



PUBLIC HEALTH DEPARTMENT

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KITTITAS COUNTY BOARD OF HEALTH Minutes

Wednesday, August 29, 2007

Commissioners' Auditorium

11:13 a.m.

(Meeting commenced after conclusion of joint BOCC and BOH Public Hearing on 2007 Public Health Fee Schedule)

PRESENT: Board Members: Commissioner David Bowen, Commissioner Alan Crankovich, Chair, and Commissioner Mark McClain. Kittitas County Public Health Department Staff (KCPHD): Public Health Director Cathy Bambrick, Assessment Coordinator/Health Promotion Manager Sara Burnet, Accountant Sheila Gallagher, Clerk of the Board Susan Merrill, and Environmental Health Manager Sage Park.

OTHER ATTENDEES:

Margaret Condit, Board of Health Advisory Committee (BOHAC)

MINUTES:

Motion 08-01: Commissioner Bowen moved to approve the minutes of the July 19, 2007 Board of Health meeting as presented; Commissioner McClain seconded. All approved. Motion 08-01 carried.

INTRODUCTIONS:

Margaret Condit introduced herself as a member of BOHAC.

CONTRACTS:

Letter of Understanding, School Sealant Program Providers, Dream Team Dental P.L.L.C., Jane McIntyre, RDH, 9-1-07 to 8-30-08:

Letter of Understanding, School Sealant Program Providers, Yakima Valley Farm Workers Clinic, Dental Van, 9-1-07 to 8-30-08:

Letter of Understanding, Public Health and Community Program Providers, Carla Pfeffer, RDH, 9-1-07 to 8-30-08:

Cathy Bambrick stated that the three (3) Letters of Understanding were similar except for the specific providers; and as Board of Health (BOH) members have indicated that they want to see all memorandums of understanding (MOUs), the MOUs are being presented at today's meeting. The MOUs acknowledge work to be done as a service to the community, detail the scope of care provided by the provider (i.e., in preventative oral health services), and acknowledge the working relationship between KCPHD and the provider. No KCPHD funds are committed to providers.

Motion 08-02: Commissioner Bowen made a motion to approve the signature of the Chair of the Board of Health on all three letters of understanding with (1) Dream Team Dental P.L.L.C., Jane McIntyre, RDH, (2) Yakima Valley Farm Workers Clinic, Dental Van, and (3) Carla Pfeffer, RDH. Commissioner McClain amended the motion in order to authorize the signature of the Public Health Director too; and seconded the

amended motion. All approved. Motion 08-02 carried.

On-going Agreement between KCPHD and Chelan Douglas County TOGETHER! For Drug Free Youth:

Sheila Gallagher said that the contract had been removed as an agenda item until the next BOH meeting so that the contract can be revised according to the revisions of Don Anderson, County Deputy Prosecutor.

Washington State University Student Affiliation Agreement Intercollegiate College of Nursing Contract #6408:

Cathy Bambrick said this contract provided WSU medical professionals a clinical learning experience for nursing students, KCPHD acted as a training site, and no cost was associated with the agreement.

Motion 08-03: Commissioner Bowen made a motion to approve the signature of the Public Health Director on the Washington State University Student Affiliation Agreement Intercollegiate College of Nursing Contract #6408 as presented; Commissioner McClain seconded. All approved. Motion 08-03 carried.

Department of Health Consolidated Contract #14952 Amendment #4: Cathy Bambrick reviewed all items listed on the contract review form; and stated that Amendment #4 increases contract funding by: (a) \$12,847 for the Healthy Child Care Washington Infant Toddler program, (b) \$4,750 for Sanitary Surveys, and (c) \$3,875 for WIC activities due to an increase from \$116 to \$119 in allocation per WIC client. The total increase of funds for Amendment #4 is \$21,472 for a current contract maximum of \$662,473.

Motion 08-04: Commissioner Bowen moved to approve the signature of the Public Health Director on the Department of Health Consolidated Contract #14952 Amendment #4 as presented; Commissioner McClain seconded. All approved. Motion 08-04 carried.

DEPARTMENT UPDATES/ISSUES:

Cathy Bambrick removed three (3) items from the agenda:

1. the health officer update (due to the health officer's vacation);
2. the public hearing on the 2007 fee schedule (which had concluded just prior to today's BOH meeting); and
3. appeal of the Cawman site evaluation (which had been cancelled).

