

**KITTITAS COUNTY MANAGEMENT TEAM/
KITTITAS COUNTY BOARD OF COUNTY COMMISSIONERS
EMERGENCY - SPECIAL MEETING
COMMISSIONERS AUDITORIUM**

WEDNESDAY

8:00 A.M.

MARCH 11, 2020

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

Others: Julie Kjorsvik, Clerk of the Board; Darren Higashiyama, Chief Deputy; Tristen Lamb, Public Health Administrator; Lisa Young, Human Resource Director; Pat Gigstead, Chief Probation Officer; Benjamin West, Director of Airport Operations; Mike Hougardy, Assessor; Patti Johnson, Solid Waste Director/Interim Maintenance Director/Project Manager; Sarah Keith, Superior Court Administrator; Katrina Mankus, Juvenile Court Administrator; Cori McKean, Office Administrator; Diana MacKenzie, Upper District Court Administrator; Kari Elkins, JCA Assistant; Mark Cook Public Works Director/Interim Engineer; Amy Cziske, Treasurer; Jerry Pettit, Auditor; Val Barschaw, Clerk; Jim Goeben, IT Director; Dan Carlson, CDS Director; Judy Pless, Budget & Finance Manager; Greg Zempel, Prosecutor; Todd Davis, Noxious Weed Director; Lisa Murray, Administrative Supervisor; Dr. Mark Larson, Public Health Official; Tip Hudson, Cooperative Extension Agent; Kady Porterfield, Event Center Director; and Clay Myers, Sheriff.

APPROVAL OF MINUTES: Lisa moved to approve the February 12, 2020 meeting minutes, as presented. Clay seconded. Motion approved unanimously.

ANNOUNCEMENTS: None.

COVID-19 UPDATE:

Dr. Mark Larson, Public Health Official provided an update on COVID-19. He said Kittitas County has one positive case, but things are changing on a moment to moment basis and anticipate receiving more positive test results. Currently they are not canceling large events, but recommendations to close may eventually happen. He said Kittitas Valley Hospital is not charging for testing which is a benefit to our community. Tristen said its extremely important that there is accurate information going out to the community and the Public Health Department has current information available on their website and Facebook page. She said the Washington Department of Health has some excellent information on COVID-19 and guidance documents on it as well. Darren Higashiyama provided an update and encouraged everyone to begin coming up with a plan for people to work from home.

Lisa Young said she has been working on policies and procedures regarding working from home (telecommuting). Jim Goeben said IT has 10 loaner laptops which are available for employees to use if they are working from home. Clay Myers spoke on the continuity of government & continuity of operations and urged everyone to begin looking at ways to modify their functions,

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including what is legally required to continue to do if the County were to close. He said law enforcement already has plans in place

AMENDMENTS TO MANAGEMENT TEAM BYLAWS: This item was postponed until a later date.

OPENGOV PRESENTATION: This item was postponed until a later date.

NOMINATIONS AND VOTE ON AN APPOINTMENT TO SERVE ON THE EXECUTIVE COMMITTEE: This item was postponed until a later date.

COMMENTS/SHARED SUCCESSES FROM TEAM MEMBERS ON DEPARTMENT ISSUES: None.

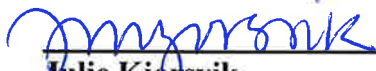
The Management Team meeting was adjourned at 9:05 a.m.

The Kittitas County Board of Commissioners extended their Emergency Meeting to meet with Clay Myers, Sheriff; Darren Higashiyama, Chief Operations; Lisa Young, Human Resources Director; Greg Zempel, Prosecutor; Julie Kjorsvik, Clerk of the Board; and Tristen Lamb, Public Health Administrator.

The Board discussed daily operations of the County and if there were processes already established and in place if the County were to close-down to in person services public. Discussions were also held on the need to identify essential functions. Lisa and Brett offered to draft a message to send out later in the afternoon to Elected Officials and Department Heads and to request that they push out the information to their employees. They felt it was extremely important that all employees are hearing the same thing directly from those who they work for.

The meeting was adjourned at 9:48 a.m.

CLERK OF THE BOARD



Julie Kjorsvik

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**



Brett Wachsmith, Chairman