



PUBLIC HEALTH DEPARTMENT

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KITTTAS COUNTY BOARD OF HEALTH Minutes

Thursday, January 18, 2007
Commissioners' Auditorium
10:00 a.m.

PRESENT: **Board Members:** Carolyn Booth, Commissioner Alan Crankovich, Chair, and Commissioner Mark McClain. **Kittitas County Public Health Department Staff (KCPHD):** Environmental Health Manager Cathy Bambrick, Health Promotion Educator Sarah Bedsaul, Assessment Coordinator/Health Promotion Manager Sara Burnet, Community Health Services Manager Bonnie Corns, Health Officer Dr. Mark Larson, Clerk of the Board Susan Merrill, and Health Promotion Educator Megan Woltring.

ABSENT: Commissioner David Bowen and Don Solberg, M.D., Vice Chair.

OTHER ATTENDEES:

Leslie Berry, Board of Health Advisory Committee (BOHAC)
Margaret Condit, BOHAC
Joan Baird Glover, BOHAC
Hartwig Vatheuer, BOHAC

MINUTES:

Motion 01-01: Carolyn Booth moved to approve the minutes of the December 19, 2006 special meeting of the Board of Health as presented; Commissioner Crankovich seconded. All approved. Motion 01-01 carried.

Motion 01-02: Carolyn Booth moved to approve the minutes of the December 21, 2006 meeting of the Board of Health; Commissioner McClain seconded. All approved. Motion 01-02 carried.

INTRODUCTIONS:

Commissioner Crankovich asked BOHAC members to introduce themselves and particularly to the County's new Commissioner, Mark McClain. Leslie Berry, Margaret Condit, Joan Baird Glover, and Hartwig Vatheuer provided their introductions.

Sarah Bedsaul, Health Promotion Educator at KCPHD, introduced herself and distributed flyers on the "dinner" program for the Tobacco Prevention and Control Program Recognition Evening on January 24, 2007 at 5:30 p.m. at the Hal Holmes Community Center in Ellensburg. Ms. Bedsaul described the event which is sponsored by the Tobacco Free Coalition of Kittitas County and WA State Tobacco Prevent and Control Programs; and invited Board of Health members to the event. Ms. Bedsaul introduced Megan Woltring as the Health Promotion Educator working on both the Tobacco Prevention and Shape Up programs. Commissioner Crankovich thanked Ms. Bedsaul.

CONTRACTS AND AMENDMENTS:

DSHS Early Intervention Program Contract #0663-98561 Amendment #1: Bonnie Corns described the 1st amendment to the contract between the Department of Social and Health Services (DSHS) and KCPHD which reflects a change of the end date, maximum amount, and statement of work.

Motion 01-03: Commissioner McClain moved to approve the Chair's signature on the DSHS Early Intervention Program Contract #0663-98561 Amendment #1; Carolyn Booth seconded and added "as presented." Commissioner Crankovich received an affirmative from Ms. Corns to his question about if it was traditional for DSHS to extend contracts for 6-month periods. No additional discussion occurred. All approved. Motion 01-03 carried.

Agreement with Kittitas County Sheriff's Department: Cathy Bambrick added this item to the agenda during the meeting and distributed the original agreement to the Chair. Ms. Bambrick described the contract between the jail and KCPHD to do food inspections at the jail.

Motion 01-04: Commissioner McClain moved to approve the signature of the Interim Co-Director on the Agreement with Kittitas County Sheriff's Department; Carolyn Booth seconded. All approved. Motion 01-04 carried.

DEPARTMENT UPDATES:

Staffing replacement progress report: Bonnie Corns reported that the new Communicable Disease nurse, Carrie Bland, had been hired and started last week. Both Ms. Corns and Cathy Bambrick said the new accountant had been hired: Sheila Gallagher. Ms. Corns said both she and Ms. Bambrick were still deciding how to restructure the First Steps position; and that the Director position remains open. Cathy Bambrick said that the new On Site Sewage position will be posted.

Commissioner McClain asked for a description of the First Steps program, particularly its ability to provide drug treatment to clients. Bonnie Corns provided a program description; and Ms. Corns and Dr. Larson stated that clients are referred to healthcare providers but that treatment at this point in time is outside the scope of the program. **Commissioner McClain requested that staff explore the feasibility of KCPHD providing drug treatment as part of the First Steps program work; and asked that this item be kept on the agenda for future discussion. Bonnie Corns said she would explore the feasibility. Dr. Larson also emphasized that healthcare providers need information that patients are going through the First Steps program.**

BUSINESS:

Antiviral purchase: Dr. Larson provided an update on the opportunity to purchase federal antivirals and an overview of the Kittitas County Health Department storage plan due to the State on February 15, 2007. Dr. Larson provided an overview of: (1) the federal allotment of antivirals to each state and county; and (2) the opportunity to commit to purchase additional federal antivirals at federally-subsidized costs by a June, 2008 deadline. Dr. Larson distributed a draft memorandum on Kittitas County Public Health Department's plan for management of Strategic National Stockpile (SNS) antiviral drugs in the event of an influenza pandemic; and Dr. Larson stated that he, Cathy Bambrick, and Bonnie Corns are drafting the storage plan.

