

**WORKSHOP MEETING MINUTES OF THE BOARD OF  
COMMISSIONERS OF KITTITAS COUNTY PUD #1  
AUGUST 27, 2019**

The Workshop Meeting of the Board of Commissioners of Public Utility District No. 1 of Kittitas County was called to order by President Paul Rogers at 10:00 A.M.

**Those Present:**

Paul Rogers, President  
Joe O'Leary, Vice President  
Shan Rowbotham, Secretary  
Matt Boast, General Manager  
Genine Pratt, Finance Manager  
Kelly Carlson, Administrative Assistant

**GUESTS:**

Kristin Forsberg, Diligent/BoardEffect (Telecom)

**GUEST COMMENTS:**

Kristin Forsberg was present (telecom) to present a live demo of the BoardEffect software for the Commissioners and staff.

**DISCUSSION:**

***BoardEffect Demo:***

Kristin Forsberg presented a live demo of the BoardEffect software for the Commissioners. Q & A followed. Commissioners requested staff to put this topic on the Regular Meeting agenda later in the day.

***Auditing Officer vs Internal Auditor:***

FM Pratt presented an informational document that laid out the difference between the Auditor Officer, Finance Manager and Internal Auditor. Discussion followed on the three different positions and their roles and responsibilities.

***EXECUTIVE SESSION:***

Commissioner Rogers called for an executive session at 11:10 a.m. for 30 minutes to discuss:

*(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. However, subject to RCW 42.30.140(4), discussion by a governing body of salaries, wages, and other conditions of employment to be generally applied within the agency shall occur in a meeting open to the public, and when a governing body elects to take final action hiring, setting the salary of an individual employee or class of employees, or discharging or disciplining an employee, that action shall be taken in a meeting open to the public;*

Commissioners came out of executive session at 11:40 a.m.; extended for 20 minutes. Commissioners then came out of executive session at 12:00 – No Action taken.

***Internal Control Policy:***

No action taken.

**Adjourned at 12:00 pm**


ATTEST:



Paul Rogers, President



Joe O'Leary, Vice President



Shan Rowbotham, Secretary