

**COMMISSIONERS' MINUTES  
KITTITAS COUNTY, WASHINGTON  
WEBEX  
REGULAR MEETING  
HR STUDY SESSION**

**TUESDAY**

**10:00 AM**

**2/09/2021**

Board members present: Brett Wachsmith, Laura Osiadacz, Cory Wright

Others: Patti Johnson, Tristen Lamb, Darren Higashiyama, Judy Pless, Stephanie Hartung, Christopher Horner, Lisa Young, Jeanne Killgore

**CALL TO ORDER**

The meeting was called to order at 10:01 AM.

**REQUEST TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH KITTITAS VALLEY HEALTHCARE**

Chief Deputy Higashiyama requested approval of a Professional Services Agreement (PSA) with Kittitas Valley Healthcare (KVH) to help the Incident Management Team (IMT) run COVID-19 vaccine clinics. He summarized that the IMT determined that someone was needed to oversee vaccine clinics, and KVH has an employee with the expertise and availability. Chief Deputy Higashiyama further explained that the cost of contracting with KVH for services is FEMA reimbursable. Commissioner Osiadacz moved to approve the Professional Services Agreement with Kittitas Valley Healthcare. Commissioner Wright seconded the motion. Motion was approved; 3:0.

**EXECUTIVE SESSION – RCW 42.30.110(1)(i)** - *It was noted that the Executive Session would be moved to the end of the meeting.*

**STAFFING REQUEST – SEASONAL OPERATOR – SOLID WASTE**

Solid Waste Director Johnson requested approval to hire a seasonal Solid Waste Operator. She explained that the request is based on an upcoming staff leave of absence and an increase in customers at Solid Waste facilities. She noted that the seasonal position was budgeted for in 2021. The Board approved moving forward with hiring a seasonal Solid Waste Operator.

**STAFFING DISCUSSION/DECISION – PIO/PRA**

Director Young summarized that at the Board's Office Admin. meeting on 02/01/21 they had discussed retitling the Public Relations Administrator position to Director of Communications and creating an independent department for the position. HR Representative Killgore sent a revised job description to the Board for review. Director Young inquired if the Board had any further updates or direction regarding the position. Commissioner Osiadacz confirmed that retitling the position and moving it to its own department is more in line with the Board's goals for the position. Commissioner Wright requested

**APPROVED**  
2/16/21

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more time to review the job description for any suggested changes. Director Young will work with staff to request that this be included on the agenda for the Board's Office Admin. meeting next week.

*The Board recessed at 10:11 AM for 17 minutes. The Board resumed the meeting at 10:28 AM.*

**EXECUTIVE SESSION – RCW 42.30.110(1)(i) TO DISCUSS WITH LEGAL COUNSEL REPRESENTING THE AGENCY MATTERS RELATING TO AGENCY ENFORCEMENT ACTIONS, OR TO DISCUSS WITH LEGAL COUNSEL REPRESENTING THE AGENCY ENFORCEMENT ACTIONS, OR TO DISCUSS WITH LEGAL COUNSEL REPRESENTING THE AGENCY LITIGATION OR POTENTIAL LITIGATION TO WHICH THE AGENCY, THE GOVERNING BODY, OR A MEMBER ACTING IN AN OFFICIAL CAPACITY IS, OR IS LIKELY TO BECOME, A PARTY, WHEN PUBLIC KNOWLEDGE REGARDING THE DISCUSSION IS LIKELY TO RESULT IN AN ADVERSE LEGAL OR FINANCIAL CONSEQUENCE TO THE AGENCY.**

The Board entered executive session at 10:29 AM to discuss potential litigation. Anticipated length: 10 minutes. Anticipated action: direction to staff. At 10:40 AM the Board extended executive session for an additional 10 minutes. The Board exited executive session at 10:50 AM. Action taken: direction to staff.

**OTHER BUSINESS**

None.

**ADJOURN**

The meeting was adjourned at 10:51 AM.

  
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Lisa Young, HR Director

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Brett Wachsmith, Chairman