

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

**MONDAY**

**9:00 A.M.**

**JUNE 13, 2022**

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

Others: Mandy Buchholz, Administrative Supervisor; Julie Kjorsvik, Clerk of the Board; Emily Smith, Administrative Assistant; Chelsey Loeffers, Health Promotion Supervisor; and one member of the public.

**REGULAR MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. 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 June 10, 2022.

**ORIENTATION**

**PUBLIC HEALTH - LOEFFERS**

**COMMISSIONERS**

The Board discussed with Ms. Loeffers their expectations for her as the incoming Public Health Director, including public accountability, scheduling work hours, and availability for ongoing questions as needed and signed the Orientation Checklist form, from Human Resources. Commissioner Wright stressed the importance of her keeping them abreast of all things going on at the State level.

**EXECUTIVE SESSION**

**COMMISSIONERS**

At 9:43 a.m. Chairman Osiadacz announced the Board would recess into Executive Session for ten minutes with just the Board, 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. Possible action anticipated.

At 9:53 a.m. the Board reconvened out of Executive Session. No action was taken.

At 9:53 a.m. Chairman Osiadacz announced the Board would recess back into Executive Session for five minutes with just the Board, 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. Possible action anticipated.

At 9:58 a.m. the Board reconvened out of Executive Session. The Board directed Staff to add an Executive Session to Friday's pre-existing Executive Session at 1:00 p.m. and invite CDS Director Carlson & IT Director Goeben under Executive Session letter G.

#### **DISCUSSION**

#### **FACEBOOK WEEKLY POSTS**

#### **COMMISSIONERS**

The Board determined that for the week of June 13, 2022 the Board would post on their Facebook page about Patriot Nights Concert on the 4<sup>th</sup> of July and thank you messages to outgoing Airport Director Grannan and outgoing Public Health Director Lamb.

#### **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 2022 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.

#### **OTHER BUSINESS/GENERAL UPDATES**

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

Commissioner Wright confirmed with the Board that he would be the lead on the NACO/COG presentation.

Staff was directed to work with Commissioner Wachsmith for meal planning for the Budget Retreat.

Commissioner Osiadacz was tasked with drafting an email to IT Director Goeben notifying him the Board is not interested in the LEAN process they have worked through.

Meeting adjourned at 10:00 a.m.

**ADMINISTRATIVE SUPERVISOR**

  
\_\_\_\_\_

**Mandy Buchholz**

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
\_\_\_\_\_

**Laura Osiadacz, Chairman**