

**COMMISSIONERS' MINUTES
KITITITAS COUNTY, WASHINGTON
CONFERENCE ROOM
SPECIAL MEETING**

WEDNESDAY

9:00 A.M.

OCTOBER 19, 2022

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

Others: Julie Kjorsvik, Clerk of the Board; Chelsey Loeffers, Public Health Director; Mike Hougardy, Assessor; Katrina Mankus, Juvenile Court Administrator; Amy Cziske, Treasurer; Mark Cook, Public Works Director; Brian Carlson, Budget & Finance Director; Phil Backlund, Consultant; and 1 member of the public.

SPECIAL MEETING

MANAGEMENT TEAM

COMMISSIONERS

At 9:00 a.m. Chairman Osiadacz opened a Special Meeting to meet with the Management Team's Executive Committee.

CERTIFICATION

DIGITAL ASSURANCE CERTIFICATION

AUDITOR

Commissioner Wachsmith moved to approve and authorize the Chairman to sign a Pricing Agreement with Digital Assurance Certification, LLC, Disclosure-Dissemination Agent Services. Chairman Osiadacz seconded. Motion carried 2-0.

Amy Cziske, Treasurer, said the Management Team had a half-day retreat on Friday October 7th which was a follow up to the one-day retreat back in July. She said the Management Team completed their Strategic Plan and tried to tie it to the Commissioners plan. Their overall focus was on employees and trying to unify everyone. Chairman Osiadacz felt there wasn't very much included in their plan that refers to serving the public. Mike Hougardy, Assessor, explained that if they could work towards increasing efficiency and employee betterment, it would most certainly increase public service. Mark Cook, Public Works Director, explained how everyone seemed to be in favor of getting all permitting departments under one roof and how it would be an overall benefit the public.

Ms. Cziske said one of their 90-day goals were to have a work from home standards policy in place. The Management Team would like to know what the Commissioner's vision was for employees across the board. Chairman Osiadacz said the Board recognized the need for flexibility with remote abilities, wherever possible. Mark said everyone should evaluate their positions and define what positions were essential to those who interface with the public. Commissioner Wachsmith felt the County was losing employees to other places that offer a work from home option, and by offering it, it could be a perk for recruitment and retention. They agreed to have Jeanne

APPROVED

11-1-22

Killgore, HR Director, draft a proposal and then get buy-in from the Management Team followed by presenting it to Board of County Commissioners. Amy offered to reach out to Jeanne to let her know.

The Management Team is committed to establish equity across the board and how there's a need to review and address exempt employee benefits including, vacation, longevity, and timekeeping. Mark recommended to begin the review with longevity since it's already in place with the unions. He felt it would be somewhat of a low-cost to the County. Amy offered to work with Jeanne on drafting a policy. It was suggested to have Brian Carlson, Budget & Finance Director, to bring a financial impact to the Commissioners since they are currently discussing the 2023 budget.

The State will be ending the COVID-19 emergency order at the end of October and the County needs to ensure their policies are also rescinded. Jeanne is already looking into it for the County.

The Policy Committee will not be the ones who write policies but will be reviewing them to ensure they are applicable. Amy reviewed a new form that will be used to begin processing draft policies.


Amy asked if there was anything the Board would like to relay back to the Management Team, as communication goes both ways. The Board expressed their appreciation to the Management Team and how they've been doing great work.

The meeting was concluded at 9:50 a.m.

CLERK OF THE BOARD


Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Laura Osiadacz, Chairman