



## PUBLIC HEALTH DEPARTMENT

[www.co.kittitas.wa.us/health/](http://www.co.kittitas.wa.us/health/)

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**Meeting Title:** PUBLIC HEALTH STUDY SESSION  
**Date:** September 25, 2007  
**Attendees:** Commissioner Crankovich, Commissioner Bowen, Commissioner McClain, Cathy Bambrick  
**Other Attendees:** NA

DISCUSSION/DECISIONS		ACTION TO TAKE
<b>Start time</b>	11:00 AM	
<b>Minutes</b>		
<b>Announcements</b>	NA	
<b>Agenda Items</b>		
Health Orders – Notification	Ms. Bambrick presented Public Health Department’s practice of issuing health orders for OSS, Food Safety, Vector Issues, and Personal Health issues. Staff have notified BOH and BOCC on Food and Vector issues only. We are currently writing enforcement policy for septic systems. Does the Board want to be informed about all Health Orders?	Only inform about issues that pertain to the general public rather than private issues or issues that are generating some public interest.
Staff Training Day – January	Ms Bambrick requested closing the Public Health Department one (1) day in January for staff training. The training would include: Communication Styles, Village of 100 People Indicator Activity, Emergency Preparedness Activity, PIO Messaging Training, and Safety/Security Training. Location: to be determined; January is a slower time of year for both Environmental Health and Personal Health Programs.	Permission was granted to close the Department one day in January for staff training. Commissioner Crankovich requested that the BOCC office be informed of the closure in case they receive calls. Ms Bambrick stated that proper posting of the closure will be conducted.
EH OSS Site Evaluation Inspection Data	Ms. Bambrick presented the OSS Program data for January through August, 2007, as compared to 2003 through 2006. The data indicates a downward trend in OSS site evaluations, which will need to be monitored.	The BOCC asked that the data continue to be monitored.

	Site evaluations are the first step in development of a parcel. Ms. Bambrick mentioned speaking with Darryl Piercy about the situation and stated that building permit data has remained constant this year. She presented the data for informational purposes only.	
2008 Fee Schedule Revisions and Additions Process	Ms Bambrick requested information about the Fee Schedule review and approval process. She asked if she needed to review any proposed new fee schedule changes before the budget review meeting.	BOCC requested that the proposed fee schedule changes be presented via a public hearing separate from the budget meeting.
Region 7 Healthcare Interoperable Communications Project Grant Application	Ms. Bambrick requested permission to jointly participate in a grant with Region 7 which would establish a wireless connection for hospitals, public health departments, community clinics and the Colville Tribe which will be critical in emergency situations. The Public Health Department staff do not have to assist in writing the grant. We are included because we are part of Region 7. The grant was due today.	The BOCC granted approval to participate in the grant application.
Executive Session: Personnel Issues	At 11:40 a.m., Commissioner Crankovich opened an Executive Session meeting for staff issues and performance appraisals per RCW 42.30.110 Executive session g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee.	At approximately 12:05 PM, the board convened out of Executive Session. No action followed.
Meeting Adjourned	12:05 p.m.	
Next Meeting	<b>Tuesday, October 23, 2007, 11 AM</b>	

**Comment [s1]:** To delete (and place in action side)?

**Comment [s2]:** This is same date as our EB mass flu clinic. Want to have meeting at the clinic or move to a different date?

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