



PUBLIC HEALTH DEPARTMENT

www.co.kittitas.wa.us/health/

Administration
Community Health Services
Health Promotion Services
507 N. Nanum Street, Ste. 102
Ellensburg, WA 98926
Phone: (509) 962-7515
Fax: (509) 962-7581

Environmental Health
411 North Ruby Street, Ste. 3
Ellensburg, WA 98926
Phone: (509) 962-7698
Fax: (509) 962-7052

KITTTITAS COUNTY BOARD OF HEALTH Minutes

Thursday, July 19, 2007
Commissioners' Auditorium
10:00 a.m.

PRESENT: **Board Members:** Commissioner David Bowen, Commissioner Alan Crankovich, Chair, Commissioner Mark McClain, and Don Solberg, M.D., Vice Chair. **Kittitas County Public Health Department Staff (KCPHD):** Public Health Director Cathy Bambrick, Assessment Coordinator/Health Promotion Manager Sara Burnet, Environmental Health Specialist Joe Gilbert, Health Officer Mark Larson, M.D., Clerk of the Board Susan Merrill, Environmental Health Manager Sage Park, and Environmental Health Specialist James Rivard.

OTHER ATTENDEES:

Leslie Berry, Board of Health Advisory Committee (BOHAC)
Brad Case, Director, City of Ellensburg Parks and Recreation Department
Joan Baird Glover, BOHAC and Kittitas Valley Community Hospital (KVCH)
Nancy Goodloe, Ellensburg Community Health Clinic
Raleigh Hayter, Ellensburg Community Health Clinic
Michael Maples, M.D., Community Health of Central Washington (CHCW)
Linda Sellsted, Yakima Valley Farm Workers Clinic (YVFWC)
Vicki Ybarra, Yakima Valley Farm Workers Clinic (YVFWC)

MINUTES:

Motion 07-01: Commissioner Bowen moved to approve the minutes of the May 24, 2007 Board of Health meeting as presented; Commissioner McClain seconded. All approved. Motion 07-01 carried.

There was no meeting in June, 2007.

INTRODUCTIONS: Attendees as listed above introduced themselves. Cathy Bambrick introduced new Public Health staff: James Rivard, Environmental Health Specialist in On Site Sewage/Solid Waste.

CONTRACTS: Cathy Bambrick stated that the first three contracts went through a reverse order of approval due to the cancellation of the June Board of Health meeting; and the first three contracts were approved by the Board of County Commissioners (BOCC) at its July 3, 2007 Agenda Session.

Kittitas County Public Health Department – Washington State, Office of the Secretary of State, Archives & Records Management Agreement, OSOS Contract No. 8WK1-803, for Imaging and Preservation Services (Microfilming): Cathy Bambrick stated that the State had terminated the old contract and exchanged it for this new one, whereby the State has adopted a new format. She said that the new format provides terms specific to our microfilming job estimate; and the contract amount is for \$6,131.43.

Motion 07-02: Dr. Solberg moved to approve Kittitas County Public Health Department – Washington State, Office of the Secretary of State, Archives & Records Management Agreement, OSOS Contract No. 8WK1-803, for Imaging and Preservation Services (Microfilming); Commissioner McClain seconded as presented. All approved. Motion 07-02 carried.

Joint Plan of Responsibility DOH Contract #N16018 between State of Washington Department of Health and Kittitas County Public Health Department: Cathy Bambrick said that the name of the contract had changed to “Joint Plan of Responsibility;” and that it now incorporates agreed-upon changes including that which stipulates that KCPHD will be responsible for approving Group B water systems with nine (9) connections or less regardless of the number of people served by the systems.

Motion 07-03: Dr. Solberg moved to approve Joint Plan of Responsibility DOH Contract #N16018 between State of Washington Department of Health and Kittitas County Public Health Department; Commissioner Bowen seconded. Dr. Solberg asked if the contract had been reviewed by the Prosecutor’s Office and Commissioner Bowen replied that it had been. All approved. Motion 07-03 carried.

DSHS Early Intervention Program (EIP) Contract #0663-98561-02 (Amendment #2) between Kittitas County Public Health Department and the State of Washington Department of Social and Health Services: Cathy Bambrick said that the contract covers direct intervention services to families to reduce the risk of abuse of children, services for six (6) months, and increases the contract by \$3,922.00 for a new total maximum amount of \$11,766.00.

