



PUBLIC HEALTH DEPARTMENT

www.co.kittitas.wa.us/health/

Administration
Community Health Services
Health Promotion Services
 507 N. Nanum Street, Ste 102
 Ellensburg, WA 98926
 Phone: (509) 962-7515
 Fax: (509) 962-7581

Environmental Health
 411 North Ruby Street, Ste 3
 Ellensburg, WA 98926
 Phone (509) 962-7698
 Fax (509) 962-7052

Meeting Title: PUBLIC HEALTH STUDY SESSION
Date: July 24, 2007
BOCC Attendees: David Bowen, Alan Crankovich, Mark McClain
PH Attendees: Cathy Bambrick, Bonnie Corns, Kay Kenison

DISCUSSION/DECISIONS		ACTION TO TAKE
Start time	11:05 a.m.	
Update: Second Quarter Report	The Second Quarter Report was shared with the Board. The report will be given to Board of Health, Board of Health Advisory Committee, key stakeholders and the general public as requested. It will also be placed on the Department website.	
Update: Food Product Recall	Castleberry food products have been recalled. Cathy shared the list of products being recalled. She updated the Board on how the State Department of Health requested Public Health to handle this recall; and how staff are going to every grocery store, mini-mart, medical provider, veterinary offices and any other vendor that might have these products. The Department requested signed forms acknowledging receipt of the recall information.	No further action required unless directed by the State Department of Health. A specific BARS code was established to track the costs of this food borne illness and also a code to track costs related to the investigation of a TB case. Commissioner Crankovich suggested going to Hot Dog stands as well.
Discussion: BOH Member Recruitment Update	<ul style="list-style-type: none"> 3 candidates Meeting to discuss interview structure and process; review interview questions; review one section of the BOH Manual 	There are three candidates for the position on the Board of Health. The Board of Health makes their recommendations and

	<ul style="list-style-type: none"> • Interviews will be conducted during the month of August. • The top 2 candidates will be presented to the BOH 	the Board of County Commissioners appoints the individual to the Board of Health. Recruitment ends on August 3.
Update: Sorenson Building Construction update	All construction complete; no lock on security wall; New front desk furniture installed Aug 1 – clinic closed that week; WIC using alternative system that week.	
Update: Public Health Office Space Concerns With New Funding and Positions	<ul style="list-style-type: none"> • We are out of room. Every office space is full. • The new PH funding specific to CD assessment/investigation went into effect on July 1, but the funds will not actually be available until January 2008. It is proposed to hire 2 new positions-an assessment coordinator and a PH Clerk. The Clerk will be used to free the nurses to do outreach-tracking/monitoring of Communicable Disease. 	With the new funding from the State Legislature, we will be hiring two new staff. There is no more space available at the M-S building or the Berry’s Building. The Board members discussed several possibilities. They will look into the space issue. The position descriptions will be brought back to the Board.
Discussion: EH Phone Line	Request to move the EH main phone line to the PH front desk at the Morris-Sorensen Building.	Cathy would like the front office staff at the M-S building to answer the Environmental Health phone line and eliminate the automated line. The callers would be prescreened and sent to the appropriate staff member. The Board said yes to move the phone line to the M-S building front office.
Update: Bioterrorism Funding – 2007 through 2008 Grant application process	Bonnie Corns updated the Board on new grant application guidelines for Bioterrorism funding. The funding will be 90% of what was received during the last biennium and should be more stable funding.	
Discussion: Public health funding – Timeline Concerns	There is concern about the timing of the current funding. The state approved spending the money beginning July 1, 2007 this week but wont be distributed until January 1, 2007 pending approval of the State wide plan. The state plan will include the standards work already in place so there shouldn’t be any surprises. We would like to proceed with the hiring process.	Board recommended meeting with the Auditor’s office to discuss the funding but preliminarily approved proceeding with new staff recruitment.
Discussion: West Nile Virus	Environmental Health researched the costs associated with	The Board is concerned. If the need arose,

Project	application of mosquito larvicide over 20,000 acres (minimal quantity contractors are willing to contract for). From the experience of Idaho the costs add up very quickly. In similar counties in Idaho, they spent \$200,000.00 on mosquito control last summer. It is proposed that a meeting with all the cities to discuss mosquito control. The dynamics would change drastically if there was a case of WNV in our county.	BOCC stated that funding would be found to conduct the needed spraying in our county pending a West Nile Outbreak.
Discussion: Next Study Session – Vacation schedule	Cathy will be on vacation for the scheduled August Study Session. It is proposed to attend Monday morning study sessions in August to get Public Health Department issues addressed.	Cathy will schedule 10 minute study sessions as needed.
Discussion: Public Health Strategic Plan - DRAFT	At the Management Team retreat earlier this year, a strategic plan for Department for 2007-2008 was discussed and approved. The strategic plan utilizes the Standards for Public Health in Washington. This will allow easy of monitoring and tracking. Several items have already been accomplished: Communication-an editing team has been established and reviews all documents for public release for consistency and correctness. Evaluation-working directly with the assessment coordinator to set up a system to measure customer satisfaction and tracking health status of the community. Accounting-the Accountant is working to make the accounting systems work with the Auditor’s office and provide an easier method to track indirect costs. HR-our systems are working to process employee paperwork and HR is very pleased with our changes. Information-our computers are up-to-date and new software is in place. Leadership-the Board of Health is reviewing plans presented at the BOH meetings.	BOCC didn’t have any changes to the plan.
Update: Food Pantry	Robin Reed-Ochoa is working in conjunction with the Shape Up team and the local food banks to provide healthier food for distribution through county food banks.	Commissioner McClain is satisfied with the work the Insecurity team is doing towards food insecurity.
Meeting Adjourned	12:00 pm	
Next Meeting	Tuesday, September 25th, 11:00 AM – 12:00 PM	

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

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