



PUBLIC HEALTH DEPARTMENT

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KITTTITAS COUNTY BOARD OF HEALTH Minutes

Thursday, April 26, 2007
Commissioners' Auditorium
10:05 a.m.

PRESENT: **Board Members:** Commissioner Alan Crankovich, Chair, Commissioner David Bowen, Commissioner Mark McClain, Don Solberg, M.D., Vice Chair, and Carolyn Booth. **Kittitas County Public Health Department Staff (KCPHD):** Public Health Director/Environmental Health Manager Cathy Bambrick, Assessment Coordinator/Health Promotion Manager Sara Burnet, Community Health Services Manager Bonnie Corns, Health Officer Mark Larson, M.D., Sheila Gallagher, Holly Duncan, Melissa Schumaier, and Substitute Clerk of the Board Kay Kenison.

OTHER ATTENDEES:

Leslie Berry, Board of Health Advisory Committee (BOHAC)

MINUTES:

Motion 04-01: Commissioner Bowen moved to approve the minutes of the March 22, 2007 Board of Health meeting as presented; Commissioner McClain seconded, 2 abstained noting they were not in attendance at the meeting. All approved. Motion 04-01 carried.

INTRODUCTIONS:

BOHAC member Leslie Berry was introduced.

CONTRACTS:

Standard Agreement between KCPHD and Central Washington University (Contract #671) to provide quarterly food inspections: Cathy Bambrick stated that the contract covers quarterly inspections and on-site food education for the facilities at Central Washington University.

Motion 04-02: Commissioner Bowen moved to approve the Public Health Director's signature on the Standard Agreement between the Kittitas County Health Department and Central Washington University for the duration of April 1, 2007 through April 1, 2008. Commissioner McClain seconded. All approved. Motion 04-02 carried.

DSHS Contract #0563-83289 Amendment #2 for Interpreter FFP Administrative Match: Cathy Bambrick stated that the contract covers interpreter services necessary to facilitate and improve delivery and outcomes of Medicaid Covered/Linkage/Outreach Services to Medicaid and Potential Medicaid Clients with limited or inability to understand the English language or who are deaf and/or hard of hearing. The Federal Financial Participation (FFP) is a 50% reimbursement rate and the remaining 50% of matchable costs shall be made by local matching funds. Amendment 2 changes administrative fee to an unspecified percentage of the allowable amount and the \$24,000 to be dispersed over a two-year period has been changed to a no maximum cost reimbursement.

Motion 04-03: Dr. Solberg moved to approve the Public Health Director's signature on the DSHS Interpreter FFP Administrative Match Contract #0563-83289 (2) for the period July 1, 2007 to September 30, 2009. Commissioner Bowen seconded. All approved. Motion 04-03 carried.

Consolidated Contract #C14952 Amendment #1: Cathy Bambrick stated Amendment #1 increases the 2007 Consolidated Contract an additional \$40,290 bringing the total to \$506,617. Ms. Bambrick reviewed the requirements and explanations of Amendment #1.

Motion 04-04: Commissioner Bowen moved to approve the Public Health Director's signature on the 2007-2011 Consolidated Contract #C14952, Amendment #1. Carolyn Booth seconded. All approved. Motion 04-04 carried.

DSHS Contract #0563-75729 Amendment #4 for Medicaid Administrative Match: Cathy Bambrick stated that the Health Department will provide necessary staff, services and/or materials to serve individuals who are potentially eligible for Medicaid benefits. The program has been extended to December 31, 2008, the maximum amount is no longer fixed, and the addition to the contract of the State Children's Health Insurance Program which provides health care for children that are not eligible for Medicaid and between 200-250% of the Federal Poverty Level.

Motion 04-05: Carolyn Booth moved to approve the Public Health Director's signature on the DSHS Medicaid Administrative Match Contract #0563-75729 (4) effective from May 1, 2007 through December 31, 2008. Commissioner Bowen seconded. All approved. Motion 04-05 carried.

Contract Amendment No. KCHD-04-07 with Yakima Health District: Cathy Bambrick noted that the Yakima Health District allocated \$100.00 to be spent on Breast and Cervical Health Prevention (BCHP) promotional items at the ACS Relay for Life to encourage eligible women to enroll in the BCHP program.