Motion 07-04: Commissioner McClain moved to approve the DSHS Early Intervention Program (EIP) Contract #0663-98561-02 (Amendment #2) between Kittitas County Public Health Department and the State of Washington Department of Social and Health Services and the Chair’s signature on the contract; Commissioner Bowen seconded. All approved. Motion 07-04 carried.

Department of Health Consolidated Contract #14952 Amendment #3: Cathy Bambrick reviewed all items listed on the contract review form; and stated that Amendment #3 increases contract funding by \$126,220 for a current maximum of \$641,001.

Motion 07-05: Commissioner Bowen moved to approve as presented the Department of Health Consolidated Contract #14952 Amendment #3. Commissioner McClain asked about page 5, task #5, and what role KCPHD is to have in completing a trail. Ms. Bambrick replied that KCPHD will act in a supportive role in the process of working on this community activity. Thereafter, Commissioner McClain seconded the motion. All approved. Motion 07-05 carried.

Agreement with CWU (CWU 07-08) and KCPHD – Health Promotion for Website Development and Maintenance: Cathy Bambrick described the purpose of the contract as identified on the contract review form. In response to Commissioner McClain’s question as to why CWU as opposed to the County’s Information Services (IS) Department is doing the web development, Cathy said that web development was not available by IS when Shape Up started the website and Commissioner Bowen added that the Shape Up website contains links that are not allowable under the County’s internal policy.

Motion 07-06: Dr. Solberg moved to approve the Agreement with CWU (CWU 07-08) and KCPHD – Health Promotion for website development and maintenance; Commissioner Bowen seconded as presented. Additional discussion occurred over the reasons why CWU rather than the County’s Information Services Department is doing the work. Commissioner McClain requested that KCPHD spend no more than the contract’s amount of \$650.00. All approved. Motion 07-06 carried.

Agreement with Judy Heesacker, RD (Heesacker 07-08) to Develop, Display and Promote the Grab n Go Dinners at Super 1: Cathy Bambrick explained that the agreement is with a registered dietitian to work with Shape Up and Super 1 (as described on the contract review form), amounts to a total of \$16,200, with \$13,276 to be paid by KCPHD to Ms. Heesacker and \$2,924 to be covered by Ms. Heesacker.

Motion 07-07: Commissioner Bowen moved to approve the Agreement with Judy Heesacker, RD (Heesacker 07-08) to Develop, Display and Promote the Grab n Go Dinners at Super 1; Commissioner McClain seconded. All approved. Motion 07-07 carried.

WorkFirst Contract with DSHS #0763-19518: Cathy Bambrick described the purpose of the contract as identified on the contract review form. Cathy said there is no contract maximum amount; and KCPHD is reimbursed by DSHS for services rendered by our Public Health nurse. Some discussion occurred over the history for and rationale behind KCPHD providing contract services on behalf of referrals from DSHS.

Motion 07-08: Commissioner Bowen moved to approve the WorkFirst Contract with DSHS #0763-19518 as presented; Dr. Solberg seconded. All approved. Motion 07-08 carried.

Agreement with Yakima Health District #KCHD-07-08 for BCHP: Cathy Bambrick said the agreement covers KCPHD as a service provider in the Washington Breast and Cervical Health Program. The contract is for \$44,486.00 to cover client recruitment and client outreach in Mattawa along with in-house work, as well as, \$21,800 to be paid directly to local providers. Ms. Bambrick described how the funds are to be allocated (particularly for additional client outreach by department staff). Dr. Solberg explained how our department resides within Yakima Health District's service district and Yakima Health District does not want to provide direct services and, as such, the District sublets services to us.

Motion 07-09: Dr. Solberg moved to approve the Agreement with Yakima Health District #KCHD-07-08 for BCHP; Commissioner Bowen seconded. All approved. Motion 07-09 carried.

DEPARTMENT UPDATES/ISSUES:

Health Officer update: Dr. Larson presented updates on two items:

1. **Communicable Disease:** Dr. Larson has been reviewing the department's current communicable disease policy and procedure in order to become up-to-date on it.
2. **West Nile Virus (WNV):** As of this week, there was a possible local, WNV case. Thus, work on WNV issues, including work between communicable disease and environmental health, has become a priority. No WNV cases have been found in WA State so far. Dr. Larson said we will know the first of next week about the status of the current WNV case.

