

PUBLIC HEALTH DEPARTMENT

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KITTTAS COUNTY BOARD OF HEALTH

Minutes

Thursday, June 19, 2008

Commissioners' Auditorium

10:34 a.m. (after joint public hearing approving revised 2008 fee schedule)

PRESENT: Board Members: Commissioner Alan Crankovich, Rich Elliott, Commissioner Linda Huber, Commissioner Mark McClain, Chair, and Dr. Don Solberg, Vice Chair. Kittitas County Public Health Department Staff (KCPHD): Public Health Clerk II Erin Abbott, Administrator Cathy Bambrick, Public Health Clerk I Candi Blackford, Community Health Services Director Bonnie Corns, Assessment Coordinator I Amy Diaz, Health Educator Nicole Dunn, Health Officer Dr. Mark Larson, Clerk of the Board Susan Merrill, Environmental Health Director Holly Myers, and Health Promotion Manager Robin Read-Ochoa, Environmental Health Specialist II Kodi Still

OTHER ATTENDEES:

Joan Baird Glover, Board of Health Advisory Committee (BOHAC)

Chair McClain called the meeting to order.

MINUTES:

Motion 06-01: Rich Elliott moved to approve the minutes of the May 22, 2008 Board of Health meeting as presented; Commissioner Huber seconded. All approved. Motion 06-01 carried.

INTRODUCTIONS:

BOHAC Representative's Report: Joan Baird Glover was acknowledged as this month's representative of BOHAC. Ms. Glover reported on key items addressed at BOHAC's June 9th meeting, which included the: proposed, revised 2008 fee schedule, West Nile Virus, BOHAC's recommendations on KCPHD's draft animal bite policy, voting on Environmental Health key health indicator priorities, healthcare access issues, and the suicide prevention report.

KCPHD Staff: Cathy Bambrick introduced Erin Abbott as the department's new Public Health Clerk II; and said that Ms. Abbott pursued a degree in Information Technology at Central Washington University (CWU) and is doing great work on the Eden software at the Permit Center. Ms. Bambrick introduced Nicole Dunn as KCPHD's new Health Educator; and said that Ms. Dunn has a Masters in Health Science and was a Health Educator at CWU's Wellness Center.

BOH members welcomed new staff.

CONTRACTS AND AMENDMENTS:

Interagency Agreement No. C0700xxx with State of Washington Department of Ecology: Cathy Bambrick stuck this item from the agenda.

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Yakima Health District Contract No. KCHD-08-09 [for Breast and Cervical Health Program]: Cathy Bambrick stated that the contract extends from July 1, 2008 through June 30, 2009, and that funding for the Breast and Cervical Health Program comes through Yakima Health District (YHD) from the State and then to KCPHD. The formal budget and statement of work will be developed by the department soon but are not currently available until after exact State funding is determined and released through YHD.

Discussion occurred over why the funding figures are not available. Robin Read-Ochoa and Ms. Bambrick provided an explanation of the funding mechanism (i.e., how this is the mechanism used in the past, that the department expects funding will be at a similar level to last year's which was at \$44,500, and the budget and work plan will be devised as soon as State funding becomes known and is released).

Motion 06-02: Dr. Solberg moved to approve the Public Health Administrator's signature on the Yakima Health District Contract No. KCHD-08-09 [for Breast and Cervical Health Program]; Rich Elliott seconded. All approved. Motion 06-02 carried.

Department of Social and Health Services Early Intervention Program (EIP) Contract #0863-43655: Cathy Bambrick reviewed the contract: it covers direct early intervention services and referrals to families in order to reduce risk of abuse and neglect of children in the home; it extends from July 1, 2008 through June 30, 2009 and funding is for \$6,000 maximum; the department will retain this program [in reference to how Public Health Nurse Linda Navarre will assume Liz Whitaker's EIP work once Ms. Whitaker and her other program work transfer to Community Health of Central Washington at the end of 2008]; and this program's work to families (in the provision of parenting classes and home interaction/intervention with infants by a Public Health nurse) is important in that it provides solutions so families can keep their children. Discussion occurred over how KCPHD is the appropriate agency to provide these services.