Motion 04-06: Commissioner Bowen moved to approve the Public Health Director's signature on the Amendment KCHD-04-07 between Yakima Health District and KCPHD. Carolyn Booth seconded. All approved. Motion 04-06 carried.

Memorandum of Understanding: Cathy Bambrick state the Health Department has a Memorandum of Understanding (MOU) with Head Start for nurse consultation that is under review. Cathy Bambrick asked if all MOU should be brought before the Board of Health. The Board would like to review all MOUs currently in place and new MOUs as they are finalized.

DEPARTMENT UPDATES:

Staffing replacement progress report: Cathy Bambrick received a letter of resignation from Carolyn Booth resigning her position on the Board of Health. She advised the Board several months' ago that she would be resigning and the search process has begun. The resolution setting the BOH search process is in place and newspaper ads have been placed. There have been no applications submitted.

EH Manager: Interviews were completed. After the interviews, it was decided to post the position again and expanded the search base.

OSS – Interviews were completed and 1 candidate is being considered.

Melissa Schumaier attended a two-day training and test. She received her Certified Pool Operator license which is good for 5 years.

Linda Navarre completed her testing and passed becoming our newest Registered Nurse.

Environmental Health 2007 School Inspections: Holly Duncan, Environmental Health Specialist II, has just completed the School Inspections and she gave a presentation to the Board of Health on the process she utilizes

when inspecting schools. Ms. Duncan has a good working relationship with the school districts and the districts take her recommendations seriously. She also inspects school playgrounds, but the City inspects the city parks.

Summary of the April 14 Free Children's Immunization and Fluoride Varnish Clinic: The clinic offered children's immunizations, fluoride varnish, and the hallway of health. There were 40 children evaluated, 78 vaccinations given (the same as 2006), and 34 fluoride varnishes applied (double from last year). Safe Kids fitted and distributed 36 bike helmets. KCPHD blanketed the town with flyers, and supporting organizations: Tree Top, Rite Aid, Albertson, Super One, and McDonald's donated prizes and food giveaways.

Update on the Joint Plan of Operations with Washington State Department of Health, Office of Drinking Water: A public hearing was held on the proposed draft of the Joint Plan of Operation (JPO). Several suggestions were made and the DOH made the revisions. The contract should be finalized by July 2007.

Public Health Funding Update: The legislature passed the funding bill and Ms. Bambrick has been on several conference calls discussing how to use the funds. There are several possibilities being contemplated. Ms. Bambrick will keep the Board informed on this process.

Washington State Department of Health, Maternal Child Health, First Steps Site Visit: Summary of findings: The team from the Department of Health reviewed several charts and asked our staff questions on their procedures. Sharon Smith did an outstanding job, especially since she was the only First Steps nurse for several months. The charting in the client files was easy to follow. There were a few recommendations made and these will be put into practice when the final report is received from DOH.

BUSINESS:

West Nile Virus Dead Bird Collection Policy and Procedures: Dr. Mark Larson presented the revised policy and procedures on West Nile Virus Dead Bird Collection. The policy changes address protection for staff and new procedures for shipping specimens. There was a short discussion on prevention of West Nile Virus through public education, personal protection with the use of mosquito repellent, avoiding dawn and dusk when mosquitoes are most active, and educating the medical professionals to recognize the symptoms of West Nile Virus.

Motion 04-07: Carolyn Booth moved to adopt the Kittitas County Health Department WNV Dead Bird Collection Policy and Procedure; Commissioner Bowen seconded. All approved. Motion 04-07 carried.

Motion 04-08: Commissioner McClain made a motion to adjourn the meeting, and Commissioner Bowen seconded. All agreed. Motion 04-08 carried.

The meeting adjourned at 11:35 a.m.

Next Meeting: The next Board of Health meeting will be held on May 17, 2007 at 10:00 a.m. in the Commissioners' Auditorium.

Alan Crankovich, Chair of the Board of Health

Cathy Bambrick, Public Health Director

Kay Kenison, Clerk of the Board of Health (Substitute)