

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

**TUESDAY**

**9:00 A.M.**

**APRIL 18, 2017**

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

Others: Mandy Buchholz, Deputy Clerk of the Board II; Nick Henderson, Coroner; Lisa Young, HR Director.

**SPECIAL MEETING**

**DEPUTY CORONER PAF'S**

**CORONER**

At 9:06 a.m. Chairman Jewell opened a Special Meeting to discuss Personnel Action Forms (PAFs) for Deputy Coroner's.

Nick Henderson, Coroner explained that he has Deputy's getting subpoenaed to Court that they need to figure out how to pay them for their time. He stated that they receive a stipend for call outs with a flat rate of \$250.00. He stated that he needs to figure out a way to pay the Deputy Coroners for training that they attend as well. After discussing options with Judy Pless, Budget & Finance Manager it seemed to be less of a cost for the County if those instances were paid by the hour vs. a flat fee, and the proposed amount for these situations is \$11.00 an hour.

Commissioner Osiadacz stated that Judy Pless, Budget & Finance Director had stopped by and talked to her about the financial breakdown and how hourly pay for this situation would be the best and most cost effective for the County.

Chairman Jewell questioned when Mr. Henderson intends to consider moving towards a part-time Deputy Coroner. Mr. Henderson explained that it's in the works for his 2018 budget. Chairman Jewell expressed frustrations towards the request coming to the Board with no funding source provided.

Lisa Young, HR Director discussed the complications that come from one of the Deputy Coroners that also holds a full-time job in the County Prosecutor's office and the significant work it creates for the Auditor's Office. The Board directed Ms. Young to work with Judy Pless, Budget and Finance Director to further discuss funding within Mr. Henderson's budget as well as other concerns she has about one of the Deputy Coroners.

Mr. Henderson was directed to meet with Ms. Pless regarding funding possibilities.

Chairman Jewell stated that he would sign 4 of the 5 PAF's. He stated that he wasn't in favor of doing business like this with no financial information provided and stressed to Mr. Henderson that it wasn't to become a habit in future meetings with the Board.

**FORMS**

**PAF'S - SEELYE/WINN/GRAHAM/SWARTZ**

**CORONER**


Commissioner Osiadacz moved to authorize Board signature on PAF's for Bob Seelye, Laura Winn, Ron Graham & Tony Swartz, On-Call Deputy Coroners. Commissioner O'Brien seconded. Motion carried 3-0.

Meeting adjourned at 9:26 p.m.

**DEPUTY CLERK OF THE BOARD**

  
Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Paul Jewell, Chairman