

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

MONDAY

9:00 A.M.

OCTOBER 17, 2016

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

Others: Mandy Buchholz, Deputy Clerk of the Board; Julie Kjorsvik, Clerk of the Board; Robin Read, Public Health Administrator and Jessika Roe, Kittitas County Community Network & Coalition; Greg Zempel, Prosecutor; Lisa Young, HR Director.

SPECIAL MEETING

OFFICE STAFF MEETING

COMMISSIONERS

At 9:00 a.m. Chairman O'Brien 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 October 14, 2016.

DISCUSSION

LANGUAGE FOR INTERPRETERS REQUESTS

COMMISSIONERS

Julie Kjorsvik, Clerk of the Board explained that following up from a previous discussion regarding policy language addressing accommodation needs for interpreters she asked the other County Clerks and found that not many had a policy. Lisa Young, HR Director stated that she reached out to MRSC and found there is no requirement for whether or not they are registered or certified interpreters. She stated that she and Julie could work with Deputy Chris Horner and provide something for the BoCC to consider. Ms. Kjorsvik explained that she would like to put whatever the Board adopts at the bottom of each BoCC Meeting notices/Agenda. Robin Read, Public Health Administrator cautioned the Board on the importance of using a certified translator. She explained that if the notice is too short then let the requestor know just that, that

we are unable to provide a certified translator due to short notice. She felt that would be safer than having someone who is not certified as there are risks you take using a translator that is only a bilingual County employee and not certified.

Ms. Kjorsvik and Ms. Young will report back with some options of language to add to the BoCC meeting notices/Agendas.

RATIFY

ACTION 10.10.2016

COMMISSIONERS

Commissioner Jewell moved to ratify the action taken by the BoCC on Monday October 10th, 2016 regarding the KVEC & WSU Extension room charges. Commissioner Osiadacz seconded. Motion carried 3-0.

DISCUSSION

KCCN OFFICE SPACE

COMMISSIONERS

Jessika Roe, STOP & CPC Coordinator reviewed a letter Ann Riley, Director of KCCN requesting the County consider to provide an office space at no cost located at the Morris Sorenson Building. She stated that they would like a 2 year minimum agreement with the County for use of an office at no cost. Robin Read, Public Health Administrator stated that she is not sure how many spaces they have however it was her who approached the KCCN about the use of space since she was aware that they lost the funding that paid their rent. Commissioner Jewell explained that he is never in support of giving up office space for fear that it will set precedence. He explained that he doesn't like to compete with the private sector on rental office space. He felt he could support a one year lease and noted that if grant funding becomes available some of the funds would go towards rent. Chairman O'Brien stressed that this offer is not including KCCN in the move to the new Courthouse should the County move forward with building.

There was discussion on how having the KCCN located within the County would be beneficial as well as what KCCN's expectations for access to the building were.

The Board felt it would be important to include in any Agreement that comes before them for consideration that the County would be absolved of any liability that the KCCN would have to relocate if the County needed the space, noting that reasonable notice would be given. Chairman O'Brien stated he would be okay with a temporary two year Agreement. Commissioner Osiadacz questioned County Prosecutor Greg Zempel on whether or not there would be a conflict with the County "giving" office space. Mr. Zempel indicated that there would not be due to the fact that the organization provides services and works closely with the County.

The Board directed Ms. Read to work with the Prosecutor's Office on drafting an Agreement for them to consider.

AUTHORIZE

STATE AUDITORS LETTER

COMMISSIONERS

Commissioner Jewell moved to authorize Chairman O'Brien's signature on the State Auditor's Engagement Letter. Commissioner Osiadacz seconded. Motion carried 3-0.

RATIFY

LETTER TO GOV. INSLEE

COMMISSIONERS

Commissioner Jewell moved to ratify his signature on a letter sent to Governor Jay Inslee as part of his involvement in the YBIP, requesting that Mr. Inslee include in his proposed 2017 - 2019 Capital Budget \$31.1 million dollars for investment in water storage and supply, fish passage and habitat restoration, and additional opportunities, including additional land acquisition that is essential to multiple elements of the YBIP, noting that other members of the YBIP had signed it as well. Commissioner Osiadacz seconded. Motion carried 3-0.

UPDATE

BOCC/ DEPARTMENT HEAD REPORTS

COMMISSIONERS

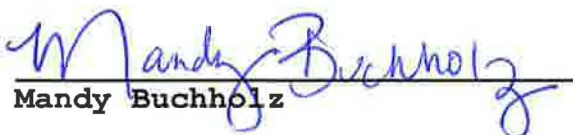
Each Commissioner was assigned three different Department Heads to meet with on a weekly basis. This was determined at a Special Meeting with the Board of County Commissioners held on June 18, 2009. Each Commissioner reviewed discussions held with their respective departments and exchanged details of 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 10:15 a.m.

DEPUTY CLERK OF THE BOARD

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Mandy Buchholz


Obie O'Brien, Chairman