



To Protect and Promote the Health and the Environment of the People of Kittitas County

**KITTITAS COUNTY JOINT BOARD OF HEALTH (BOH) AND BOARD OF COUNTY COMMISSIONERS  
(BOCC)  
Meeting Minutes  
December 21, 2023  
Commissioners' Auditorium  
1:00pm**

**Present**

Board of Health (BOH): Brett Wachsmith, Laura Osiadacz, Cory Wright, Danielle Bertschi

Absent: Dede Utley

Public Health: Candi Blackford, Chelsey Loeffers, Jesse Cox, Dan Suggs, Lucy Garcia, Cambron Walker, Kate Johnson, Mackenzie Carter, Whitney Wheelock, Mark Larson M.D., Katie Odiaga, Kasey Knutson

Meeting called at 10:02

Jesse Cox reviewed the staff report that noted that in 2016, the Kittitas County Public Health Department (KCPHD) adopted the county's newly acquired fee calculation model, which calculates Environmental Health fees using actual cost of service. Each year, services associated with cost-for-service fees are time-tracked, analyzed and reconciled to accurately reflect the time spent on each activity. The fee model is also updated with updated labor and non-labor costs. Primary updates to the 2024 fees include updated time code analysis, the 2024 3% cost of living increase for staff. As directed by the Kittitas County Board of County Commissioners, the 2024 fees do not include any estimated wage range changes which are anticipated as a result of Kittitas County's recent wage survey.

Mr. Cox reviewed the fees that had the largest increases for 2024 with the board and there were no questions.

Public comment open at 10:12 a.m.

Public comment closed at 10:12 a.m.

**Motion 12.01: Motion to approve Board of Health Resolution 2023-003 Adopting the 2024 Public Health Fee Schedule. Brett Wachsmith moved to approve Board of Health Resolution 2023-003 Adopting the 2024 Public Health Fee Schedule. Laura Osiadacz second. All approved. Motion 12.01 carried to approve Board of Health Resolution 2023-003 Adopting the 2024 Public Health Fee Schedule.**

**Motion 12.02: Motion to approve Board of County Commissioners Resolution 2023-232 adoption the 2024 Public Health Fee Schedule. Brett Wachsmith moved to approve Board of County Commissioners Resolution 2023-232 adoption the 2024 Public Health Fee Schedule. Laura Osiadacz second. All approved. Motion 12.02 carried to approve Board of County Commissioners Resolution 2023-232 adoption the 2024 Public Health Fee Schedule.**

Meeting concluded at 10:14 a.m.



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Brett Wachsmith, Commissioner, Chair



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Chelsey Loeffers, Director  
Kittitas County Public Health



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Candi Blackford, Clerk of the Board of Health