



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

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**KITTITAS COUNTY BOARD OF HEALTH (BOH)  
Public Hearing  
Meeting Minutes  
December 19, 2024  
Commissioners' Auditorium  
10:00 am**

**Present**

Board of Health (BOH): Laura Osiadacz, Brett Wachsmith, Danielle Bertschi, Linda Navarre, Dede Utley

Absent: Cory Wright

Public Health: Candi Blackford, Kasey Knutson, Jesse Cox, Chelsey Loeffers, Erin Moore, Katie Odiaga, Kelly Bacon, Kate Johnson, Jessica Santos, Dora Beukelman, Lauren Wickerath, Emma Madland, Mackenzie Carter, Lianne Bradshaw, Cambron Walker, Rebecca Moon, Whitney Wheelock

*Joint BOCC/BOH public meeting called to order at 10:00 a.m.*

Jesse Cox stepped to the podium and reviewed the 2025 Kittitas County Public Health Fee Schedule staff report. Mr. Cox discussed the background of the fee schedule and noted that in 2016, Kittitas County Public Health adopted a new fee calculation model to ensure compliance with a 100% cost recovery approach. This model requires that all fees for services be calculated based on actual costs, including the tracking of time for staff effort and associated labor and non-labor expenses. The methodology used ensures transparency and accuracy in fee development. The model is updated regularly to reflect changes in labor costs. Mr. Cox noted that based on the information provided the health department would recommend the following:

- The Board of Health approve and recommend adoption of the 2025 Kittitas County Public Health Fee Schedule to the Board of County Commissioners.
- The Board of Health approve and sign a resolution adopting the 2025 Kittitas County Public Health Fee Schedule, effective January 1, 2025.
- The Board of County Commissioners sign a resolution adopting the 2025 Kittitas County Public Health Fee Schedule, effective January 1, 2025.

Public comment open: 10:03 a.m.

Public comment closed: 10:03 a.m.

**12.01: Motion to approve Board of Health Resolution 2024-005 Adopting the 2025 Public Health Fee Schedule. Laura Osiadacz moved to approve Board of Health Resolution 2024-005 Adopting the 2025 Public Health Fee Schedule. Danielle Bertschi second. All approved. Motion 12.01 carried to approve Board of Health Resolution 2024-005 Adopting the 2025 Public Health Fee Schedule**

**12.02: Motion to approve the Board of County Commissioners Resolution 2024-223 Adopting the 2025 Kittitas County Public Health Fee Schedule. Laura Osiadacz moved to approve the Board of County Commissioners Resolution 2024-223 Adopting the 2025 Kittitas County Public Health Fee Schedule. Brett Wachsmith second. All approved. Motion 12.02 carried to approve the Board of County Commissioners Resolution 2024-223 Adopting the 2025 Kittitas County Public Health Fee Schedule.**

Public Hearing Concluded at 10:04 a.m.

*Dede Utley, co-chair*

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Laura Osiadacz, Commissioner, Chair

*Dede Utley, vice chair*

*[Signature]*

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Chelsey Loeffers, Director  
Kittitas County Public Health

*[Signature]*

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Candi Blackford, Clerk of the Board of Health