Washington State Department of Health (DOH) Joint Plan of Responsibility (JPR): Cathy Bambrick provided an update on the role of DOH and a satellite management agency (SMA) under the current JPR.

BOH community member recruitment update: Joan Baird Glover, as a member of the BOHAC subcommittee for BOH member recruitment, mentioned that:

- There are three applicants for the position to date;
- Selection criteria and interview questions had been created;
- An overview of the job description will be done in order to clarify the responsibilities of the position;
- The recruitment committee has been working with Kirk Eslinger, HR Director; and
- Review of the applications will occur after the application deadline of August 3.

West Nile Virus (WNV) update: Sage Park reported that:

- Mosquito trapping/tracking training by DOH for all environmental health staff will occur in August (training covers trapping mosquitoes in order to identify any carriers of WNV);
- This week, an intern is distributing brochures and bookmarks to grocery stores (regarding WNV and the public message on the need to eliminate standing water);
- An auto attendant telephone system will be set up to provide WNV information and dead bird reporting;

- A “wanted” poster for dead birds has been created (as dead birds are good indicators for WNV);
- A letter to all health clinics has been sent out which explains WNV symptoms and asks for reports on any suspected cases;
- A brochure for horse owners, veterinarians, and horse suppliers is in progress;
- Updates have been posted to the department’s webpage; and
- A letter regarding mosquito bite prevention has been mailed to camps and parks.

Update on list of health indicators: Sara Burnet mentioned that development of the report template for portraying health outcomes for the community is underway and the report will be posted on the department’s webpage. Ms. Burnet asked that any suggestions be directed to her. **Commissioner Bowen asked that the health indicator data be displayed in a full variety of forms (data, graphs, text) to be meaningful to as many people as possible.**

BUSINESS:

Request for letter of support for City of Ellensburg Park Trail grant application: Brad Case, Director of the City of Ellensburg Parks and Recreation Department, presented information on the City’s grant proposal from the National Park Service to develop a trail connection plan for a future trail corridor linking the Yakima River Canyon to Irene Rinehart Riverfront Park. Mr. Case requested from the Board members a letter of support for the City’s grant application.

Motion 07-10: Commissioner Bowen made a motion to approve Board of Health members’ signatures on the letter of support for the City of Ellensburg’s study and feasibility of the trail as presented; Dr. Solberg seconded. Commissioner McClain clarified that the letter’s reference to “fully support” excludes any commitment of funds from the County. All approved. Motion 07-10 carried.

Yakima Valley Farm Workers Clinic’s request for letter of support for Community Health Clinic: Vicki Ybarra of the Yakima Valley Farm Workers Clinic (YVFWC) distributed a handout on YVFWC mobile dental and family dental care services in Kittitas County; and Ms. Ybarra introduced Linda Sellsted of YVFWC.

Ms. Ybarra provided a history of YVFWC services in Kittitas County and information on how YVFWC proposes to secure federal funding through the section 330 grant (i.e., which covers uninsured individuals) by expanding dental services and establishing limited medical services in Kittitas County. Ms. Ybarra stated that YVFWC is a finalist in the grant process and is requesting a letter of support from the Board.

After a lengthy discussion, the Commissioners emphasized that Community Health of Central Washington had approached and already received a letter of support from the Board of County Commissioners at the end of 2006.

Community Health of Central Washington’s request for letter of support for Community Health Clinic:

Dr. Mike Maples of Community Health of Central Washington (CHCW) distributed a letter asking for support from the Board and distributed copies of letters of support from the community. Dr. Maples provided information on CHCW’s new community health center (i.e., the purchase and assumption of operation of the former Primary Care Associate practice on August 1st), the scope of its primary care services, its call coverage arrangements, and its similar mission to that of YVFWC in assisting the underserved, uninsured, and privately insured who are unable to find primary care doctors in Kittitas County.

Dr. Maples stated that CHCW has been successful in establishing fundability for the section 330 federal grant and was requesting a letter of support to improve CHCW’s chance of success in the upcoming federal site visit. Dr. Maples stated that while CHCW had received support from the BOCC, BOHAC, and the Ellensburg Community Clinic in 2006, the timing for requesting support from the Board of Health to meet the grant application’s deadline had not worked with the Board’s 2006 meeting schedule.

Cathy Bambrick said that KCPHD wrote a letter in support of CHCW in 2006 but that the recent request for a letter of support from YVFWC had come too late to respond to it.

