<th>DATE</th>
<th>COMMISSIONER #1</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMMISSIONER #2</th>
<th>DATE</th>
<th>COMMISSIONER #3</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION**

Updated: 04/06/04

FOR HR USE: Eval Date ____ Eval Rating (IE - ID - S - AA - S) Initial ____
KITTITAS COUNTY PERSONNEL ACTION FORM (PAF)

SECTION 1: EMPLOYEE (COMPLETE IN FULL)

LAST NAME: Glenn
FIRST NAME: Dana
EMPLOYEE #: G0209
HIRE DATE: 3-15-93

SECTION 2: CURRENT STATUS (COMPLETE IN FULL)

JOB TITLE: Appraiser IV
OCCUP. CODE: 2104
UNION: 10
BASE WAGE: $3798

DEPARTMENT NAME: Assessor

BUDGET NUMBER:
A. 51001

PERCENTAGE:
A. 100

% OF FULL TIME:

FTE WAGE (IF < 100%): $

SECTION 3: TYPE OF ACTION

EMPLOYEE TYPE
- FULL-TIME (1)
- PART-TIME (2)
- LIMITED PART-TIME (3)
- TEMPORARY (4)
- CASUAL (5)
- SEASONAL (6)
- PROJECT (7)
- WORK STUDY (8)
- VOLUNTEER (9)

EMPLOYEE ACTION
- NEW HIRED
- RE-HIRE
- MESS / STEP
- POSITION CHANGE (Describe Below)
- BUDGET CHANGE (Describe Below)
- TERMINATION (Provide Separation Info)
- OTHER (Describe Below)

TYPE OF SEPARATION
- DISCHARGE (D)
- RESIGNATION (Q)
- RETIRED (R)
- LAID OFF (L)
- FAIL PROBATION (P)
- OTHER (O)

REASON FOR SEPARATION
- PERFORMANCE (P)
- ATTENDANCE (A)
- CONDUCT (C)
- OTHER EMPLOYMENT (E)
- PERSONAL (L)
- OTHER (O)

COMMENTS (include work schedule if position is less than full-time):
Per union contract, Local 21-CH, step increase at position date.
21-58

SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)

JOB TITLE: Appraiser IV
OCCUP. CODE: 2104
UNION: 10
BASE WAGE: $3892

DEPARTMENT NAME: Assessor

BUDGET NUMBER:
A. 

PERCENTAGE:
A. 

% OF FULL TIME:

FTE WAGE (IF < 100%): $

SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)

RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION

Updated: 04/06/04
FOR HR USE: Eval Date____ Eval Rating (IE – ID – S – AA – S) Initial____
**SECTION 1: EMPLOYEE (COMPLETE IN FULL)**

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>EMPLOYEE #</th>
<th>HIRE DATE</th>
<th>ADJ. HIRE (if different)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allphin</td>
<td>Edna</td>
<td>A0093</td>
<td>6-21-04</td>
<td></td>
</tr>
</tbody>
</table>

**JOB TITLE**

Personal Property Deputy

**OCCUP. CODE**

3224

**UNION**

20

**BASE WAGE**

$1982

---

**SECTION 2: CURRENT STATUS (COMPLETE IN FULL)**

<table>
<thead>
<tr>
<th>DEPARTMENT NAME</th>
<th>BUDGET NUMBER</th>
<th>PERCENTAGE</th>
<th>% OF FULL TIME</th>
<th>FTE WAGE (IF &lt; 100%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessor</td>
<td>A. 5100T</td>
<td>A.</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>B.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**POSITION DATE**

6-21-04

**DEPARTMENT NAME**

Assessor

**FOR HR USE**

- Pers 1
- Pers 2
- Pers 3
- Leave 1
- Leave 2
- Ineligible
- 90-Day Period

**OTHER COMP. (describe in "comments")

- Longevity
- Stipend
- Other

---

**SECTION 3: TYPE OF ACTION**

<table>
<thead>
<tr>
<th>EMPLOYEE TYPE</th>
<th>EMPLOYEE ACTION</th>
<th>TYPE OF SEPARATION</th>
<th>REASON FOR SEPARATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>FULL-TIME (1)</td>
<td>NEW HIRE</td>
<td>DISCHARGE (D)</td>
<td>PERFORMANCE (P)</td>
</tr>
<tr>
<td>PART-TIME (2)</td>
<td>RE-HIRE</td>
<td>RESIGNATION (Q)</td>
<td>ATTENDANCE (A)</td>
</tr>
<tr>
<td>LIMITED PART-TIME (3)</td>
<td></td>
<td>RETIRED (R)</td>
<td>CONDUCT (C)</td>
</tr>
<tr>
<td>TEMPORARY (4)</td>
<td>MERIT / STEP</td>
<td>LAID OFF (L)</td>
<td>OTHER EMPLOYMENT (E)</td>
</tr>
<tr>
<td>CASUAL (5)</td>
<td>POSITION CHANGE (Describe Below)</td>
<td>FAIL PROBATION (P)</td>
<td>PERSONAL (L)</td>
</tr>
<tr>
<td>SEASONAL (6)</td>
<td>BUDGET CHANGE (Describe Below)</td>
<td>OTHER (O)</td>
<td>OTHER (O)</td>
</tr>
<tr>
<td>PROJECT (7)</td>
<td>LEAVE (List Type Below)</td>
<td>Eligible For Rehire</td>
<td></td>
</tr>
<tr>
<td>WORK STUDY (8)</td>
<td>TERMINATION (Provide Separation Info)</td>
<td>Ineligible For Rehire</td>
<td></td>
</tr>
<tr>
<td>VOLUNTEER (9)</td>
<td>OTHER (Describe Below)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**COMMENTS (include work schedule if position is less than full-time):**

