



PUBLIC HEALTH DEPARTMENT

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KITTTITAS COUNTY BOARD OF HEALTH Minutes

Thursday, April 20, 2006
Commissioners' Auditorium
10:07 a.m.

PRESENT: **Board Members:** Commissioner David Bowen, Chair, Commissioner Alan Crankovich, Commissioner Perry Huston, and Vice Chair Don Solberg, M.D.; and **Public Health Department Staff:** Health Educator Sarah Bedsaul, Financial Manager Lynn Borngrebe, Environmental Health Manager Cathy Bambrick, Community Health Services Manager Bonnie Corns, Administrator Nancy Goodloe, Clerk of the Board Susan Merrill, Health Officer Rosalie Miller, M.D., Health Educator Kris Proszek, and Assessment Coordinator Jane Wright.

ABSENT: Board member Carolyn Booth.

MINUTES:

Motion 04-01: Commissioner Huston moved that the minutes of the March 16, 2006 Board of Health meeting be approved; Don Solberg seconded. All approved. Motion 04-01 carried.

INTRODUCTIONS:

Nancy Goodloe introduced Bruce Tabb, Executive Director of Elmview and a representative of the Board of Health Advisory Committee (BOHAC). Sarah Bedsaul introduced two members of the Shape Up Coalition: Gwen Sorenson, Director of Food Services at the Ellensburg School District 401; and Judy Heesacker, a local consultant dietician, who arrived later in the meeting.

UPDATES:

Nancy Goodloe provided an overview of the Pandemic Flu Summit held on April 14th. Nancy said that all states are required to hold summits; and at Washington State's summit in Tacoma, 1200 people attended, the largest attendance in the U.S. to date.

ANNOUNCEMENTS:

Nancy Goodloe announced that County Government Week is the week of April 22 – 28; its theme is "Protecting Our Communities." Public Health is involved in three venues: (1) It is conducting a free immunization clinic and dental varnish clinic for children; (2) Environmental Health (EH) invites county leaders to accompany EH staff on their inspections; and (3) the regional PanFlu "rolling" exercise will start April 26 and continue through May 18th. This exercise involves the hospital, CWU, and the medical community. As part of the regional exercise, a local tabletop will be held on May 2nd, involving 20 community organizations.

Nancy announced that Health Promotion and WIC staff have created a "5-A-Day the Market Way" healthy eating program to start at the Ellensburg Farmers' Market on May 20th and continue through the season, and to occur in Upper County too.

Nancy provided details on the Department of Health's (DOH) new learning management system for local Public Health agencies, called SmartPH, which our department will implement in May, 2006. The system tracks and schedules trainings for staff.

CONTRACTS:

There are no contracts this month.

STAFFING UPDATES:

Nancy Goodloe reviewed staff changes at the Health Department:

1. Michelle Arellano has been hired as the WIC Certifier.
2. The Health Promotion Manager position has been posted and the applicant period closes on April 25.
3. Health Officer Rosalie Miller, M.D. will be resigning as of June 30. Nancy mentioned that the department needs to identify a Health Officer, preferably a local person.

Commissioner Bowen thanked Dr. Miller for her service. Dr. Miller said she will be engaged in clinical work again. She concurred with Nancy that a local physician is ideal even if training in Public Health needs to be acquired.

BUSINESS:

Interlocal agreement for On-site Sewage Systems (OSS) consultation with Chelan-Douglas Health District:

Cathy reported that she is in the final stages of creating the interlocal agreement with the Chelan-Douglas Health District for supervision of the OSS specialist to obtain her certificate of competency.

EH policy changes: Cathy Bambrick stated that EH is on a fast track schedule to devise policies in order to fix some systems, such as that of OSS. EH is working with BOHAC's subcommittee for review of policies. Cathy described four (4) policies that have been developed or are under development.

1. **On-site sewage (OSS) site evaluation policy:**

This policy is a change from previous policy. It requires EH staff to do all site evaluations rather than allowing installers to do, as occurred in the past.

Various clarifications were requested by Board of Health (BOH) members:

- ◆ **Item 1, bullet #5: to clarify what is meant by "completion (i.e., specify what is to be completed);**
- ◆ **Item 3, bullet #1b: to clarify whose last name will be used, and to make notation for cross-filing.**

2. **On-site sewage final inspection policy:**

Cathy Bambrick explained that with this new policy EH will do all final inspections whereas previously many but not all were done by EH. Cathy said that a different policy covering enforcement will need to be created if systems do not pass final inspection.

3. **Food safety inspection interval and documentation policy:**

[Nancy Goodloe noted that the handout on this policy was not in the original agenda packet.] Cathy Bambrick gave an overview of each section of the new policy:

- ◆ Section A: need to inspect food facility twice per year for high risk (represents an increase of one inspection from previous practice);
- ◆ Section B: defines risk levels (as the WACs do not define low versus high risk food establishments);
- ◆ Section C: defines how often inspections will occur for all types of establishments (specifically seasonal establishments);
- ◆ Section D: clarifies reporting forms.

