

**COMMISSIONERS' MINUTES  
KITITAS COUNTY, WASHINGTON  
CONFERENCE ROOM  
REGULAR MEETING**

**MONDAY**

**9:00 A.M.**

**MAY 12, 2025**

Board members present: Chairman Laura Osiadacz and Commissioner Brett Wachsmith. Excused: Vice-Chair Cory Wright.

Others: Mandy Buchholz, Office Administrator; Katrina Mankus, Juvenile Court Administrator; Chelsey Loeffers, Public Health Director; and one member of the public.

**REGULAR MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

At 9:00 a.m. Chairman Osiadacz opened the Office Administration meeting.

**PUBLIC COMMENT - N/A.**

**CALENDAR**

**WEEK AT A GLANCE**

**COMMISSIONERS**

The Board of County Commissioners reviewed their weekly calendar.

**PAF/VOUCHERS**

**REVIEW OF PAF'S & VOUCHERS**

**COMMISSIONERS**

The Board of County Commissioners approved and signed County Employee Personnel Action Forms and Vouchers. \* Note there were no PAF's this week.

**CORRESPONDENCE LOG**

**REVIEW OF CORRESPONDENCE LOG**

**COMMISSIONERS**

The Board of County Commissioners reviewed the weekly Correspondence Log, a listing of all incoming mail and correspondence for the week ending May 9, 2025.

**UPDATE**

**CONTRACT PROCESSEING - JUVENILE**

**JUVENILE**

Katrina Mankus, Juvenile Court Administrator, updated the Board on how her office would be processing Contracts moving forward. She said she met with the Judges and they requested she provide the Board an update. She stated she is not required to have the Board sign contracts, and with the change in Judges they have indicated they will sign them unless there is an impact to the General Fund.

**APPROVE**

**1/10 FUNDING PURPOSE & GOALS**

**PUBLIC HEALTH**

Chelsey Loeffers, Public Health Director, explained that she was following up with the Board from her Study Session and off of DPA

Stephanie Hartung's suggestions to develop 1/10<sup>th</sup> funding purpose and goals. She stated that she worked with Kasey Knutson, Human Services Manager, took the BoCC input received, and now has a proposal before them for consideration. Commissioner Wachsmith moved to approve the 1/10<sup>th</sup> Funding Purpose & Goals, as presented. Chairman Osiadacz seconded. Motion carried 2-0.

**DISCUSSION**

**THE WALL THAT HEALS**

**COMMISSIONERS**

Mandy Buchholz, Office Administrator, explained that Commissioner Wright had asked that this invitation be shared with the Board and gave a brief overview of the invite. The Board determined they would register to attend if it worked for them as individuals and Commissioner Wachsmith asked that it be shared with the Veterans Service Officer.

**UPDATE**

**WHITE BOARD**

**COMMISSIONERS**

The Board reviewed their current whiteboard topics and provided status updates.

**DISCUSSION**

**COUNTY FACEBOOK**

**COMMISSIONERS**

The Board determined that for the week of May 12, 2025, they would post the following on their Facebook page: 2026 Comprehensive Plan Periodic Update Community Survey; City of Ellensburg & Kittitas County Flood Open House that will be held on 5/14 from 4-6pm at City Hall.

**UPDATE**

**BOCC/ DEPARTMENT HEAD REPORTS**

**COMMISSIONERS**

Each Commissioner was assigned three different Department Heads to meet with on a weekly basis for the year. The assignments for 2025 were determined at the Board of County Commissioners Office Admin meeting earlier on and they will continue to provide updates at future meetings.

Each Commissioner reviewed discussions held with their respective departments and exchanged details of those meetings.

**OTHER BUSINESS/GENERAL UPDATES**

There were general updates on meetings & conversations that the Board participated in, individually, over the past week.

Meeting concluded at 9:32 a.m.

**KITTITAS COUNTY COMMISSIONERS**

OFFICE ADMINISTRATOR

KITTITAS COUNTY, WASHINGTON



Mandy Buchholz



Laura Osiadacz, Chairman