Board members present—Chairman Alan Crankovich; Vice-Chairman Paul Jewell; Commissioner Mark McClain.

Others: Julie Kjorsvik, Clerk of the Board; Mandy Robinson, Deputy Clerk of the Board; Catherine Dunn, Deputy Clerk of the Board.

At 9:00 a.m. Chairman Crankovich opened the Office Administration meeting.

The Board of County Commissioners reviewed the weekly calendar.

The Board of County Commissioners approved and signed County Employee Personnel Action forms.

The Board of County Commissioners reviewed the weekly Correspondence Log, a listing of all incoming mail and correspondence for the week ending October 30, 2009.

Commissioner Jewell indicated that the Chamber Legislative day is on November 10th this year and he anticipated attending. He questioned if that was something that needed to be advertised as the whole Board was invited. Julie Kjorsvik, Clerk of the Board indicated that unless all three were intending to go and in that case, we would notify the paper that the three Commissioners would be attending an invite from the Chamber to speak at the Chamber Legislative day. Commissioner Crankovich indicated he would not be attending and Commissioner McClain was undecided.

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Commissioner McClain moved to ratify Chair signature on a Liquor License application for the Last Resort, in Ronald Washington. Commissioner Jewell seconded. Motion carried 3-0.

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.

Adjourned at 9:40 a.m.

DEPUTY CLERK OF THE BOARD

KITTITAS COUNTY COMMISSIONERS

Mandy Robinson                      Alan Crankovich, Chairman

KITTITAS COUNTY, WASHINGTON