

COMMISSIONERS' PROCEEDINGS

**Regular Meeting
Adams County Courthouse
Ritzville, Washington**

June 18, 2025 – 9:00 a.m.
(Wednesday)

Call to Order

Chairman Garza called the meeting to order.

Present:

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

Pledge of Allegiance

Chairman Garza led the Pledge of Allegiance.

Approval/Addition of Agenda

Commissioner Blankenship moved, Weise seconded, to *approve the agenda with the following additions:*

- 1. Integrated Health Care Services staffing request.*
- 2. Adams County Countywide Housing Plan Policy discussion.*

Motion carried.

Integrated Health Care Services

The Board provided **consensus authorization for Integrated Health Care Services Director Guse to offer a vacant MHP/DCR position, at a salary designation of Range 6, Step 4, on the Adams County Exempt Employee Salary Schedule, to applicant Cheri E. Dowse, based on prior relevant experience, qualifications, and education.**

Adams County Countywide Housing Plan Policy

The Board rescheduled the Adams County Countywide Housing Plan Policy discussion to Tuesday, June 22, 2025.

Adams County Planning Commission

Commissioner Weise moved, Blankenship seconded, to *appoint Kyle Niehenke, Ritzville, to the Adams County Planning Commission, District*

#2, to fill an unexpired term, effective June 18, 2025 through March 31, 2027. Motion carried.

Executive Session

At 9:25 a.m. Chairman Garza announced the Board would recess into Executive Session for twenty (20) minutes under RCW 42.30.110(1)(g) – “To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.” Central Services Director Igbinoba and Prosecutor Flyckt were present.

At 9:32 a.m. the Board reconvened from Executive Session.

Duo Multi Factor Authentication

The Central Services department is in the process of enacting duo multi-factor authentication. Director Igbinoba reported an alternative method will be provided to employees that do not wish to use their personal cell phones to authenticate their identity.

Central Services

Commissioner Weise moved, Garza seconded, to *grant Central Services Director Alex Igbinoba a step increase from R4/S4 to R4/S5 on the Adams County Management Salary Schedule, effective June 16, 2025. Motion carried.* The increase effective date does not change or modify the employee’s original anniversary date of January 1. The employee will be eligible for a step increase on January 1, 2026, pending a satisfactory evaluation at the end of 2025.

Adjournment @ 11:41 a.m.

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

Edited and Approved:

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