

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

MONDAY

9:00 A.M.

MAY 7, 2018

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

Others: Mandy Buchholz, Deputy Clerk of the Board II; Judy Pless, Budget & Finance Director & Elisha Harvill, Office Administrator.

SPECIAL 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 May 4, 2018.

DISCUSSION FACEBOOK WEEKLY POSTS COMMISSIONERS

The Board determined for the week of May 7, 2018 they would not post anything.

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.

APPROVED
6/5/18

Commissioner O'Brien moved authorize Chair signature on a SAM.Gov Registration Processing Letter as presented. Chairman Osiadacz seconded. Motion carried 2-0.

OTHER BUSINESS-N/A

Meeting adjourned at 9:30 a.m.

DEPUTY CLERK OF THE BOARD


Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Laura Osiadacz, Chairman