

**COMMISSIONERS' MINUTES  
KITITAS COUNTY, WASHINGTON  
COMMISSIONERS CONFERENCE ROOM  
REGULAR MEETING**

**MONDAY**

**9:40 A.M.**

**JUNE 7, 2010**

Board members present: Chairman Mark McClain, Vice-Chairman Paul Jewell, and Commissioner Alan Crankovich.

Others: Mandy Robinson, Deputy Clerk of the Board; Brenda Larsen, Fire Marshal; Kirk Holmes, Public Works Director/Interim Director of Community Development Services.

**REGULAR MEETING**

**DEPARTMENT HEAD**

**FIRE MARSHAL**

Kirk Holmes, Public Works Director/Interim Director of Community Development Services indicated that he and Ms. Larsen had been talking and trying to determine the appropriate route for proposing a Certified Building Official. They determined that giving the proposal to the Board would be the most appropriate step before having HR start working over job descriptions. Ms. Larsen indicated that she could be a Certified Building Official (CBO) in a few months. Mr. Holmes explained that typically the Fire Marshal and CBO are a combined position because of the work they do are similar in many aspects. Mr. Holmes reviewed the importance of have an actual CBO and the benefits the County could receive from doing so.

The Board questioned the cost for the tests and inquired how many there were, they also asked where the funding would come from.

Ms. Larsen indicated that there are four tests she believed and that they were approximately \$150.00 per test. She explained that she would do her own studying to save money instead of the study courses that are offered through the testing company.

Chairman McClain felt that its premature to go to HR and work over job descriptions however, he would encourage Ms. Larsen to study for the testing.

Commissioner Crankovich explained that he was not in favor of this as he had explained in previous discussions with the Fire Marshal. He indicated that it had nothing to do with doubting her ability to take on the additional work, but it had to do with wanting that department to excel and be a well recognized entity in Kittitas County and around the state.

**APPROVED**

6/15/2010

Commissioner Jewell, agreed with Commissioner Crankovich's statements and indicated that he needed time to think this over more and that he was not ready to take action on this just yet.

Ms. Larsen was directed to check with the County Auditor for available funding in travel. The Board felt there was extra funding in their travel budget that she may be able to use. She was directed to take the funding from CDS to pay for the tests themselves.

Meeting adjourned at 9:50 a.m.

DEPUTY CLERK OF THE BOARD

  
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Mandy Robinson

KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON

  
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~~Mark McClain, Chairman~~  
Paul Jewell, Vice-Chair