Various clarifications were requested by BOH members:

- ◆ **Section B, Item #1: to clarify what is meant by “limited preparation” and to provide examples;**
- ◆ **Provide definition list so that definitions are separated from policy language (i.e., list which defines low risk, high risk, limited risk [for classifications of risk level], minimal, simple, complex [for classifications of temporary food establishments]).**

4. **Large OSS policy requiring stricter standards:**

This policy is not ready as of yet.

In answer to Don Solberg’s question about who will be responsible for enforcement, Ms. Goodloe replied that Public Health will be. Dr. Solberg said that this should be a BOH policy (i.e., with appeals going to BOH). Dr. Solberg stated that as EH is operating on the fast track for developing policies, fleshing policies out and bringing revisions back to the BOH prior to development of eventual code enforcement, is workable.

Commissioner Huston stated that policies can be adopted by reference in the county code from a BOH resolution in the future.

Motion 04-02: Don Solberg made a motion to adopt the three (3) policies* as BOH policies; and Commissioner Huston seconded. Commissioner Huston added that the three policies are adopted as to form and content, and at the appropriate time after completion of all sections and when ready to adopt into code, the Board of County Commissioners will adopt BOH policy by reference. All approved. Motion 04-02 carried.

*** [i.e., (1) On-site sewage (OSS) site evaluation policy, (2) On-site sewage final inspection policy, and (3) Food safety inspection interval and documentation policy]**

DISCUSSION/UPDATES:

Communicable disease report: Bonnie Corns provided information on communicable disease in the county for the first quarter of 2006. Ms. Corns reported on:

- ◆ three new Hepatitis C cases (an increase from last year perhaps due to reporting).
- ◆ one Pertussis case.
- ◆ a CWU case with Norwalk-like virus, originally reported as noro-like virus yet sample did not verify this. 17 persons were identified as ill. Bonnie described the case situation, as well as, findings that there were no food violations or ill food workers, no point of origin was determined for multiple food items, but a bathroom was identified as the primary point of transmission.
- ◆ An update on Chlamydia with 33 cases this year (down from last year perhaps due to increased partner notification).
- ◆ Influenza B (which was not included in this year’s vaccine).
- ◆ Respiratory illnesses (which are being watched in the schools).

Shape Up Kittitas County progress and next steps: Nancy Goodloe said the Shape Up report is proffered in response to Dr. Solberg’s request for a review of the grant; and it will be given by Sarah Bedsaul. Deadlines for 2007 funding are fast-approaching and Ms. Goodloe requested BOH approval of Shape Up’s pursuit of additional funding.

Sarah asked Shape Up Coalition representatives for their comments. Gwen Sorenson said she has been involved in the Coalition since its inception, and the Ellensburg School District has had good collaboration with the Shape Up Coalition through the Wellness policy, Safe Route to Schools, Classroom Snacks and Physical Fitness programs. Ms. Sorenson is looking forward to continued collaboration between the organizations. Judy Heesacker stated that she is excited with the changes in the schools and sees big strides. Ms. Heesacker said she is looking forward to the

cooking classes in quick, healthy eating for kids and parents, as well as, an idea for quick food purchasing at Safeway by going directly to checkout with an already prepared quick food basket. Sarah Bedsaul thanked Shape Up Coalition members for their statements.

Sarah Bedsaul referred to the handout entitled "*Shape Up Kittitas County! Report to Kittitas County Board of Health, April 20, 2006.*" Sarah Bedsaul mentioned that she had presented the same report to BOHAC and BOHAC continues to support its work. Ms. Bedsaul proceeded to use the report to highlight Shape Up's 2005 accomplishments and work plans for 2006 according to each objective as listed in the report. Sarah stated that Shape Up work is organized by (1) grant requirements and (2) Shape Up Coalition priorities.

Bruce Tabb wanted to acknowledge clearly in today's meeting that BOHAC made a formal motion to continue to support funding of Shape Up. Furthermore, Mr. Tabb said that BOHAC is very excited about Shape Up's work; and BOHAC members think that the City's and County's comprehensive plans provide great opportunity for Shape Up's position statement to be introduced.

Nancy Goodloe commented that the purpose of the Shape Up grant is to change culture on eating and fitness, which takes a comprehensive approach and work with many agencies; and cultural change takes a long time to produce, longer than the grant's 5 years. Nancy asked for BOH's continued support for Shape Up and their encouragement for Public Health to pursue funding for Shape Up.

Motion 04-03: Commissioner Huston made a motion for Public Health to continue pursuing funding as presented; and Don Solberg seconded. All approved. Motion 04-03 carried.

Motion 04-04: Commissioner Huston made a motion to adjourn the meeting; and Commissioner Crankovich seconded. All agreed. Motion 04-04 carried.

Meeting adjourned at 11:45 a.m.

Next Meeting: The next Board of Health meeting will be on May 18 at 10:00 a.m. in the Commissioners' Auditorium.

David Bowen, Chair of the Board of Health

Nancy Goodloe, Administrator
Kittitas County Public Health Department

Susan Merrill, Clerk to the Board of Health