Per union contract, Local 792-CH, step increase at position date.

---

**SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)**

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNI ON</th>
<th>BASE WAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>$2184</td>
</tr>
</tbody>
</table>

**DEPARTMENT NAME**

Assessor

**FOR HR USE**

- Pers 1
- Pers 2
- Pers 3
- Leave 1
- Leave 2
- Ineligible
- 90-Day Period

**OTHER COMP. (describe in "comments")

- Longevity
- Stipend
- Other

---

**SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)**

**RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION**

Updated: 04/06/04

FOR HR USE: Eval Date Eval Rating (IE - ID - S - AA - S) Initial ___
KITTITAS COUNTY PERSONNEL ACTION FORM (PAF)

SECTION 1: EMPLOYEE (COMPLETE IN FULL)

- **LAST NAME:** Duncan
- **FIRST NAME:** Holly
- **EMPLOYEE #:** E0101
- **HIRE DATE:** 04/18/88
- **ADJ. HIRE (if different):**

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Environmental Health Spec. II</td>
<td>2472</td>
<td>40</td>
<td>$3379 2365.3</td>
</tr>
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SECTION 2: CURRENT STATUS (COMPLETE IN FULL)

<table>
<thead>
<tr>
<th>DEPARTMENT NAME</th>
<th>FOR HR USE</th>
<th>FOR HR USE</th>
<th>OTHER COMP. (describe in &quot;comments&quot;)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Health</td>
<td>Pers 1</td>
<td>Non-Exempt</td>
<td>Longevity</td>
</tr>
<tr>
<td></td>
<td>Pers 2</td>
<td>Exempt</td>
<td>Allowance</td>
</tr>
<tr>
<td></td>
<td>Pers 3</td>
<td>Not Covered</td>
<td>Other</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BUDGET NUMBER</th>
<th>PERCENTAGE</th>
<th>% OF FULL TIME</th>
<th>FTE WAGE (IF &lt; 100%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. 116 6150151001</td>
<td>70%</td>
<td>70%</td>
<td>$2365.3</td>
</tr>
<tr>
<td>B.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

POSITION DATE: 05/01/90

WORK WEEK: Standard (Sun – Sat)

GRADE: 272

SECTION 3: TYPE OF ACTION

<table>
<thead>
<tr>
<th>EMPLOYEE TYPE</th>
<th>EMPLOYEE ACTION</th>
<th>TYPE OF SEPARATION</th>
<th>REASON FOR SEPARATION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>DISCHARGE (D)</td>
<td>PERFORMANCE (P)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>RESIGNATION (Q)</td>
<td>ATTENDANCE (A)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>RETIRED (R)</td>
<td>CONDUCT (C)</td>
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<tr>
<td></td>
<td></td>
<td>LAID OFF (L)</td>
<td>OTHER EMPLOYMENT (E)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>FAIL PROBATION (P)</td>
<td>PERSONAL (L)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>OTHER (O)</td>
<td>OTHER (O)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Eligible For Rehire</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ineligible For Rehire</td>
<td></td>
</tr>
</tbody>
</table>

COMMENTS: Holly Duncan has met the expectations for a satisfactory job rating and it is recommended that she receive a 3% increase. She has reached her maximum wage range.

SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td>$3432 2402.4</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>DEPARTMENT NAME</th>
<th>FOR HR USE</th>
<th>FOR HR USE</th>
<th>OTHER COMP. (describe in &quot;comments&quot;)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Pers 1</td>
<td>Non-Exempt</td>
<td>Longevity</td>
</tr>
<tr>
<td></td>
<td>Pers 2</td>
<td>Exempt</td>
<td>Allowance</td>
</tr>
<tr>
<td></td>
<td>Pers 3</td>
<td>Not Covered</td>
<td>Other</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BUDGET NUMBER</th>
<th>PERCENTAGE</th>
<th>% OF FULL TIME</th>
<th>FTE WAGE (IF &lt; 100%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td></td>
<td>70%</td>
<td>$2402.40</td>
</tr>
<tr>
<td>B.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

