

## COMMISSIONERS' PROCEEDINGS

Regular Meeting  
Adams County Courthouse  
Ritzville, Washington

March 22, 2023 – 9:00 a.m.  
(Wednesday)

### Call to Order

Chairman Weise called the meeting to order.

### Present:

Chairman Jay R. Weise  
Vice-Chairman Dan C. Blankenship  
Commissioner Miguel A. Garza

### Pledge of Allegiance

Chairman Weise led the Pledge of Allegiance.

### Approval/Addition of Agenda

Commissioner Blankenship moved, Garza seconded, to *add the following item to the agenda; and, approve the agenda as amended.*

1. Kathleen Campbell – Human Resources

**Motion carried.**

### Board Workshop

#### Central Services

Director Igbinoba reviewed a *draft* Computer Deployment Plan and a Professional Services Agreement for the installation of one hundred twenty-five (125) computers in county offices. Compensation for deployment services was discussed. The Board provided **consensus authorization for Director Igbinoba to move forward with finalizing the Computer Deployment Plan and Professional Services Agreement.**

Director Igbinoba reviewed Agreement #71485, between Kelley Connect, Moses Lake, Washington and Adams County, for a forty-eight (48) month lease of a Color Printer at a cost of \$125.12 per month for the Treasurer's office; and, Agreement #71497, between Kelley Connect, Moses Lake,

Washington and Adams County, for a forty-eight (48) month lease of a Color Printer at a cost of \$125.12 per month for the Assessor's office. The Board provided **consensus authorization for Director Igbinoba to move forward with the lease of the above-referenced copiers.**

Director Igbinoba requested approval from the Board to occupy an office within the county building located at 445 E. Cedar Boulevard, Othello, noting the cost to provide internet services to the building is \$2,202.39 and falls within his current budget. The Board provided **consensus authorization to utilize office space in the Cedar Street building as well as provide internet service to the building.**

### **Human Resources**

Manager Campbell updated the Board on Spanish language proficiency testing options. Additionally, comparative salary schedules were reviewed for district court clerk positions.

**Recess @ 12:05 p.m.**

**Reconvene @ 1:05 p.m.**

### **District Court**

District Court Judge Russell, Position No. 1, and District Court Judge Benzel, Position No. 2, reviewed the current deputy court clerk positions, proposing a restructuring of duties as well as proposed compensation. The Board provided **consensus authorization for the following:**

- **District Court Administrator – job description modifications were accepted; the position will be reclassified from EE1 to EE5 on the Adams County Exempt Employee Salary Schedule.**
- **Lead Deputy Court Clerk – job description was accepted; the position will be classified at Range F on the Adams County Collective Bargaining Unit Salary Schedule**
- **Deputy Court Clerk – job description modifications were accepted; the position will remain at Range B on the Adams County Collective Bargaining Unit Salary Schedule**

Additionally present were Prosecutor Flyckt and Human Resource Manager Campbell.

**Adjournment @ 1:58 p.m.**

Submitted:  
s/Patricia J. Phillips, CMC  
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS  
ADAMS COUNTY, WASHINGTON  
s/Jay R. Weise, Chairman  
s/Dan C. Blankenship, Vice-Chairman  
s/Miguel A. Garza, Commissioner