Motion 06-03: Commissioner Huber moved to approve the signature of Mark McClain, County Commissioner and Chair of the Board of Health, on the Department of Social and Health Services Early Intervention Program Contract #0863-43655; Commissioner Crankovich seconded. All approved. Motion 06-03 carried.

Memorandum of Understanding (MOU) with First United Methodist Church on Syringe Exchange Program: Cathy Bambrick stated that Syringe Exchange policy had been approved by the Board of Health at its May, 2008 meeting; the MOU establishes an agreement with the First United Methodist Church for use of its space for conducting the syringe exchange and harm reduction education. The church is located in Ellensburg and is the first of two sites that has been secured (the second site is still being arranged). The Prosecutor's Office has approved the MOU as to form; and the MOU covers responsibilities of both the church and the department.

Motion 06-04: Commissioner Crankovich moved to approve the Public Health Administrator's signature on the Memorandum of Understanding with First United Methodist Church on Syringe Exchange Program; Commissioner Huber seconded. All approved. Motion 06-04 carried.

DEPARTMENT UPDATES/ISSUES:

Health Officer Update: Dr. Larson stated:

- It has been quiet from an infectious disease standpoint.
- Regarding the current salmonella outbreak in tomatoes, no cases of salmonella-related illnesses have occurred in the county. Dr. Larson explained how tomatoes can transmit salmonella bacteria.
- In Grant County, nineteen (19) cases of measles have been confirmed and Grant County's Health Officer thought the end of the outbreak was at hand; thus, a shift in our department's focus has occurred in order to focus on increased immunization uptake in our own county.

Financial Update: Cathy Bambrick reported that:

- Reports for 2007 have been finalized and the 2007 budget is now closed. 2007 saw an \$86,000 surplus, which combined with 2006's \$88,000 deficit, amounts to a \$2,000 net deficit for 2007.
- Development of the new 2008 format has been slow.
- Billing for first and second quarters, 2008 has been hard to complete as it has had to await the closing of the 2007 budget. Consequently, the department is just now catching up with billings.

Washington State Department of Ecology (DOE) Memorandum of Agreement (MOA) Project Update:

Cathy Bambrick provided the following update:

- The department is currently working with DOE to create an interagency agreement to transfer DOE funds to KCPHD for management of exempt ground water wells in Kittitas County (e.g., management of a metering system).
- Names of potential candidates for participation on the ground water study advisory committee will be given to the Commissioners today; and interviews will occur soon. The Commissioners will interview candidates individually.
- The department is hiring a temporary specialist who will manage the metering program.

Discussion covered: (1) the need to consider more than one type of meter given rapid technological changes; (2) how the same type of meter is used statewide, and how the cities of Ellensburg and Kittitas are handling their remote metering; and (3) difficulties regarding negotiations with DOE on the interagency agreement. Commissioner McClain expressed his concerns with current version of the DOE interagency agreement and directed staff to proceed as planned under the MOA and the Commissioners can put pressure on DOE. Cathy Bambrick and Holly Myers expressed their reluctance to move forward without a signed agreement (and guaranteed funding) prior to implementation.

Environmental Health (EH) Staffing Change: Cathy Bambrick reported that EH's former front desk position, which had been moved to Community Development Services in 2007, has now been moved back to KCPHD to reduce paperwork problems; EH staff are excited about the staffing change; and the Permit Center has a new management team.

Quality Improvement Leadership Team Projects: Cathy Bambrick referred to the Standards Review and spoke to two examples of exemplary practices from a lengthy list of exemplary practices selected by state reviewers:

1. SMARTO for Oral Health: The SMARTO report allows (a) Oral Health data to drive its program work and provides a yearly plan for the program; and (b) demonstrates how the Oral Health program plans to meet each State Standard.
2. Rapid Cycle Improvement (RCI) for Oral Health: RCI is part of SMARTO and is a process used for more complicated projects (for example, fluoride varnish or pilot clinics). It provides program staff with a timeframe to rapidly get through a process.

Ms. Bambrick stated that the State commends this plan. The department's Assessment Coordinator helps staff write their RCI plans; and currently, there are six RCI plans.