POSITION DATE: 05/01/96

WORK WEEK: Standard (Sun – Sat)

GRADE: 272

SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)

- **DEPARTMENT HEAD / ELECTED OFFICIAL:**
  - **DATE:** 06/06/06
  - **BUDGET/PAYROLL:**
  - **DATE:**

- **HUMAN RESOURCES:**
  - **DATE:** 06/06/06
  - **COMMISSIONER #1:**
  - **DATE:**

- **COMMISSIONER #2:**
  - **DATE:**
  - **COMMISSIONER #3:**
  - **DATE:**

RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION

Updated: 04/06/04
**KITTITAS COUNTY PERSONNEL ACTION FORM (PAF)**

**SECTION 1: EMPLOYEE (COMPLETE IN FULL)**

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>EMPLOYEE #</th>
<th>HIRE DATE</th>
<th>ADJ. HIRE (if different)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Garcia</td>
<td>Christine</td>
<td>G1648</td>
<td>8-2-04</td>
<td></td>
</tr>
</tbody>
</table>

**JOB TITLE**

Data Processor

**OCCUP. CODE**

3214

**UNION**

20

**BASE WAGE**

$1869

**SECTION 2: CURRENT STATUS (COMPLETE IN FULL)**

**JOB TITLE**

Data Processor

**OCCUP. CODE**

3214

**UNION**

20

**BASE WAGE**

$1869

**DEPARTMENT NAME**

Assessor

**BUDGET NUMBER**

A. 54001

**PERCENTAGE**

A. 100

**% OF FULL TIME**

FTE WAGE (IF < 100%)

**WORK WEEK**

- 7-HOUR DAY
- 8-HOUR DAY

**POSITION DATE**

8-2-05

**GRADE**

324

**STEP (for "step" employees)**

9

**PLACEMENT (for "range" employees)**

FOR HR USE

**EFFECTIVE DATE**

6-6-05

**COMMENTS** (include work schedule if position is less than full-time):

Per union contract, Local 792-CH, Christy will be performing the job duties of the Cadastral Tech. II while Justine Eason is on FMLA maternity leave. Christy will be eligible for Justine's pay schedule after 80 hours; beginning date 9/5 and ending on 6/3/05, due to Memorial Day holiday and one day of vacation leave.

**SECTION 3: TYPE OF ACTION**

**EMPLOYEE TYPE**

- FULL-TIME (1)
- PART-TIME (2)
- LIMITED PART-TIME (3)
- TEMPORARY (4)
- CASUAL (5)
- SEASONAL (6)
- PROJECT (7)
- WORK STUDY (8)
- VOLUNTEER (9)

**EMPLOYEE ACTION**

- NEW HIRE
- RE-HIRE
- MERIT / STEP
- POSITION CHANGE (Describe Below)
- BUDGET CHANGE (Describe Below)
- LEAVE (List Type Below)
- TERMINATION (Provide Separation Info)
- OTHER (Describe Below)

**TYPE OF SEPARATION**

- DISCHARGE (D)
- RESIGNATION (Q)
- RETIRED (R)
- LAID OFF (L)
- FAIL PROBATION (P)
- OTHER (O)

**REASON FOR SEPARATION**

- PERFORMANCE (P)
- ATTENDANCE (A)
- CONDUCT (C)
- OTHER EMPLOYMENT (E)
- PERSONAL (L)
- OTHER (O)

**SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)**

**JOB TITLE**

Cadastral Tech. II

**OCCUP. CODE**

3225

**BASE WAGE**

$2639

**BUDGET NUMBER**

A.

**PERCENTAGE**

A.

**% OF FULL TIME**

FTE WAGE (IF < 100%)

**WORK WEEK**

- 7-HOUR DAY
- 8-HOUR DAY

**POSITION DATE**

6-6-05

**GRADE**

325

**STEP (for "step" employees)**

1

**PLACEMENT (for "range" employees)**

FOR HR USE

**EFFECTIVE DATE**

6-6-05

**COMMENTS** (include work schedule if position is less than full-time):

Provide Details of Separation Below

**SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)**

**DEPARTMENT HEAD / ELECTED OFFICIAL**

**DATE**

6-7-05

**BUDGET/PAYROLL**

**DATE**

6/13/05

**HUMAN RESOURCES**

**DATE**

6/13/05

**COMMISSIONER #1**

**DATE**

6/13/05

**COMMISSIONER #2**

**DATE**

6/13/05

**COMMISSIONER #3**

**DATE**

6/13/05

RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION

Updated: 04/06/04

FOR HR USE: Eval Date __ Eval Rating (HE - HD = S - AA - S) Initial
Last Name: Souriall
First Name: Ben
Employee #: 51734
Hire Date: June 13
Adj. Hire (if different)

Section 1: Employee (Complete in Full)

Job Title: Intern
Department Name: Public Health/Sheriff
Budget Number

Section 2: Current Status (Complete in Full)

For HR Use:
- Pers 1
- Pers 2
- Pers 3
- Left 1
- Left 2

For HR Use:
- Non-Exempt
- Exempt
- Not Covered

Other Comp. (Describe in "Comments"): Longevity

Base Wage: $0

Section 3: Type of Action

Employee Action: New Hire

Type of Separation: Discharge

Reason for Separation: Performance

Comments: Intern will be split between public health office and the emergency management office. Will share the 40 hrs. per week between the two offices. Internship extends June 13 - August 18, 2005. Gene Dana and Nancy Goodloe will be the contact persons in each office.