Public Comments: Nancy Goodloe with the Ellensburg Community Health Clinic addressed the issue and mentioned her concerns over access, particularly for residents with less ability to pay for health insurance.

Dr. Solberg formally recused himself from the decision-making process stating that his economic self-interest could affect his position on the issue.

The Commissioners cited reasons for their support of CHCW which included: BOCC support of CHCW nine months ago, CHCW's collaborative approach in working with the medical community, its willingness to work with Public Health, Dr. Larson's letter of support for CHCW, and the sense that only one organization will be funded due to the competitive nature of the grant.

The Commissioners praised YVFWC for its tremendous work in the county but expressed their concern of YVFWC's request for support due to the organization's lack of support from the hospital, the lack of a letter from KCPHD, and the difference between 6 or 8 letters of local support compared to CHCW's 29 letters of community support.

Motion 07-11: Commissioner McClain moved that Board of Health members sign a letter of support for Community Health of Central Washington; Commissioner Bowen seconded. No further discussion occurred. All approved, noting the abstention of Dr. Solberg. Motion 07-11 carried.

The Board requested that KCPHD draft a letter similar to the one that the BOCC drafted for CHCW in November, 2006.

Motion 07-12: Commissioner McClain moved to deny the request for a letter of support for Yakima Valley Farm Workers Clinic (YVFWC) at this time; Commissioner Bowen seconded. The Board requested that Public Health draft a letter stating that there was not enough time for the Kittitas County Public Health Department to write a letter of support for YVFWC but to acknowledge YVFWC's Oral Health work. All approved, noting the abstention of Dr. Solberg. Motion 07-12 carried.

Request to set public hearing to revise 2007 Fee Schedule (for vital records' fee and oral health fee): Cathy Bambrick said that:

1. Washington State sets the fees for certified copies of vital records and the State had increased the vital records' fee by \$3; thus, the fee schedule needed to be changed. Ms. Bambrick noted that the State had sent the fee increase notice too late to get Board approval prior to the implementation date of July 22 for the increase statewide. Ms Bambrick stated that the proposed fee schedule contains revised language to acknowledge that if State fees increase in the future, our local fees will automatically increase. Ms. Bambrick furthermore said there is an urgency to change the fee schedule prior to the annual, end-of-the-year review so as to not lose \$5000 to \$6000 in revenue.
2. The revised fee schedule includes Oral Health fees, which will allow the department to start providing the associated oral health services.
3. The proposed schedule rounds Environmental Health fees to even digits in order to ease transactions for customers and staff.

Ms. Bambrick requested that a public hearing be set for the next meeting of the Board on August 16. Discussion and recommendations for alternate dates occurred as two members will not be available on August 16. **It was decided that the meeting will be postponed to a later date in August and that both the public hearing and the BOH meeting will be held on the same day. Commissioner Crankovich asked the department to pinpoint the**

date, combine the public hearings of the BOH and BOCC, and coordinate with the Clerk of the BOCC to send out the legal notice.

Request to set public hearing to adopt new On Site Sewage WACs: Environmental Health Specialist Joe Gilbert provided a 10-minute PowerPoint presentation on the newest version of the on site sewage (OSS) WACs. Mr. Gilbert stated that the County is prepared to adopt the new rules and the transition should be fine. Mr. Gilbert reviewed the major changes in the rules (e.g., changes regarding operation and maintenance, higher treatment standards regarding the way soils are categorized, different treatment standards).

Cathy Bambrick stated that there is a need for the County to adopt the new WACs by reference and to update the County Code with the changes.

Mr. Gilbert was thanked for his presentation.

Commissioners recommended that the public hearing on the new OSS WACs be set up on the same date as the public hearing for the Fee Schedule.

OTHER ITEMS:

Joan Baird Glover contributed information on new medical providers in the county:

1. Ms. Glover clarified that the CHCW is purchasing the medical practice but not the property from the Kittitas Valley Community Hospital.
2. Ms. Glover listed new physicians in the county who have already started their medical practice or will start their practice in the near future.
3. And Ms. Glover said that Cle Elum Medical Center's expansion will be done by the end of the year.

Ms. Glover was thanked for her information.

Motion 07-13: Commissioner McClain made a motion to adjourn the meeting; Commissioner Crankovich seconded. All approved. Motion 07-13 carried.

The meeting adjourned at 12:08 p.m.

Next Meeting: The next Board of Health meeting will be held on August 29, 2007 at 11:00 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