

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

**MONDAY**

**2:30 P.M.**

**JULY 16, 2012**

Board members present: Chairman Alan Crankovich; Vice-Chairman Obie O'Brien and Commissioner Paul Jewell.

Others: Mandy Robinson, Deputy Clerk of the Board; James Rivard, Environmental Health Supervisor; Mark Larson, Public Health Officer; Robin Read, Health Promotion Supervisor; Lisa Young, HR Director.

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**SPECIAL MEETING**

**WATER AVAILABILITY**

**COMMISSIONERS**

At 2:30 p.m. Chairman Crankovich opened a Special Meeting to discuss with County staff water availability requirements and Public Health Administration.

Commissioner Jewell reviewed the meeting from June 19, 2012 regarding water availability requirements. He stated that the issue outstanding is that there are a few applications that were in the works prior to the Board making the recommended changes from the County Prosecutor that came from the Supreme Court rulings. He briefly reviewed the history that led the County to where it is with regard to these applications and the impacts it has on those citizens (applicant holder). Mark Larson, Public Health Official discussed his understanding of the law they are responsible for upholding. He explained that for these three applications he didn't see any major "red flags" for taking action however the Board chooses to. He explained that one application could be handled the same as the Dale Dyk application that James Rivard, Environmental Health Supervisor recently finalized. He said they would proceed however the Board directs them to relating to the other two applications. The Board directed staff to process the last two applications.

Commissioner Jewell outlined the staffing chain of command for the Kittitas County Public Health Department (KCPHD). He outlined the changes in how things will run once James Rivard is out on maternity leave and thanked him for accommodating the Boards request to assist the Public Health Department during this time and for coming in to work for approximately 12 hours a week. Mark Larson, Public Health Officer indicated that he has taken on the Novatime responsibilities and will be checking in more frequently. Robin Read, Health Promotion Supervisor stated that health promotion is covered and that her staff will be taking on some additional duties as well. Dr. Larson

expressed the importance of finding another Communicable Disease Nurse and stressed the importance of finding the right person for the Public Health Administrator position. He explained that the Department is coping and moving along pretty well and anticipated that they were capable of maintaining that for a while.

There was discussion on the Administrator job description and credentials, as well as what (KCPHD) needs from that position. Commissioner Jewell requested a report on nurse salaries and what is a competitive salary range. Dr. Larson indicated that the Yakima/Grant County, Public Health have offered to take on additional duties for Kittitas County but that we would have to pay and that it would be much more difficult to get those duties back at some point if they wanted to.

Commissioner O'Brien questioned if there were any areas of work being performed by the department that were not mandated.

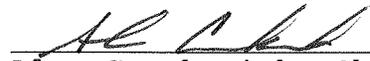
Commissioner Jewell indicated that the Board's goals for this coming year were to get (KCPHD) back to a healthy staffing level, and that they were one of the Boards top priorities. He briefly discussed the departure of the former Administrator and what in the future he would like to see of staff. He encouraged them to talk to any of the Board members at any time especially in those circumstances, otherwise they aren't aware of problems unless they are brought to the Board or to the Human Resource Department.

Meeting adjourned at 3:40 p.m.

**DEPUTY CLERK OF THE BOARD**

  
Mandy Robinson

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Alan Crankovich, Chairman