Section 4: New Status (Enter Only Data to Be Changed)

Job Title

Department Name

Budget Number

Section 5: Signatures (Must Be Signed in Blue Ink)

Human Resources

Commissioner #3

Commissioner #2

RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION

Updated: 04/06/04

FOR HR USE: Eval Date __/___/___ Initial ___
**KITTITAS COUNTY PERSONNEL ACTION FORM (PAF)**

### SECTION 1: EMPLOYEE (COMPLETE IN FULL)

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>EMPLOYEE #</th>
<th>HIRE DATE</th>
<th>ADJ. HIRE (if different)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mifflin</td>
<td>Stephanie</td>
<td>M1615</td>
<td>6/02/05</td>
<td></td>
</tr>
</tbody>
</table>

**JOB TITLE**
Temp Scale House Attendant

### SECTION 2: CURRENT STATUS (COMPLETE IN FULL)

<table>
<thead>
<tr>
<th>DEPARTMENT NAME</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
<th>PERCENTAGE</th>
<th>% OF FULL TIME</th>
<th>FTE WAGE (IF &lt; 100%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solid Waste</td>
<td>3820</td>
<td>4</td>
<td>$9.65</td>
<td>1/00</td>
<td>$</td>
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</tr>
</tbody>
</table>

**BUDGET NUMBER**
A. 40140610251001

### SECTION 3: TYPE OF ACTION

<table>
<thead>
<tr>
<th>EMPLOYEE TYPE</th>
<th>EMPLOYEE ACTION</th>
<th>TYPE OF SEPARATION</th>
<th>REASON FOR SEPARATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>FULL-TIME (1)</td>
<td>NEW HIRE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PART-TIME (2)</td>
<td>RE-HIRE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LIMITED PART-TIME (3)</td>
<td>MERIT / STEP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TEMPORARY (4)</td>
<td>POSITION CHANGE (Describe Below)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CASUAL (5)</td>
<td>BUDGET CHANGE (Describe Below)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SEASONAL (6)</td>
<td>LEAVE (List Type Below)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PROJECT (7)</td>
<td>TERMINATION (Provide Separation Info)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>WORK STUDY (8)</td>
<td>OTHER (Describe Below)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**COMMENTS** (include work schedule if position is less than full-time):

### SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)

<table>
<thead>
<tr>
<th>DEPARTMENT NAME</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
<th>PERCENTAGE</th>
<th>% OF FULL TIME</th>
<th>FTE WAGE (IF &lt; 100%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Solid Waste</td>
<td>3820</td>
<td>4</td>
<td>$</td>
<td>1/00</td>
<td>$</td>
<td></td>
</tr>
</tbody>
</table>

**BUDGET NUMBER**
A. 40140610251001

### SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)

**RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION**

*Updated: 04/06/04*
**KITTITAS COUNTY PERSONNEL ACTION FORM (PAF)**

**SECTION 1: EMPLOYEE (COMPLETE IN FULL)**

**LAST NAME** | **FIRST NAME** | **EMPLOYEE #** | **HIRE DATE** | **ADJ. HIRE**
--- | --- | --- | --- | ---
Denison | James | D835 | 6/1/05 | 

**JOB TITLE**

Court Commissioner

**DEPARTMENT NAME**

Lower District Court

**OCCUP. CODE** | **UNION** | **BASE WAGE**
--- | --- | ---
2371 | 32 | $3871

**SECTION 2: CURRENT STATUS (COMPLETE IN FULL)**

**JOB TITLE**

Court Commissioner

**DEPARTMENT NAME**

Lower District Court

**FOR HR USE**

- Pers 4
- Pers 3
- Leave 1
- Leave 2
- Ineligible 90-Day Period

**FOR HR USE**

- Non-Exempt
- Exempt
- Not Covered

**OTHER COMP.** (describe in "comments")

- Longevity
- Allowance
- Stipend
- 2nd Position

**BUDGET NUMBER**

A. 1-24-99 510 09

**PERCENTAGE**

A. 100%

**% OF FULL TIME**

50%

**FTE WAGE (IF < 100%)**

$3871

**SECTION 3: TYPE OF ACTION**

**EMPLOYEE TYPE**

- FULL-TIME (1)
- PART-TIME (2)
- LIMITED PART-TIME (3)
- TEMPORARY (4)
- CASUAL (5)
- SEASONAL (6)
- PROJECT (7)
- WORK STUDY (8)
- VOLUNTEER (9)