Discussion occurred over the status of production of medication in the U.S., how antivirals are a small part of the planning for a pandemic influenza outbreak, allocation issues, the particulars of the storage plan, the issue of what to do with expiration dates on stored medication, purchase options (if medication can be purchased in blocks and over time), and how federal-level plans are still under development.

Carolyn Booth noticed a typo on the draft memorandum. Thus, the number of identified courses will be corrected to "5,360" versus "5.360."

Dr. Larson reiterated that no action was required of the Board at the present moment. Carolyn Booth thanked Dr. Larson.

Presentation of the Board of Health Advisory Health Committee's Annual Report: Leslie Berry, Chair of the Board of Health Advisory Health Committee, gave a thank you to other members of BOHAC in attendance at today's meeting; and mentioned that one of the BOHAC's identified goals is to submit an annual report to the Board of Health. Ms. Berry referred to the actual report and stated that it identifies three priority health areas along with internal committee issues that BOHAC has focused on during the past 1 ½ year.

Carolyn Booth asked which of the priority items are perpetually difficult to address. Joan Baird Glover referred to the issue of healthcare access as an ongoing process and challenge especially in rural communities in the U.S; referred to the issue of mental health; and referred to an increasing demand for physicians as the county grows and as physicians age and retire from their practices.

Carolyn Booth asked about the status of meth labs in the county and Commissioner McClain spoke about some of the changes in the size and types of labs in the county, as well as, the State Medicaid program which is being piloted in January in Yakima County whereby information will be shared between pharmacies and healthcare providers regarding patients' narcotic pain medication usage.

Washington State local public health standards: Sara Burnet distributed two (2) handouts of Washington State local public health standards: short and long versions of the 12 public health standards. Ms. Burnet provided:

- a short depiction of the evolution of performance measures over the past couple of years (including the recent year-long revision process);
- information on how the standards are used to measure performance for each local health jurisdiction (LHJ) in the state;
- information on the goal of standards work;
- mention that Kittitas County has always been represented on the statewide standards committee;
- mention that in 2008, LHJs will be audited on performance based upon standards;
- and mention that eventually LHJ funding will be tied to accountability to the standards.

Ms. Burnet mentioned that a new format has been developed for the weekly/monthly report whereby the 12 standards are used. The format allows a running tally regarding how well the department is doing in meeting standards.

Quarterly report templates: Sara Burnet stated that the department has been streamlining its reporting systems and, as part of this streamlining, a new format for the quarterly report has been created and is being proposed in response to responses that were received from the SurveyMonkey survey. Ms. Burnet shared samples of the old and new quarterly report formats for comparison. Primary differences in the proposed new format include:

- a newsletter format
- reduction in the number of pages from 35 to 8 pages
- data is presented in sidebars (i.e., a difference in format)
- narrative presents the significance of activities rather than a mere reporting of activities.

Ms. Burnet asked for input from Board members.

Affirmative comments were made regarding the format, data presentation, and the focus on reporting the impact of activities. **Carolyn Booth and Joan Baird Glover both recommended and requested that data also be presented to show trends over time in order for the data to be valuable (for example, quarter-to-quarter and/or year-to-year comparisons).**

Discussion occurred over how to report data related to key health indicators and longer-term health improvement and behavioral changes; consensus was to report through the BFRSS and Healthy Youth Surveys.

Washington State Department of Health Joint Plan of Operation (JPO): Cathy Bambrick provided an update on the current situation regarding Group B water systems, including information that letters were sent to plat applicants to work with the State's Department of Health and including information that all active Group B workbooks have been transferred to the Department of Health.

Washington State Department of Health Audit Results: Cathy Bambrick gave a review of the fiscal audit by the Department of Health, and stated that there were no critical problems and that we "passed" the audit with no errors of concern.

OTHER BUSINESS:

Appointment of Vice Chair: Commissioner Crankovich asked if reappointment of the Board's Vice Chair position is done annually; and Carolyn Booth said it is done annually and appointment alternates between appointed members. Ms. Booth announced that she will give her letter of resignation to the Board in the spring as she is resigning from her CWU position and moving to the Westside; and also offered to be Vice Chair until her resignation. **Commissioner Crankovich asked that consideration for the position be postponed until Don Solberg is available for the discussion; and stated that in light of Ms. Booth's upcoming resignation that Mr. Solberg might be asked to remain the Vice Chair.**

Possible schedule change for Board of Health meetings: An alternative Thursday might need to be found for Board of Health meetings to accommodate a conflict in Commissioner Bowen's schedule. **Commissioner Crankovich will look at BOCC calendars; and Susan Merrill will ask Don Solberg about his preference.**

Motion 01-05: Carolyn Booth made a motion to adjourn the meeting; and Commissioner Crankovich seconded. All agreed. Motion 01-05 carried.

The meeting adjourned at 11:25 a.m.

Next Meeting: The next Board of Health meeting will be held on February 15, 2007 at 10:00 a.m. in the Commissioners' Auditorium.

Alan Crankovich, Chair of the Board of Health

Cathy Bambrick, Public Health Director
Kittitas County Public Health Department

Susan Merrill, Clerk of the Board of Health