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

- there is no WNV in Kittitas County and an outbreak is not anticipated;
- in Yakima County, two horses have tested positive for WNV;
- testing has started in Kittitas County yet trapping has not captured many mosquitoes and trapped mosquitoes are not the type to carry WNV;
- public education has been disseminated in the county; and
- a response plan needs to be developed which will be developed in the Winter, 2008 and presented to the BOH in March, 2008.

Cathy Bambrick said KCPHD is much better prepared for 2008 due to this year's preparations.

BOH community member recruitment update: Cathy Bambrick said she was speaking on behalf of Joan Baird Glover (the lead member of the BOHAC subcommittee for BOH member recruitment who could not attend today's meeting) and reported that:

- four candidates for the vacant BOH position will be interviewed on September 5; and
- scoring on each candidate's qualifications will be done.

Ms. Bambrick asked BOH members whether or not they wanted the BOHAC subcommittee to identify top candidates, or discuss qualifications at the next BOH meeting, as the resolution on the recruitment process does not address this next step. **It was decided that the subcommittee's process should be an elimination process; that**

recommendations should be given to BOH members (and left unranked); and that BOH members will decide if they want to interview the recommended candidates.

Sorensen building update: Cathy Bambrick said the KCPHD office construction and reconfiguration are complete.

BUSINESS:

Public Health funding – program recommendations: Cathy Bambrick formally asked for BOH members' approval of the Public Health department's program recommendations for spending its allocation of new state funding from July, 2007 through December, 2009. The department wants to hire new staff for communicable disease (CD) prevention and response work (i.e., a PH Clerk I in communicable disease for nurse support, an Assessment Specialist, and additional hours for the Health Officer).

Some discussion occurred over the activities that will be done with the increased CD spending that are not currently being done (e.g., proof through development and tracking of performance measures related to health outcomes that increased public health spending produces measurable benefits, tracking of STDs with providers, particularly related to partner education and treatment, tracking of vector-borne diseases, and provider education program on disease prevention).

Commissioners acknowledged and gave their approval the department's plans and said to work through the normal human resources processes.

BOH roles and responsibilities: On behalf of Joan Baird Glover, Cathy Bambrick shared the revised document on the roles and responsibilities of Board of Health members and asked for BOH's review. Ms. Bambrick reviewed the list of roles and responsibilities, particularly the item on communications with the BOH on emergency response and emerging issues.

In response to Ms. Bambrick's query on who should be informed and how often, the Board requested that all BOH members initially be informed when something is happening, keep the Chair and Dr. Solberg, as a member who is also a physician, continually informed, and provide a summary at the BOH meetings. Commissioners also recommended that the BOCC only be notified if an emergency occurs.

EMERGENCY RESPONSE ACTIVITIES:

Brown and Jackson septic spill report: Sage Park reviewed a June 6, 2007 incident involving a Brown and Jackson pumper truck rollover and septage spill on Highland Loop Road, in Ronald, Washington; KCPHD's response; and subsequent cleanup and disposal by the County's Solid Waste Department in consultation with the WA State Department of Ecology. It was verified that no water contamination had occurred and that there were no other major risk factors in the area of the spill. Ms. Park reported that the property owner was satisfied with the clean-up, and all other parties involved in the incident were satisfied.

The Board recommended that common sense be used in using any future incidents simultaneously as training exercises for emergency response.

Tuberculosis (TB) case report: Bonnie Corns reviewed the July, 2007 communicable disease investigation regarding a possible active TB case. KCPHD incident command was formed with Dr. Larson as the Operations Chief. Tests were performed on the patient and close contacts; and work was conducted with the hospital and state labs. Subsequent lab results confirmed that there was no TB and the patient was no longer considered contagious.

Washington State DOH food recall report: Sage Park reported on the Castleberry food products recall on July 24, 2007, reviewing:

- how the recall related to botulism (in East Coast cases);

- that WA State Department of Health requested all local health jurisdictions to participate in the recall, particularly to contact small grocery stores, mini-marts, and pet food supply stores throughout the county;
- how all food establishments were contacted, given a list of recalled products, asked if they carried the products, and given instructions on disposal.

Five stores in Kittitas County carried and disposed of the products. The food recall went well and the State was happy with the response.

Motion 08-05: Commissioner Bowen made a motion to adjourn the meeting; Commissioner McClain seconded. All approved. Motion 08-05 carried.

The meeting adjourned at 11:57 a.m.

Commissioner Bowen asked that congratulations be given to staff on all of the three activities mentioned above.

Next Meeting: The next Board of Health meeting will be held on September 20, 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