

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

**MONDAY**

**9:00 A.M.**

**OCTOBER 6, 2025**

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

Others: Mandy Buchholz, Office Administrator; Jodi Larsen, Office Administrator; Chelsey Loeffers, Public Health Director; Kasey Knutson, Human Services Manager, and two members of the public.

**REGULAR MEETING**

**OFFICE STAFF MEETING**

**COMMISSIONERS**

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

**PUBLIC COMMENT - NONE**

**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.

**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 October 3, 2025.

**REQUEST**

**CWS - HOPESOURCE BUDGET INCREASE**

**PUBLIC HEALTH**

Chelsey Loeffers, Public Health Director presented a budget increase request from HopeSource related to the upcoming Cold Weather Shelter (CWS) contract. She reminded the Board that a budget not to exceed \$250,000.00 had previously been approved for shelter operations covering the 2025/2026 and 2026/2027 seasons.

Director Loeffers noted that while Fund 114 could be considered for additional funding, she expressed concern about its ability to provide future funding to current commitments. She also indicated that the General Fund may be another potential funding source.

Director Loeffers shared that HopeSource reaffirmed their originally

**APPROVED**

**10/21/25**



Meeting concluded at 9:26 a.m.

**OFFICE ADMINISTRATOR**

  
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Mandy Buchholz

**KITTITAS COUNTY COMMISSIONERS  
KITTITAS COUNTY, WASHINGTON**

  
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Laura Osiadacz, Chairman