**NEW HIRE**

- RE-HIRE
- MERIT / STEP
- POSITION CHANGE (Describe Below)
- BUDGET CHANGE (Describe Below)
- LEAVE (List Type Below)
- TERMINATION (Provide Separation Info)
- OTHER (Describe Below)

**TYPE OF SEPARATION**

- DISCHARGE (D)
- RESIGNATION (Q)
- RETIRED (R)
- LOAID OFF (L)
- FAIL PROBATION (P)
- OTHER (O)

**REASON FOR SEPARATION**

- PERFORMANCE (P)
- ATTENDANCE (A)
- CONDUCT (C)
- OTHER EMPLOYMENT (E)
- PERSONAL (L)
- OTHER (O)

**POSITION DATE**

6/1/05

**WORK WEEK**

- Standard (Sun - Sat)
- Alternate (Fri Noon - Fri Noon)
- 207(k) exception

**GRADE**

231

**STEP** (for "step" employees)

1

**PLACEMENT** (for "range" employees)

ONeligible 90-Day Period

**FORHR USE**

- Standard (Sun - Sat)
- Alternate (Fri Noon - Fri Noon)
- 207(k) exception

**SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)**

**JOB TITLE**

Court Commissioner

**OCCUP. CODE** | **UNION** | **BASE WAGE**
--- | --- | ---
 | | 

**DEPARTMENT NAME**

Lower District Court

**FOR HR USE**

- Pers 4
- Pers 3
- Leave 1
- Leave 2
- Ineligible 90-Day Period

**FOR HR USE**

- Non-Exempt
- Exempt
- Not Covered

**OTHER COMP.** (describe in "comments")

- Longevity
- Allowance
- Stipend
- 2nd Position

**BUDGET NUMBER**

A. 

**PERCENTAGE**

A. 

**% OF FULL TIME**

50%

**FTE WAGE (IF < 100%)**

$3871

**POSITION DATE**

6/1/05

**WORK WEEK**

- Standard (Sun - Sat)
- Alternate (Fri Noon - Fri Noon)
- 207(k) exception

**GRADE**

231

**STEP** (for "step" employees)

1

**PLACEMENT** (for "range" employees)

ONeligible 90-Day Period

**FORHR USE**

- Standard (Sun - Sat)
- Alternate (Fri Noon - Fri Noon)
- 207(k) exception

**SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)**

**DATE**

6/1/05

**BUDGET/PAYROLL**

6/1/05

**COMMISSIONER #1**

6/1/05

**COMMISSIONER #2**

6/1/05

**COMMISSIONER #3**

6/1/05

**RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION**

Updated: 04/06/04
**KITTITAS COUNTY PERSONNEL ACTION FORM (PAF)**

### SECTION 1: EMPLOYEE (COMPLETE IN FULL)

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>EMPLOYEE #</th>
<th>HIRE DATE</th>
<th>ADJ. HIRE (if different)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coppin</td>
<td>Erin</td>
<td>C1586</td>
<td>6/6/05</td>
<td></td>
</tr>
</tbody>
</table>

### SECTION 2: CURRENT STATUS (COMPLETE IN FULL)

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work Crew Driver/Supervisor</td>
<td>2860</td>
<td>87</td>
<td>$10.00/hr</td>
</tr>
</tbody>
</table>

### SECTION 3: TYPE OF ACTION

<table>
<thead>
<tr>
<th>EMPLOYEE TYPE</th>
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<tbody>
<tr>
<td>FULL-TIME (1)</td>
<td>NEW HIRE</td>
<td>DISCHARGE (D)</td>
<td>PERFORMANCE (P)</td>
</tr>
<tr>
<td>PART-TIME (2)</td>
<td>RE-HIRE</td>
<td>RESIGNATION (Q)</td>
<td>ATTENDANCE (A)</td>
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<tr>
<td>CASUAL (5)</td>
<td>BUDGET CHANGE (Describe Below)</td>
<td>FAIL PROBATION (P)</td>
<td>PERSONAL (L)</td>
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<td>LEAVE (List Type Below)</td>
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</tr>
<tr>
<td>PROJECT (7)</td>
<td>TERMINATION (Provide Separation Info)</td>
<td>Eligible For Rehire</td>
<td></td>
</tr>
<tr>
<td>WORK STUDY (8)</td>
<td>OTHER (Describe Below)</td>
<td>Ineligible For Rehire</td>
<td></td>
</tr>
<tr>
<td>VOLUNTEER (9)</td>
<td></td>
<td>Provide Details of Separation Below</td>
<td></td>
</tr>
</tbody>
</table>

**COMMENTS** (include work schedule if position is less than full-time): This is a project position funded through the JABG grant that is intended to work up to 35 hours per week (Mon. - Fri. 9 a.m. to 5 p.m.) the position work schedule may vary occasionally from this standard. Project funding ends August 31, 2005.

### SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
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</thead>
<tbody>
<tr>
<td>Work Crew Driver/Supervisor</td>
<td>2860</td>
<td>87</td>
<td>$10.00/hr</td>
</tr>
</tbody>
</table>

### SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)

**RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION**

Updated: 04/06/04

FOR HR USE: Eval Date [ ] Eval Rating (E - ID - S - AA - S) Initial [ ]

William Holmes 6/6/05

RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION

Updated: 04/06/04

FOR HR USE: Eval Date [ ] Eval Rating (E - ID - S - AA - S) Initial [ ]
**KITTITAS COUNTY PERSONNEL ACTION FORM (PAF)**

### SECTION 1: EMPLOYEE (COMPLETE IN FULL)

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>EMPLOYEE #</th>
<th>HIRE DATE</th>
<th>ADJ. HIRE (if different)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brown</td>
<td>Douglas</td>
<td>67133</td>
<td>6-13-05</td>
<td></td>
</tr>
</tbody>
</table>

### SECTION 2: CURRENT STATUS (COMPLETE IN FULL)

#### JOB TITLE
- Cadastral Tech. I

#### DEPARTMENT NAME
- Assessor

#### BUDGET NUMBER
- A. 00/-10205/-00/
- B.

#### POSITION DATE
- 6-13-05

#### WORKWEEK
- ☑ Standard (Sun - Sat)
- ☐ Alternate (Fri Noon - Fri Noon)
- ☐ 207(k) exception

#### GRADE
- 349

#### STEP (for "step" employees)
- 1

#### PLACEMENT (for "range" employees)
- For HR Use

### SECTION 3: TYPE OF ACTION

<table>
<thead>
<tr>
<th>EMPLOYEE TYPE</th>
<th>EMPLOYEE ACTION</th>
<th>TYPE OF SEPARATION</th>
<th>REASON FOR SEPARATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ FULL-TIME (1)</td>
<td>☑ NEW HIRE</td>
<td>☑ DISCHARGE (D)</td>
<td>☑ PERFORMANCE (P)</td>
</tr>
<tr>
<td>☐ PART-TIME (2)</td>
<td>☑ RE-HIRE</td>
<td>☑ RESIGNATION (Q)</td>
<td>☑ ATTENDANCE (A)</td>
</tr>
<tr>
<td>☐ LIMITED PART-TIME (3)</td>
<td>☑ MERIT / STEP</td>
<td>☑ RETIRED (R)</td>
<td>☑ CONDUCT (C)</td>
</tr>
<tr>
<td>☐ TEMPORARY (4)</td>
<td>☑ POSITION CHANGE</td>
<td>☑ LAID OFF (L)</td>
<td>☑ OTHER EMPLOYMENT (E)</td>
</tr>
<tr>
<td>☐ CASUAL (5)</td>
<td>☑ BUDGET CHANGE (Describe Below)</td>
<td>☑ FAIL PROBATION (P)</td>
<td>☑ PERSONAL (L)</td>
</tr>
<tr>
<td>☐ SEASONAL (6)</td>
<td>☑ LEAVE (List Type Below)</td>
<td>☑ OTHER (O)</td>
<td>☑ OTHER (O)</td>
</tr>
<tr>
<td>☐ PROJECT (7)</td>
<td>☑ TERMINATION (Provide Separation Info)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ WORK STUDY (8)</td>
<td>☑ OTHER (Describe Below)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ VOLUNTEER (9)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### COMMENTS (include work schedule if position is less than full-time):

Position is funded by Suncadia

### SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)

#### JOB TITLE
- ☑ FULL-TIME (1)

#### DEPARTMENT NAME
- ☑ 207(k) exception

#### BUDGET NUMBER
- A.
- B.

#### POSITION DATE
- 6-13-05

#### WORKWEEK
- ☑ Standard (Sun - Sat)
- ☐ Alternate (Fri Noon - Fri Noon)
- ☐ 207(k) exception

#### GRADE
- ☑ 349

#### STEP (for "step" employees)
- 1

#### PLACEMENT (for "range" employees)
- For HR Use

### SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)

**DEPARTMENT HEAD / ELECTED OFFICIAL**

**DATE**: 6-1-05

**BUDGET / PAYROLL**

**DATE**

**HUMAN RESOURCES**

**DATE**: 6/10/05

**COMMISSIONER #1**

**DATE**: 6/13/05

**COMMISSIONER #2**

**DATE**: 6/13/05

**COMMISSIONER #3**

**DATE**: 6/13/05

**RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION**

Updated: 04/06/04
**KITTITAS COUNTY PERSONNEL ACTION FORM (PAF)**

**SECTION 1: EMPLOYEE (COMPLETE IN FULL)**

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>EMPLOYEE #</th>
<th>HIRE DATE</th>
<th>ADJ. HIRE (if different)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mills</td>
<td>Katrina</td>
<td>M16009</td>
<td>6-20-05</td>
<td></td>
</tr>
</tbody>
</table>

