

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
COMMISSIONERS CONFERENCE ROOM
REGULAR MEETING**

MONDAY

9:00 A.M.

NOVEMBER 21, 2016

Board members present: Chairman Obie O'Brien; Vice-Chairman Paul Jewell & Commissioner Laura Osiadacz.

Others: Mandy Buchholz, Deputy Clerk of the Board & one member of the public.

SPECIAL MEETING

OFFICE STAFF MEETING

COMMISSIONERS

At 9:00 a.m. Chairman O'Brien 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 (note there were no PAF's for 11/21/2016) 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 November 18, 2016.

UPDATE

BOCC/DEPARTMENT HEAD REPORTS

COMMISSIONERS

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis. This was determined at a Special Meeting with the Board of County Commissioners held on June 18, 2009. Each Commissioner reviewed discussions held with their respective departments and exchanged details of those meetings. On January 3, 2011 the Board determined it would be beneficial to alternate Commissioners that will oversee the different Department Head's on an annual basis. They determined at the end of 2013 they would review the various committees they participate in and provide beneficial updates to the Board as needed during this time as well.

OTHER BUSINESS-N/A

Meeting adjourned at 9:15 a.m.

APPROVED
12-6-16

DEPUTY CLERK OF THE BOARD


Mandy Buchholz

KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON


Obie O'Brien, Chairman