Blue Ribbon Funds: Amy Diaz provided a summary of performance measures to meet the state funding requirements of the 2007 Washington Legislature's E2SSB 5930 and how these measures have been adopted by the department since January, 2008. The three performance measures are (in order of priority):

1. *Performance measure #1: increased use of new child and adolescent vaccines.*
2. *Performance measure #2: improved identification and investigation of notifiable conditions.*
3. *Performance measure #3: to develop and implement effective interventions to address obesity and its consequent burden of chronic disease.*

Ms. Diaz mentioned that these reporting measures collect the same data for all counties in the state. She reported for performance measure #1 that:

- For Kittitas County, providers use the state's immunization registry (called "Child Profile").
- Both she and Candi Blackford were hired with 5930 funding, and are working with clinics to get data uploaded into the registry. The goal is to get all clinics online this year.
- Another goal is to train school nurses to access the registry in order to reduce their workload.
- Kittitas County is last in the state for having providers use the state's immunization registry. (Dr. Larson explained a problem with kindergarten registration and waiver by parents of immunizations due to lack of paperwork but not actual lack of immunization.)
- A joint registration event before September is planned to register children for kindergarten and to input their immunizations into the registry at the same time.
- This summer there will be free immunization clinics for 6th graders where HPV and Varicella immunizations will be offered and shot records will be entered into the state database at the same time.

For performance measure #2 regarding communicable disease work, Amy Diaz reported that:

- Training on notifiable conditions has been given to all local veterinary clinics (i.e., on what clinics need to report to the Health Department).
- A RCI is underway for similar work to occur with all the medical clinics.
- Internal department policies are being updated.

Bonnie Corns said that staff assisted Grant County with their measles outbreak and learned a great deal regarding communicable disease investigations, procedures, and what worked and what did not work.

BUSINESS:

Animal Bite Response, Documentation and Enforcement Policy and Procedure: Cathy Bambrick said the animal bite policy has been a long time in coming (since 2006) and she expressed her gratitude to staff for their collaboration with other agencies in its development. Ms. Bambrick provided an overview of the policy, including the following:

- (Animal Owners) The City of Ellensburg manages animal bite cases occurring within city limits (the Animal Shelter funds this work). EH manages animal bite cases occurring in the County (and outside city limits).
- (Animal Bite Victims) Public Health nurses investigate and report animal bite victims in both Ellensburg and Kittitas County.
- The legal authority and stipulations as found in WACs which govern the policy.
- The policy provides mandatory reporting requirements.
- The Sheriff's Office is the enforcer of the policy's provisions.

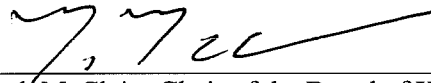
Dr. Solberg asked about the provision on "non-routine animal bite situations" and Ms. Bambrick said that procedure for dealing with wolf or wolf-hybrid bites is currently decided on a state-by-state basis and it is not clear what standard will be used. Dr. Larson stated the judgment is still out on what standard to use in Washington State, as the state is waiting for determinations from current legislation. Dr. Larson briefly described two legal cases still in litigation in Washington (one with the standard based on biology and stating that a wolf hybrid is no different than a dog, and the second with the standard based on a lack of validity of rabies vaccination of a wolf or wolf-hybrid).

Cathy Bambrick asked the Board to approve the animal bite policy.

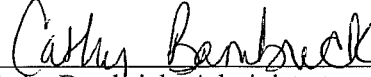
Motion 06-05: Rich Elliott moved to approve the Animal Bite Response, Documentation and Enforcement Policy and Procedure; Dr. Solberg seconded. All approved. Motion 06-05 carried.

The meeting adjourned at approximately 11:30 p.m.

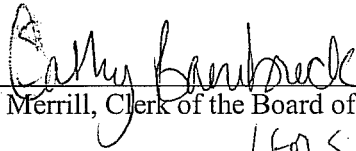
Next Meeting: The next Board of Health meeting will be held on July 17, 2008 at 10 a.m. in the Commissioners' Auditorium.



Mark McClain, Chair of the Board of Health



Cathy Bambrick, Administrator
Kittitas County Public Health Department



Susan Merrill, Clerk of the Board of Health

(for S Merrill)