**SECTION 2: CURRENT STATUS (COMPLETE IN FULL)**

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Legal Sec. I/ Receptionist</td>
<td>3405</td>
<td>40</td>
<td>$1820.00</td>
</tr>
</tbody>
</table>

**DEPARTMENT NAME**
Prosecutor

**BUDGET NUMBER**
A. 1290151001

**PERCENTAGE**
A. 100%

**PERCENTAGE**
100% $1820.00

**SECTION 3: TYPE OF ACTION**

<table>
<thead>
<tr>
<th>EMPLOYEE TYPE</th>
<th>EMPLOYEE ACTION</th>
<th>TYPE OF SEPARATION</th>
<th>REASON FOR SEPARATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ FULL-TIME</td>
<td>☑ NEW HIRE</td>
<td>☑ DISCHARGE (D)</td>
<td>☑ PERFORMANCE (P)</td>
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<td>☑ RE-HIRE</td>
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<tr>
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<td>☑ MERIT / STEP</td>
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<td>☑ CONDUCT (C)</td>
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<td>☑ POSITION CHANGE (Describe Below)</td>
<td>☑ LAID OFF (L)</td>
<td>☑ OTHER EMPLOYMENT (E)</td>
</tr>
<tr>
<td>☑ CASUAL</td>
<td>☑ BUDGET CHANGE (Describe Below)</td>
<td>☑ FAIL PROBATION (P)</td>
<td>☑ PERSONAL (L)</td>
</tr>
<tr>
<td>☑ SEASONAL</td>
<td>☑ LEAVE (List Type Below)</td>
<td>☑ OTHER (O)</td>
<td>☑ OTHER (O)</td>
</tr>
<tr>
<td>☑ PROJECT</td>
<td>☑ TERMINATION (Provide Separation Info)</td>
<td>☑ OTHER (Describe Below)</td>
<td>☑ Elgible For Rehire</td>
</tr>
<tr>
<td>☑ WORK STUDY</td>
<td>☑ OTHER (Describe Below)</td>
<td>☑ Ineligible For Rehire</td>
<td>☑ Provide Details of Separation Below</td>
</tr>
<tr>
<td>☑ VOLUNTEER</td>
<td>☑ OTHER (Describe Below)</td>
<td>☑ ELIGIBLE FOR REHIRE</td>
<td>☑ ELIGIBLE FOR REHIRE</td>
</tr>
</tbody>
</table>

**COMMENTS (include work schedule if position is less than full-time):**

**SECTION 4: NEW STATUS (ENTER ONLY DATA TO BE CHANGED)**

<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>OCCUP. CODE</th>
<th>UNION</th>
<th>BASE WAGE</th>
</tr>
</thead>
</table>

**DEPARTMENT NAME**

**BUDGET NUMBER**
A.

**PERCENTAGE**
A.

**SECTION 5: SIGNATURES (MUST BE SIGNED IN BLUE INK)**

<table>
<thead>
<tr>
<th>DEPARTMENT HEAD/ELECTED OFFICIAL</th>
<th>DATE</th>
<th>BUDGET/PAYROLL</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>HUMAN RESOURCES</th>
<th>DATE</th>
<th>COMMISSIONER #1</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
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<th>COMMISSIONER #2</th>
<th>DATE</th>
<th>COMMISSIONER #3</th>
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**RETURN FORM TO HUMAN RESOURCES FOR DISTRIBUTION**

