

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

**MONDAY**

**9:00 A.M.**

**OCTOBER 18, 2021**

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

Others: Mandy Buchholz, Administrative Supervisor; Julie Kjorsvik, Clerk of the Board; Carly Brettmann, Communications Director via WebEx; Jeanne Killgore, HR Rep.

**SPECIAL MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. Vice-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 October 15, 2021.

**RATIFY**

**PUBLIC LANDS COMMISSIONER**

**COMMISSIONERS**

Commissioner Wright moved to approve and ratify Board signature on a letter to Public Lands Commissioner Hillary Franz Re: Dicky Creek Bridge Replacement Requested Land Swap. Vice-Chairman Osiadacz seconded. Motion carried 2-0.

**EXECUTIVE SESSION**

**COMMISSIONERS**

At 9:26 a.m. Vice-Chairman Osiadacz announced the Board would recess into Executive Session for 5 minutes to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing

body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public. No action anticipated.

At 9:31 a.m. the Board reconvened out of Executive Session. No action taken.

**UPDATE**

**COMMUNICATIONS DIRECTOR**

**COMMISSIONERS**

Carly Brettmann, Communications Director provided updates and received recommendations from the Board on what they felt was a priority focus for her. The Board discussed Facebook posts for the week they wanted to be published.

**UPDATE**

**BOCC/ DEPARTMENT HEAD REPORTS**

**COMMISSIONERS**

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis. The assignments for 2021 were determined at the Board of County Commissioners Office Admin meeting on 1-11-2021.

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

**OTHER BUSINESS/GENERAL UPDATES**

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


Jeanne Killgore, HR Representative requested the Boards direction on who they would like to be the mentor for the new HR Director. Ms. Killgore was directed to check with Superior Court Administrator Sarah Keith and Juvenile Court Administrator Katrina Mankus to see if either could fill the role or if they had any interest and then report back.

Meeting adjourned at 9:33 a.m.

**ADMINISTRATIVE SUPERVISOR**

  
Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
Laura Osiadacz, Vice-Chairman