

KITTITAS COUNTY
PUBLIC HOSPITAL DISTRICT NO. 1
KITTITAS COUNTY, WASHINGTON

RESOLUTION NO. 25-10

A resolution of the Board of Commissioners of Kittitas County Public Hospital District No. 1, Kittitas County, Washington, adopting a policy regarding disclosure of public records under the Washington Public Records Act, chapter 42.56 RCW, and making findings and determinations under RCW 42.56.070 and RCW 42.56.120.

WHEREAS, Kittitas County Public Hospital District No. 1, Kittitas County, Washington, (the "District" or "Kittitas Valley Healthcare"), is a duly organized municipal corporation of the state of Washington that operates health care facilities and services; and

WHEREAS, the Public Records Act, at RCW 42.56.070, requires agencies to maintain an index of certain agency records, unless the agency issues a formal order specifying the reasons why and the extent to which making such an index would be unduly burdensome or interfere with agency operations; and

WHEREAS, the Public Records Act, at RCW 42.56.120, permits agencies to charge actual costs for copies of records, unless by rule or regulation it declares the reasons doing so would be unduly burdensome.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF KITTITAS COUNTY PUBLIC HOSPITAL DISTRICT NO.1, KITTITAS COUNTY, WASHINGTON, as follows:

Section 1. Adoption of Public Records Policy. The Commission hereby adopts the Public Records Policy in substantially the form attached hereto as Exhibit A ("Policy") as the rules governing disclosure of the District's public records. The District's Public Record Officer, in consultation with the District's Chief Executive Officer, is hereby authorized to amend the Policy as necessary to remain in compliance with evolving law governing the handling of public records requests and to update the Policy as facts may require. All amendments to the Policy shall be reported to the Commission.

Section 2. Findings and Determinations under RCW 42.56.070. The Commission finds and determines that maintaining an index under RCW 42.56.070 would be unduly burdensome and interfere with agency operations. The District is composed of numerous departments and facilities that provide health care to thousands of individuals in Kittitas County. The District's records are diverse, complex, and stored in multiple locations and in multiple systems and databases. The sheer volume of records produced by the District precludes any attempt to maintain a comprehensive and current index of records. The District will make available for public inspection and copying any indexes for agency use if it creates any in the future.

Section 3. Findings and Determinations under RCW 42.56.120. The Commission finds and determines that calculating the actual cost of providing public records would be unduly

burdensome. The District does not have the resources to conduct a study to determine actual copying costs for all of its records and to conduct such a study would interfere with other essential District functions. Further, through the legislative process, the public and requesters have commented on and been informed of authorized fees and costs provided in the Public Records Act, including RCW 42.56.120 and other laws. Accordingly, it is more cost efficient, expeditious, and in the public interest for the District to adopt the state legislature's approved fees and costs for most of the District's records, as authorized in RCW 42.56.120 and set forth in the fee schedule of the District's Public Records Policy.


ADOPTED by a vote of the Board of Commissioners of Kittitas County Public Hospital District No. 1, Kittitas County, Washington, at an open public meeting thereof this 3rd day of November, 2025, the following Commissioners being present and voting:



President and Commissioner



Commissioner



Commissioner

Commissioner



Secretary and Commissioner

I, Terry R. Clark, Secretary of Kittitas County Public Hospital District No. 1, Kittitas County, Washington, certify that the attached copy of Resolution No. 25-10 is a true and correct copy of the original resolution adopted by the Board of Commissioners on the 3 day of November, 2025, as that resolution appears on the Minute Book of the District.

DATED this 3 day of November 2025.

Terry R. Clark
Terry R. Clark
Secretary of the District