

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

**MONDAY**

**9:00 A.M.**

**DECEMBER 10, 2018**

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

Others: Mandy Buchholz, Deputy Clerk of the Board II; Julie Kjorsvik, Clerk of the Board.

**SPECIAL MEETING                      OFFICE STAFF MEETING                      COMMISSIONERS**

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

**CALENDAR                                      WEEK AT A GLANCE                                      COMMISSIONERS**

The Board of County Commissioners reviewed their weekly calendar.

**PAF/VOUCHERS                              REVIEW OF PAF'S & VOUCHERS                              COMMISSIONERS**

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

**CORRESPONDENCE LOG                      REVIEW OF CORRESPONDENCE LOG                      COMMISSIONERS**

The Board of County Commissioners reviewed the weekly Correspondence Log, a listing of all incoming mail and correspondence for the week ending December 7, 2018.

**REQUEST    AUDITORIUM EQ UPDATE    COMMISSIONERS**

Julie Kjorsvik, Clerk of the Board presented the Board with a price breakdown for equipment needed to do updates to AV Capture All so it's the same as the Courts. She explained the timing and reason for the updates and stated that I.T. provided a cost break down totaling \$803.50. The Board approved the request as presented.

**DISCUSSION    FACEBOOK WEEKLY POSTS    COMMISSIONERS**

The Board decided for the week of 12-10-2018 they would post on the BoCC Facebook Page a farewell to County Commissioner O'Brien as well as winter weather safety reminder.

**UPDATE    BOCC/DEPARTMENT HEAD REPORTS    COMMISSIONERS**

**APPROVED**  
12/18/18

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. On January 3, 2011 the Board determined it would be beneficial to alternate Commissioners that will oversee the different Department Head's on an annual basis. They determined at the end of 2013 they would review the various committees they participate in and provide beneficial updates to the Board as needed during this time as well.

**OTHER BUSINESS - N/A**

Meeting adjourned at 9:40 a.m.

**DEPUTY CLERK OF THE BOARD**

  
Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Laura Osiadacz, Chairman