

**COMMISSIONERS' MINUTES  
KITITAS COUNTY, WASHINGTON  
BOCC CONF. ROOM  
REGULAR MEETING**

**MONDAY**

**11:00 A.M.**

**MARCH 25, 2024**

Board members present: Vice-Chairman Laura Osiadacz and Commissioner Cory Wright.

Board members absent: Chairman Brett Wachsmith

Others: IT Director Doug Fessler; Assistant IT Director Zane Kinney; Auditor Bryan Elliott; Network Administrator Bill Davis; IT Administrative Assistant Grant Shimada

**REGULAR MEETING**

**IT STUDY SESSION**

**COMMISSIONERS**

At 11:00 a.m. Vice-Chairman Laura Osiadacz opened the Information Technology Study Session

**CITIZEN COMMENTS**

There were no citizen comments.

**DISCUSSION**

**IT Committee - Central Services Committee**

**IT**

Auditor Bryan Elliott and IT Director Doug Fessler discussed the Central Services Committee with the Commissioners. This committee would act as an analysis and advisement committee made up of subject matter experts. Commissioner Wright expressed concerns of a procedural issue that would require County workers to get more approvals for projects. Bryan reassures the Commissioners that the committee is merely an advisement panel and that the presenters do not have to adhere to their recommendation. Doug requested this new committee have a sub-role to act as the new IT committee and to put a pause on the establishment of the IT committee. Commissioners approved the pause on the establishment of the IT committee.

**DISCUSSION**

**New Phone Tree System**

**IT**

IT is implementing a new phone tree system to tackle an ongoing support problem. Kittitas County has a legacy issue of requests being mishandled and not reaching the proper level of support. This system will add new phone numbers that will correspond to their level of urgency and inform support on the best practices to take to address the matter. Commissioner Wright assured IT that the Board would back the IT department when they respond to requesters that their dilemma

will be handled at a later time and for disgruntled requesters to be directed to the Board.

**DISCUSSION**

**Code Publishing Software**

**IT**

Assistant IT Director Zane Kinney talked about the County's dilemma of codifying newly enacted laws and ordinances to the County's public webpage. General Code is a 3<sup>rd</sup> party company that handles these types of tasks. A small group of County workers have gone through a demo and have some concerns about the turnaround time, the point of when the County submits a new law or ordinance to be codified onto the vendor's online platform which is once a month. Commissioner Osiadacz requested to know more about the difficulty of codifying an ordinance to the County's public webpage. Zane informed her that the IT department must take numerous steps to codify, format, and upload onto the public webpage. Any changes to the ordinances cause another layer of challenges for codifying. Commissioner Osiadacz expressed concerns if the vendor would have access to the County's private network and Zane reassured her that the vendor would only have access to the information that is already accessible to the public. It will take 6 months before the platform becomes live.

**DISCUSSION**

**Asset Panda**

**IT**

The IT and AU department have been discussing replacing their internal inventory management system that is integrated into the County's intranet. Asset Panda is a company that provides an inventory management software with a plethora of features. Assistant Finance Director Zack DeHaven and Zane have researched and gone through a demo of this software and are confident that it will meet the County's asset management needs. This acquisition was planned and budgeted last year. The Board has given direction to proceed with the acquisition of Asset Panda's software. This topic will be discussed at a later study session once the contract has been reviewed by legal.

**MEETING CONCLUSION**

**COMMISSIONERS**

The Information Technology Study Session concluded at 11:42 a.m.

**INFORMATION TECHNOLOGY DIRECTOR**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**



Doug Fessler, IT Director



Brett Wachsmith, Chairman