



PUBLIC HEALTH DEPARTMENT

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KITTITAS COUNTY BOARD OF HEALTH

Minutes

Thursday, November 18, 2004
10:05 a.m.

Present: Chairman Perry Huston, Vice Chair Carolyn Booth, Board Member Don Solberg, Administrator Nancy Goodloe, CHS Manager Bonnie Corns, Health Promotions Manager Ann Riley, and Secretary to the Board of Health Nora Ludlow.

Minutes: Carolyn Booth moved that the minutes of September, 2004 Board of Health meeting be approved as presented. Don Solberg seconded. Motion carried.

Announcements: Lynn Borngrebe has been hired as our new Business Manager; she is expected to start December 1, 2004. Philip Martinez has been hired as our new Environmental Health Specialist II; he is expected to begin December 1, 2004. Colleen Riley has been hired as the new Emergency Preparedness Specialist. She will be joined by Jerry Harris, who will be moving from a .8 FTE to a full-time position. Nancy asked if the BOCC needs an action to increase Jerry from .8 to 1.0 FTE.

Don Solberg motioned for the BOH to approve increasing the current .8 FTE nursing position to 1.0 FTE. Carolyn second. Motion carried.

Nancy informed the Board that the funding source is Regional Emergency Preparedness money that was originally slated for the Regional Education Specialist. We are also required to work with the Hospital to coordinate resource. We will need to plan to set up a pandemic flu vaccination and radiological incident. Perry Huston cautioned Public Health with creating a lot of freestanding plans, as it will be too big to be useful. He suggested pulling out common components than have appendices that have individualized components. Perry suggested we give the state what they want, but create a county wide working document. Perry's directive is to work with the Sheriff's office during the planning phases, bring a flowchart for command structure to the Board of Health. Don suggested using a module design for planning for incidents. Perry suggested using Central Washington University's general command structure as a format and break out common activities.

Contracts and Amendments:

We do have a late Contract to add to the agenda.

Medical Administrative Administration Contract #0063-42138 (4) DSHS MAA Match to take us into the new contract. This is for work we do providing resources for DSHS clients. We do a quarterly time study one week per quarter and bill off the percent of MAA Matchable activities. The Federal government is changing the time tracking process and the matchable activities. They

will do a lot of trainings and we will decide if it is worth to effort to continue. This contract ends March 2005.

Don Solberg made a motion recommending the Board of Health approve the signature of the Administrator for the MAA Contract. Carolyn Booth seconded. Motion carried.

Updates/Reports:

Kayse Styler, Public Health Nurse, resigned her position with Public Health effective with November 12, 2004 to take a position with Dr. Sand's office. The position has been posted and hopefully will be filled by the next BOH meeting.

FLUE VACCINE: Dr. Miller was not able to be present, she sent some national updates. Public Health has received a total of 600 doses of flu vaccine. Another flu clinic is scheduled for tomorrow with approximately 100 slots full. A lot of the people from our second waiting list got their vaccination at Rite Aid. The Department of Health is now looking at Counties sharing vaccine. We will probably advertise one more time. Bonnie will contact Valley Clinic as they have a waiting list of people. We are creating a database of all people that received the vaccination to fax to their providers. Bonnie said that approximately 5,700 people in our County are high-risk. Don Solberg mentioned if we could get 80% of our high risk population, we will be doing well. Don Solberg proposed that we write a letter or an article in the paper thanking all providers of flu vaccine this year for their work and effort and for doing the right thing for the community with the chair of the Board of Health's signature. Perry Huston suggested an official thank you and recognition.

Nancy gave the Board of Health an up date on the financial impact of the vaccinations given or distributed by Public Health. These numbers did not include the newest 300 doses received from the manufacturer. Currently we have exceeded the 2004 budget of \$3,554.25 in expenses at \$5,220.48 and the revenues from 2004 budget \$13,000.00 are down at \$8,892.00. Don Solberg said we have two options: continue or work or stop due to budget constraints. He feels he would like us to continue our actions. Perry Huston mentioned to take our budget as a whole into account, where we are down some on the flu vaccinations, we are up some due to staff turn over and the savings in salaries and benefits would most likely outweigh our expenses for flu vaccine.

TB CLIENT: Nancy and Bonnie gave an update on our TB client. The TB client is now in Walla Walla. His care and medications will be the responsibility of Walla Walla Health district for 21 days. He may move back here as he is on the list for low-income housing for our County. It would be good to have him back so that we could continue to monitor him taking his medications. Nancy gave a list of our entire TB program financial budget. There were a lot of costs involved with having an active case of TB. We had to test and monitor all household contacts which included several children. Carolyn mentioned the added cost of follow-up due to positive skin tests, some that were administered through Yakima Valley Farm Workers. There does seem to be more activity with TB this year. Public Health need to work with providers and partners to decide what Public Health role is in TB cases. Farm Workers screened at schools and Public Health was responsible for treatment. Don Solberg mentioned that in most private practices at this time they are not staffed for the amount of follow-up and contact that would need to be made to ensure proper medication regimes. Their systems and processes are also not set up to conduct intense follow-up. Carolyn

Booth suggested that providers be responsible for initial screening and positive active cases are referred to Public Health for planning, and then work together for further involvement.

FOOD REGULATIONS: The Board of Health received a pamphlet published by the State Department of Health that highlighted changes in the food regulations that are effective with May 2005. The State of Washington is moving to the Federal food codes. Environmental Health will be handing out the pamphlets to all food establishments over the next several months. A large concern is changing the danger zone temperature from 45° to 41° for cold items. Restaurants that have problems with this will be allowed to comply over time. Corn is now required to be hot held at 140° or if served within 4 hours. There will need to be a “person in charge” that is knowledgeable on site at all times. Some of the cross contamination rules, cooking, reheating, and cooling temperatures are changing. Bare hand contact of ready to eat food will not be allowed. There will need to be a consumer advisory posted for risks if food is ordered less than full cooked. There is also a “time as a food safety control”. This one will need to have a pre-approved process and there will need to be a way of marking the food item. Food handler education classes will need to change to reflect the new regulations also. The inspection forms are changing. Public Health is no longer involved with pot lucks. Don Solberg suggested that we give the new food regulations to all clubs and churches for safe food handling during pot lucks. The new food regulations were approved by the State Board of Health to be consistent state wide on these regulations.

Perry Huston said the County will need to adopt these by reference to the Health Code. There needs to be a notice of public hearing for the Board of Health to adopt them. John will work with Jim Hurson to get the legalities straight.

Carolyn Booth moved to adjourn and Don Solberg seconded. Motion passed.

Next Meeting: The next Board of Health meeting will be January 20, 2005 at 10:00 a.m.

The meeting adjourned at 11:20 a.m.

Perry Huston, Chair of the Board of Health

Nancy Goodloe, Administrator

Nora Ludlow, Secretary to the Board