

**COMMISSIONERS' MINUTES
KITITAS COUNTY, WASHINGTON
CONF. ROOM
REGULAR MEETING**

MONDAY

9:00 A.M.

MAY 15, 2023

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

Others: Mandy Buchholz, Office Administrator; Julie Kjorsvik, Clerk of the Board; Greg Zempel, Prosecutor.

REGULAR MEETING

OFFICE STAFF MEETING

COMMISSIONERS

At 9:00 a.m. Chairman Wright 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

No Log for the week.

DIRECTION

ADMIN ASSISTANT - BOCC

COMMISSIONERS

Julie Kjorsvik, Clerk of the Board updated the Board on recruitment for the Administrative Assistant vacancy. She stated that they have received 30 applications and interviewed at least 6 applicants. She stated that they had one they really liked, however the candidate is related to Commissioner Osiadacz and so that won't work. She stated that the Board of Equalization (BoE) is about to get busy and with no new hire on the horizon there is no way we can keep that in our office any longer. She explained there is only two fulltime employees in the office and listed out the current committees we are responsible for as well as all the other duties we cover. There is also anticipated time off and a surgery expected so it's not possible to commit someone from our office to that any longer. She stated that BoE used to be in CDS and it came to our office in 2008 during the recession due to their department being cut back so much they could no longer support it. She asked the Board for help and direction on how to proceed. The Board directed Commissioner Wachsmith to meet with CDS Director Carlson and let him know that

OTHER BUSINESS/GENERAL UPDATES


There were general updates on meetings & conversations that the Board participated in, individually over the past week.

Meeting adjourned at 9:56 a.m.

OFFICE ADMINISTRATOR


Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON**


Cory Wright, Chairman