### COMMISSIONERS' MINUTES KITTITAS COUNTY, WASHINGTON CONF. ROOM REGULAR MEETING

MONDAY

9:00 A.M.

MAY 15, 2023

Board members present: Chairman Cory Wright; Vice-Chairman Brett Wachsmith; Commissioner, Laura Osiadacz.

Others: Mandy Buchholz, Office Administrator; Julie Kjorsvik, Clerk of the Board; Greg Zempel, Prosecutor.

REGULAR MEETING OFFICE STAFF MEETING

COMMISSIONERS

At 9:00 a.m. Chairman Wright 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

No Log for the week.

DIRECTION

ADMIN ASSISTANT - BOCC

COMMISSIONERS

Julie Kjorsvik, Clerk of the Board updated the Board on recruitment for the Administrative Assistant vacancy. She stated that they have received 30 applications and interviewed at least 6 applicants. She stated that they had one they really liked, however the candidate is related to Commissioner Osiadacz and so that won't work. She stated that the Board of Equalization (BoE) is about to get busy and with no new hire on the horizon there is no way we can keep that in our office any longer. She explained there is only two fulltime employees in the office and listed out the current committees we are responsible for as well as all the other duties we cover. There is also anticipated time off and a surgery expected so it's not possible to commit someone from our office to that any longer. She stated that BoE used to be in CDS and it came to our office in 2008 during the recession due to their department being cut back so much they could no longer support it. She asked the Board for help and direction on how to proceed. The Board directed Commissioner Wachsmith to meet with CDS Director Carlson and let him know that



BoE will be moving back to CDS and the BoCC will take on Public Lands Advisory Committee (PLAC) from CDS, effective immediately. She also updated the Board on the recent CDBG Grants that have landed in the office and the impact they have had on her time with no training or guidance. She stated that she wasn't clear if this would be sustainable and said she would report back and keep them in the loop.

## DIRECTION WEBEX/RECORDING/LIVE STREAM COMMISSIONERS

Mandy Buchholz, Office Administrator stated that she had received some inquiries from County Staff now that Webex is back in the Auditorium on whether or not the Board was going to do everything like before such as record and live-stream, then publish all meetings, or if the Board would like to do like what they did before with AVCapture All where they recorded the meeting and published it for viewing.

Commissioner Wachsmith moved to just record the set meetings they always have and publish them but not live-stream. He said they can offer live-stream on a case by case basis if some hot topic comes up and its needed and or if they get a lot of feedback asking for it they will discuss it. He said that they have not had public on in a long time so will see how it goes. Chairman Wright seconded. Motion carried 2-1 (Osiadacz opposed).

## DISCUSSION COUNTY FACEBOOK COMMISSIONERS

The Board determined that for the week of May 15, 2023, they would publish on their Facebook the following: Notice that Commissioner Of Public Lands Hillary Franz will be in town this week; Deputy Mark Rickey's retirement and share the Sheriff Office reminders about water safety.

# UPDATE BOCC/ DEPARTMENT HEAD REPORTS COMMISSIONERS

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis for the year. The assignments for 2023 were determined at the Board of County Commissioners Office Admin meeting earlier on and they will continue to provide updates at future meetings.

Each Commissioner reviewed discussions held with their respective departments and exchanged details of those meetings.

## UPDATES BOCC/WHITE BOARDS COMMISSIONERS

The Board reviewed their updates/edits to each of their white boards.

#### OTHER BUSINESS/GENERAL UPDATES

There were general updates on meetings & conversations that the Board participated in, individually over the past week.

Meeting adjourned at 9:56 a.m.

OFFICE ADMINISTRATOR

KITTITAS COUNTY COMMISSIONERS KITTITAS COUNTY, WASHINGTON

Cory Wright, Chairman