Kittitas County Commissioners
IT Study Session - Regular Meeting
Monday, February 27, 2023 - 11:00 AM
BOCC Conference Room
205 West 5th Room 108 – Ellensburg

Commissioners present: Cory Wright, Laura Osiadacz, Brett Wachsmith
Others present: Doug Fessler, Zane Kinney, Stephanie Hartung

Meeting Called to Order

Citizen Comment (1 min. time limit)

None present.

Request change to IT Policy regarding: 5.4.4 Physical access; 5.4.4.1 IT office area

A change was requested to allow the ability for broader access for maintenance staff to function in the IT office area outside normal business hours while still meeting CJIS security requirements.

Motion to accept by Commissioner Wachsmith, seconded by Commissioner Osiadacz, all approved.

General updates

Doug Fessler and Zane Kinney presented updates on the following items:

- Progress on critical security projects is proceeding. The most critical is functioning and is considered 95% complete. Other projects are proceeding well and are on track to meet stated completion dates.
- Grant funding offered by the Washington Secretary of State, was secured. It will in part be used to enhance both the IT physical office as well as the County's IT cybersecurity posture.
- IT has filled the two vacant Support Technician positions. Brendan Killeen and Cody Boothe began employment on February 21st.
- For many years the IT department has needlessly held all-staff meetings twice weekly. IT will be reducing this to twice a month.
- A quote from the City of Ellensburg for routing fiber optic cable to the new Prosecuting Attorney's Office has been received. IT is exploring other options.

APPROVED
5-2-23

Executive Session

RCW 42.30.110

(1) Nothing contained in this chapter may be construed to prevent a governing body from holding an executive session during a regular or special meeting:

(a)(i) To consider matters affecting national security,

(ii) To consider, if in compliance with any required data security breach disclosure under RCW 19.255.010 and 42.56.590, and with legal counsel available, information regarding the infrastructure and security of computer and telecommunications networks, security and service recovery plans, security risk assessments and security test results to the extent that they identify specific system vulnerabilities, and other information that if made public may increase the risk to the confidentiality, integrity, or availability of agency security or to information technology infrastructure or assets;

Entered 11:23 am for 10 minutes
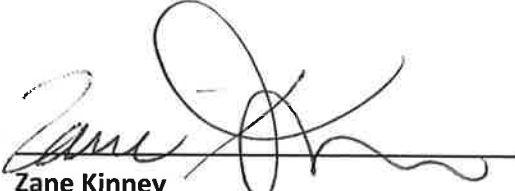Extended 11:33 am for 10 minutes
Ended 11:43 am

Other Business

Commissioner Wright voiced concern over the ability of third-party media consultants to gain access and proper permissions to assist in managing County social media sites. Zane Kinney assured him that this should not be an issue.

Concluded

Meeting concluded at 11:50 am

Kittitas County Commissioners
Kittitas County, Washington

Zane Kinney

Cory Wright, Chairman

5.4.4 Physical access
5.4.4.1 IT office area

1. Access to the IT office will have the following restrictions:
    1. Unrestricted access: IT employees
    2. When IT employees are not present: Maintenance Director and select other Maintenance employees as approved by the IT Director who have passed a background check
    3. When accompanied by IT employees: all other employees and non-employees
    4. For emergency purposes only: Commissioners, Sheriff, and the Sheriff's command staff
2. IT entry doors will always remain locked or attended, and "Secure Area" will be prominently posted.
3. After-hours access must be scheduled with, or reported to, the IT Director or designee. (CJIS 5.9 §§ 5.9.1.1-5.9.1.8)

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