



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

**Public Health Study Session**  
**February 26, 2025**  
**at 10:00 am**  
**Commissioners' Conference Room**  
**Meeting Minutes**

Present: Brett Wachsmith, Laura Osiadacz (arrived at 10:03 am), Cory Wright  
Public Health: Chelsey Loeffers, Candi Blackford, Kasey Knutson

Meeting was called to order at 10:00 by Brett Wachsmith.

Citizen Comment (1 minute time limit)

**Department Business**

Provide direction regarding Odd Fellows affordable housing contract next steps

Chelsey Loeffers provided the board with an update on the Odd Fellows contract. To date staff have not received all the necessary information to carry out the contract for the Odd Fellows Lodge 20 Housing Project for funds that were awarded last July. The Odd Fellows did not receive project funding from the Department of Commerce to Housing Trust Fund (HTF) and Connecting Housing to Infrastructure Program (CHIP) to support the project. The county included draft contract language stated that local funding is contingent on Commerce funds. Mrs. Loeffers has consulted with legal, and the recommendation from legal is that the Board of County Commissioners approve a letter to Odd Fellows providing set time to secure alternative funding, and if not attained by that date, the county will withdraw the intent to provide funding and free up those funds for other purposes. Odd Fellows can be encouraged to apply for future funds if they attain new funding sources.

Brett Wachsmith noted that he recently met with Mr. Sturgell and provided an update from that meeting and shared the Odd Fellow's intent to apply for 2025 Department of Commerce funding.

The board directed Mrs. Loeffers to work with legal to produce a letter to the Odd Fellows to withdraw the intent to fund, and encourage future application. The board directed the letter to be provided for final approval from Commissioner Osiadacz at the next scheduled Department Head meeting.

Approve funding algorithm for millage allocation to developmental disabilities subcontractors

Kasey Knutson discussed in brief the history of the program's millage. Historically Developmental Disability Millage funds have passed directly through the primary Developmental Disabilities Administration (DDA) funded subcontractor. The health department and the Developmental Disabilities Advisory Committee have adopted an internal policy to fund each subcontractor based on the total number of Kittitas County DDA Employment and Day Services clients served to allow more equitably distribution of funds. The board approved the algorithm and requested staff to bring forward a resolution with the algorithm outlined to the Board of County Commissioners at a future agenda session.

**APPROVED**  
3-18-25



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#### Provide direction regarding community Board of Health members involvement in 1/10<sup>th</sup> RFP process

Kasey Knutson discussed the 1/10<sup>th</sup> RFP process this year and noted that the Board of Health was removed from the process. A few of the board members have brought this to our attention and noted they would like to be included in the process in the future. Ms. Knutson asked the board how they would like to approach this. The 1/10<sup>th</sup> Advisory Board's job is to review and score the applications and make recommendations to the Board of County Commissioners. The first year the committee was just getting started and did not have all the process and procedures outlined. The Board of Health members weighed in during application review and provided a recommendation in addition to the 1/10<sup>th</sup> committee. Now that the committee is up and running the group discussed the role of the Board of Health in the 1/10<sup>th</sup> RFP application process and how they could incorporate their input. It was decided to invite the Board of Health members to the Board of County Commissioners Special meeting in the future for discussion of the applications, but they would not have any decision-making authority.

#### Provide direction regarding Cold Weather Shelter underspend

Chelsey Loeffers noted that HopeSource projects they will underspend funds for the cold weather shelter by approximately \$50,000.00. HopeSource has requested to transfer the underspent funds to another housing project. The board discussed options and decided to retain the funds and not re-distribute at this time. The board gave direction to create a joint press release with HopeSource about the underspent funds to highlight their efficient use of tax payer dollars.

#### Provide direction regarding Event Center kitchen improvements for Cold Weather Shelter

Chelsey Loeffers noted that there was approval to do construction on the event center that would allow for the event center to be used as a commissary kitchen during the Cold Weather Shelter operational time period. Mrs. Loeffers noted that the sink is still on back order. Mrs. Loeffers asked for direction on how to proceed with the construction efforts since the cold weather shelter will be closing next month. The board noted that they would like to give it until the end of April. The installation of the sink would be beneficial if the event center needed to be utilized again in the future for this purpose. If it has not been installed and no date set, they will discuss at that time how to move forward.

#### Public Health website discussion

Chelsey Loeffers noted that Erin Moore has met with IT to discuss exploring the possibility of a new Public Health website. Mrs. Moore has been working with IT to discuss a website possibility and what work that can be done to allow the website project to address initial infrastructure to meet the needs of the future full county website and be integrated into the county website once that upgrade is complete. Cory Wright asked if the department was contracting the website work out to keep in mind that the county is still unsure of style content for the whole county. The department should make sure that branding is in line with the County and requested that the department bring the branding discussion to the Central Services Committee. Mr. Wright would also like to make sure that Public Health is represented as a county department on the website.

#### FPHS Funds

Chelsey Loeffers noted that the state budget will decrease FPHS funds, and the department is working on scenarios for potential cuts. Mrs. Loeffers is working with finance and discussing multiple potential scenarios for various possible funding cuts. Mrs. Loeffers will keep the board updated as information becomes available.



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Meeting concluded at 10:49am

A handwritten signature in blue ink, appearing to read 'Laura Osiadacz', written over a horizontal line.

Laura Osiadacz, BOCC Chair

A handwritten signature in blue ink, appearing to read 'Candi Blackford', written over a horizontal line.

Candi Blackford, Clerk