*Updated: 04/06/04*
<table>
<thead>
<tr>
<th>DATE RECEIVED</th>
<th>ITEM</th>
<th>SUBJECT</th>
<th>ACTION</th>
<th>FOLLOW UP</th>
<th>FILE REFERENCE</th>
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<tbody>
<tr>
<td>06-06-05</td>
<td>Letter from the Attorney General’s Office</td>
<td>Public Records Request Information</td>
<td>Copy to BOCC</td>
<td>Washington State Attorney General’s Office</td>
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<tr>
<td>06-06-05</td>
<td>Letter from Virginia Bell</td>
<td>Wildwood II-Lake Cabins Road Stop and Yield Sign Comments</td>
<td>Copy to Clerk for Public Hearing and DPW</td>
<td>Kittitas County Departments- DPW</td>
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<tr>
<td>06-06-05</td>
<td>Notice of meeting</td>
<td>State of WA Forest Practices Board Meeting June 28, 2005-Lacey</td>
<td>Copy to Al</td>
<td>State of WA Forest Practices Board</td>
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<tr>
<td>06-06-05</td>
<td>Letter from Graham Simon, Planner II</td>
<td>Notice of Administrative Decision</td>
<td>Copy to Al</td>
<td>Kittitas County Departments- CDS</td>
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<td>06-06-05</td>
<td>Special Occasion permit from WA State Liquor Control Board</td>
<td>Order of the Amaranth-Springwood Party Barn</td>
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<td>WA State Liquor Control Board</td>
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<tr>
<td>06-06-05</td>
<td>Notice from the State of WA Forest Practices Board</td>
<td>Notice of Rulemaking Activity and Forest Practices Rule Book Updates</td>
<td>Copy to Al</td>
<td>State of WA Forest Practices Board</td>
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<tr>
<td>06-06-05</td>
<td>Email from Nancy Lillquist</td>
<td>Ellensburg Watershed Planning and Subbasin Planning Clarification</td>
<td>Copy to Each Commissioner</td>
<td>City of Ellensburg</td>
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<tr>
<td>06-06-05</td>
<td>Memo from Jerry Pettit, Auditor</td>
<td>Increase in Recording Fees</td>
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<td>Kittitas County Departments- Auditors</td>
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<td>06-06-05</td>
<td>Letter from Edward and Dorothy Danis to Jan Sharar</td>
<td>Mellerygaard Properties Comments</td>
<td>Copy to Each Commissioner</td>
<td>Kittitas County Departments- CDS</td>
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<tr>
<td>06-06-05</td>
<td>Letter from Helga and Charles Firkins</td>
<td>Mellerygaard Properties Comments</td>
<td>Copy to Each Commissioner and CDS</td>
<td>Kittitas County Departments-CDS</td>
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<tr>
<td>06-07-05</td>
<td>Memo from Greg Zempel Prosecutor</td>
<td>Terra Scan Inc. Software License and Use Agreement</td>
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<td>Kittitas County Departments-Prosecutors</td>
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<td>06-07-05</td>
<td>Newsletter</td>
<td>Inside/Outside Central WA Disability Resources</td>
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<td>Kittitas County Departments-Commissioners</td>
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<td>06-08-05</td>
<td>Notice from the St. of WA Liquor Control Board</td>
<td>License Expires September 30, 2005: Golden Harvest Restaurant</td>
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<td>St. of WA Liquor Control Board</td>
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<td>06-08-05</td>
<td>Letter from James Whitmire</td>
<td>Request to Withdraw Resignation from the ASAAB</td>
<td>Copy to Each Commissioner and placed on Monday Admin.</td>
<td>Kittitas County Departments-</td>
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<tr>
<td>DATE RECEIVED</td>
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<td>06-08-05</td>
<td>Council Agenda</td>
<td>City of Ellensburg June 5, 2005</td>
<td>Meeting for discussion</td>
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<td>06-08-05</td>
<td>Notice from the City of Ellensburg</td>
<td>Boundary Line Adjustment Notice</td>
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<td>City of Ellensburg</td>
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<td>06-07-05</td>
<td>Letter from Nancy Aldrich</td>
<td>Eastern Washington Stakeholders Perspective of the Columbia River Initiative</td>
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<td>06-08-05</td>
<td>Email from Bill Vogler</td>
<td>CTED Farm Worker Housing</td>
<td>Forward to BOCC</td>
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<td>WSAC</td>
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<td>06-09-05</td>
<td>Memo from CDS</td>
<td>Notice Action SEPA DNS-Forest Practices Application Conversion</td>
<td>Forward to BOCC</td>
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<td>Kittitas County</td>
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<td>06-09-05</td>
<td>Email from Bill Vogler</td>
<td>Elway Survey Results</td>
<td>Forward to BOCC</td>
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<td>06-09-05</td>
<td>Email from Claude Oliver</td>
<td>BOCC Watershed Plan Mtg.</td>
<td>Forward to BOCC</td>
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<td>06-09-05</td>
<td>Email from Bill Vogler</td>
<td>Farm Worker Housing Contract with CTED to be Terminated</td>
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<td>06-09-05</td>
<td>Email from Phil Mees</td>
<td>BOCC Watershed Plan Mtg.</td>
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<td>06-09-05</td>
<td>Email from Chris Lyons</td>
<td>Music In the Mountains Invite</td>
<td>Forward to BOCC</td>
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<td>06-10-05</td>
<td>Notice from the Federal Emergency Management Agency</td>
<td>Letter of Map Revision Floodway Determination Document (Removal)</td>
<td>Copy to Darryl Piercy</td>
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<td>06-10-05</td>
<td>Memo from CDS</td>
<td>Notice of Decision</td>
<td>Copy to Al</td>
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<td>06-10-05</td>
<td>Letter from Disputer Resolution Center</td>
<td>Market Research, Agenda, Stats</td>
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<td>Dispute Resolution Center</td>
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