

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
KVEC ARMORY
SPECIAL MEETING**

THURSDAY

8:30 A.M.

JUNE 29, 2023

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

Others in attendance: Mandy Buchholz, Office Administrator-BoCC; Julie Kjorsvik, Clerk of the Board; Doug Fessler, IT Director; Brian Carlson, Budget & Finance Manager; Jeanne Killgore, HR Director; Jacob Schroder, Admin Supervisor PAO; Elishia Harvill, Chief Administrator; Mike Hougardy, Assessor; Christy Garcia, Chief Administrator; Kylee Wuesthoff, Finance Officer; Codi Fortier, Admin Assistant-Airport; Kari Elkins, Office Administrator - Juvenile Probation; Katrina Mankus, Juvenile Court Administrator; Sarah Keith, Superior Court Administrator; Diana MacKenzie, Upper Dist. Court Administrator; Karen Bowen, Clerk; Lisa Lawrence, Assistant Director SW; Reid Burbank, Finance Manager-DPW; Sharrie McPherson, Fiscal Analyst; Clay Myers, Sheriff; Mark Cook, Public Works/CDS Director; Chelsey Loeffers, Public Health Administrator; Katie Odiaga, Fiscal Analyst; Kady Porterfield, KVEC Director; Cori McKean, Chief Deputy Coroner; Nick Henderson, Coroner; Steve Panattoni, Jail Superintendent; Bryan Elliott, Auditor; Dora Van Epps, Accountant II; Zack DeHaven, Accountant II; Cody Cupp, Maintenance Project Manager; Patti Stacey, Solid Waste Director/Project Manager/Interim Maintenance Director; Tip Hudson, WSU Extension; Sue Higginbotham, Chief Administrator - Auditor; Todd Davis, Noxious Weed Director; Tasha Potter, Chief Administrator - Public Defense; Barb Demory, Lower District Court Administrator; Zane Kinney, Assistant Director - IT; Chelsey Pedersen, Application Developer; Lindsey Buntin, Senior Misdemeanant Probation Officer.

SPECIAL MEETING

BUDGET RETREAT

COMMISSIONERS

At 8:30 a.m. Chairman Wright opened a Special Meeting for the County's Annual Budget Retreat and thanked everyone for attending this year.

Brian Carlson, Budget & Finance Director reviewed the Retreat Agenda, Budgeting Formalities, Technical Information; Budget/Finance Director Goals and Methods; and Survey Results. There was open discussion with the BoCC Management Team regarding Observations & Anecdotes; Analysis on Summary Figures, Division of Resources: Elected Officials and BoCC, History, Trends, what is driving it, and forecasts; Macro-Level Anaysis and Hidden Costs.

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APPROVED

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LUNCH BREAK - 12:04 pm - 12:45 pm

Budget & Finance Director Carlson resumed budget talks with the Management Team regarding Management Observations & Anecdotes.

Open Discussion regarding analysis of summary figures, division of resources: Elected Officials, history, trends, drivers, forecasts, macro-level analysis, hidden costs. BoCC Priorities: economic development, construction, broadband, levy lifts and other ballot measures, county roads, Kittcom, Cle Elum School Dist., Upper County Public Facilities Dist., sustainability (County Org), Strategic Planning, Financial Planning, Asset Mgmt, Succession Planning, Talent Acquisition and Development Retention; Management Team Priorities being an Employer of Choice and IT related initiatives.

Director Carlson reviewed Personnel Priorities; salary study and internal market rate analysis; 2024 COLA: Exempt and Non-Exempt applicability; Benefits, Health Insurance, Self-Insurance Plan.

Wrapping up the day was a roundtable discussion on Roads and Infrastructure, deferred maintenance, and Law Enforcement.

The Board and Brian thanked everyone for attending.

The meeting was concluded at 2:00 p.m.

OFFICE ADMINISTRATOR


Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Cory Wright, Chairman