



PUBLIC HEALTH DEPARTMENT

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Meeting Title: PUBLIC HEALTH STUDY SESSION
Date: October 23, 2007
MT Attendees: Commissioner Crankovich, Commissioner Bowen, Cathy Bambrick, Sage Park, Daryl Piercy
Other Attendees: NA

	DISCUSSION/DECISIONS	ACTION TO TAKE
Start time	11:00 AM	
Vouchers	Vouchers were presented and approved.	The Kittitas County Board of County Commissioners on October 23, 2007 approved the vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, which has been recorded on a listing and made available to the Board which include claims warrant #810192371 through 810192372 in the amount of \$21,765.31.
Discussion	Code Enforcement – Ms Bambrick summarized Public Health (PH) Code Discussion of Issues Enforcement issues since the decision was made in March of 2006 to have Community Development Services (CDS) manage code enforcement staff. The rationale for not having inspectors doing enforcement is sound but not practical in all situations. She also discussed the problems associated with having another department handle Public Health code enforcement issues including time constraints, depth of knowledge required to enforce public health issues effectively, and staff time (i.e., with	Commissioner Bowen and Commissioner Crankovich will consider the request and research other county code enforcement models.

Management of Personnel
during EH Administrator
Transition

2 different people consistently working on enforcement issues). We need dedicated PH staff working on policy in coordination with the Health Officer and Administrator. Other issues include the different legal counsel assigned to PH and CDS, new Code Enforcement position requested for CDS which was not discussed with the Public Health Department. The most important concern is the undo stress and tension between departments as a result of shared staff.

In an attempt to support Environmental Health (EH) staff, the Health Officer will use the EH Administrator office on Mondays and Fridays acting in a supportive role.

- Sage Park is working part-time on policy
- Cathy Bambrick is managing staff and programs
- Cathy discussed the location of EH Staff and how management of EH would be much simpler if EH staff were located in the same building as Public Health.

Commissioner Crankovich received a complaint about OSS lost paperwork and inspection scheduling mistakes. Cathy and Sage reviewed the current problems associated with the Inspection scheduling and paperwork management by CDS staff/Permit Techs.

DRAFT Water Availability for
Building Permit Discussion

Cathy Bambrick reviewed DRAFT policy. Issues that need to be considered:

- Drill the well before building permit approved?
- Acceptable water quantity. Range in other counties is 0.27 gpm – 5 gpm. If we set the level too high, denying beneficial use of property. If we set it too low, how much water will they have 10 years from now.
- In terms of it being too low, the question is how long we have the wells pumped to ensure the gpm quantity: 24 hours?
- Location in terms of Upper County vs. Lower County.

Chamber of Commerce
Membership Privileges

Cathy reviewed the Chamber of Commerce membership privileges related to using the mailing list. She requested permission to allow Public Health programs to mail information via the Chamber mailing list.

BOCC approved having Sage Park continue employment on a temporary basis to work on development of policies. BOCC will consider the request for EH space but did not commit to moving staff. BOCC will also consider management options for the Permit Tech staff assigned to EH.

Commissioners provided input including hardship for applicants to drill well first. They requested more information on storage requirements.

Commissioners requested a second DRAFT be brought forth with additional information requested.

BOCC approved the request.

County Credit Card
On-Site Sewage (OSS) Letter
from CARE

County Credit Card purchases were submitted for approval. Cathy reviewed the letter from CARE and the subsequent resulting activities initiated at EH. Staff reviewed the 4 septic systems in question; 1 of the systems will require an additional inspection to ensure that policy was followed. Future policy will be written to ensure that adequate documentation is completed to eliminate the issues raised in the CARE letter including digital photos, marking and measuring test hole location, and field notes. The addition of these steps will increase the amount of time each site evaluation will take but will ensure knowledge of the location of the test holes. The Site Evaluation fee will need to be increased to accommodate the increase in workload for staff.

BOCC approved the County Credit Card purchases. BOCC approved expansion of the site evaluation policy to include digital photos, measurement of test hole location and field notes. They also supported an increase in fees to accommodate the increase in staff time to complete the additional work.

Flu Shot Clinic – Today at
10:00 AM – 2:00 PM

Cathy reminded the BOCC of the drive-through flu shot clinic.

BOCC was informed.

Meeting Adjourned
Next Meeting

12:15 PM
Friday, November 27, 2007, 11:00 AM