KITTITAS COUNTY BOARD OF HEALTH
Minutes

Thursday, May 21, 2009
Commissioners' Auditorium
10:00 a.m.

PRESENT: Board Members: Alan Crankovich, Mark McClain, Paul Jewell, Dr. Don Solberg, and Rich Elliott

Kittitas County Public Health Department Staff (KCPHD): Cathy Bambrick, Amy Díaz, Robin Read-Ochoa, James Rivard, and Amber Simon

Chairman Alan Crankovich called the meeting to order at 10:02 a.m.

Minutes:

Motion 04-01: Motion to approve the April 16, 2009 BOH minutes as written. Mark McClain moved to approve the April 16, 2009 minutes as written. Paul Jewell seconded. All approved. Motion carried to approve the April 16, 2009 minutes as written.

INTRODUCTIONS AND ANNOUNCEMENTS:
There were no BOHAC members present.

CONTRACTS AND AMENDMENTS:

Consolidated Contract Amendment #16: Cathy Bambrick reviewed the Consolidated Contract Amendment #16 between Department of Health (DOH) and KCPHD. The amendment does not reflect budgeting changes expected for the 2009 – 2011 biennium. This contract amends a statement of work for the Office of Drinking Water Group A program, Public Health Emergency Preparedness and Response, and the Tobacco Prevention and Control Program. The contract provides $8250 in additional funding to KCPHD.

Motion 04-02: Motion to approve Consolidated Contract Amendment #16 between Department of Health and KCPHD. Rich Elliott moved to approve Consolidated Contract Amendment #16. Paul Jewell seconded. All approved. Motion carried to approve Consolidated Contract Amendment #16.

Northwest Consulting Group, LLC and Kittitas County Public Health Department Contract for NextGen EHR Support: Cathy Bambrick reviewed this contract which was already approved by BOCC April 18, 2009 due to time constraints. This contract allows KCPHD to use the services of Northwest Consulting Group, LLC (NWCG) to develop reporting systems and module templates to utilize with the NextGen software the health department will be implementing.

Motion 04-03: Motion to approve the Northwest Consulting Group, LLC and Kittitas County Public Health Department Contract for NextGen EHR Support. Paul Jewell moved to approve the Northwest Consulting Group, LLC and Kittitas County Public Health Department Contract for NextGen EHR Support. Mark McClain seconded. Discussion regarding previous interactions with this entity ensued.
All approved. Motion carried to approve the Northwest Consulting Group, LLC and Kittitas County Public Health Department Contract for NextGen EHR Support.

Washington State Department of Health Immunization Program: This contract was added to the agenda after hand-delivery by the Prosecutor’s Office to the meeting. It was presented as the last agenda item, after all business items. Rich Elliott had already left the meeting. Cathy Bambrick presented the contract between Washington State Department of Health Immunization program and KCPHD for participation in the Vaccines for Children (VFC) program.

Motion 04-06: Motion to approve Dr. Larson’s signature on the Washington State Department of Health Immunization Program contract with KCPHD for participation in the Vaccines for Children program. Mark McClain moved to approve Dr. Larson’s signature on the Washington State Department of Health Immunization Program contract with KCPHD for participation in the Vaccines for Children program. Paul Jewell seconded. All approved. Motion carried to approve Dr. Larson’s signature on the Washington State Department of Health Immunization Program contract with KCPHD for participation in the Vaccines for Children program.

DEPARTMENT UPDATES/ISSUES:

Health Officer Update: This agenda item was struck due to the absence of the health officer.

Administrator’s Report: Cathy Bambrick updated the board members about health department activities in the month of April. A new strain of influenza, originally called swine flu, required a response by the health department. Emergency operations command was activated at the national, state, and local levels. Health department staff participated in four daily conference calls (for Public Information Officers, epidemiologists, general public health staff, and health officers). A full report about this new strain of flu will be presented at the June BOH meeting.

The state budget was reconciled between the Senate and the House of Representatives, though the governor has not yet approved the budget. In the budget presented to the governor it appears that Public Health fared better than expected. In the proposed budget there are (locally) over $12,000 in cuts to the Tobacco Prevention Program, $4000 reduction to the Group B Drinking Water program, and potential reductions in the regional HIV prevention program. There is expected to be a 20% reduction in Blue Ribbon Funds; this is a total of $30,000 in funding cuts for KCPHD. Also expected is a reduction in Coordinated Prevention grant funding for Solid Waste Enforcement. Final budget implications for KCPHD are expected to be released in May. None of the bills proposing surcharges to fund Public Health were passed.

KCPHD submitted two grant applications in April, both to the National Institutes of Health. One grant, with KCPHD as the lead agency, proposed an Environmental Health Education project in partnership with CWU. The other grant, with Kittitas Valley Community Hospital as the lead agency, proposed addressing health disparities in Kittitas County.

Environmental Health staff prepared for West Nile Virus activities planned for May. Larvicide was received and a ‘larvicide your standing water day’ was planned for May 16.

Cathy Bambrick participated in a National Association of County and City Health Officials (NACCHO)/Association of State and Territorial Health Officials (ASTHO) conference in Washington D.C. on April 22 and April 23. Travel costs were covered by NACCHO and Cathy presented progress on the KCPHD NextGen electronic medical record project. The presentation was very well received by the group. KCPHD continues to work on the electronic medical record project, with a training scheduled for staff in May. Also, KCPHD is working with Northwest Consulting Group, LLC to develop a public health NextGen module that will allow KCPHD to alert medical providers of communicable disease outbreaks using an existing community health information exchange network.
BUSINESS/DISCUSSION:

**West Nile Virus activities:** James Rivard updated the board that he, Kodi Still, and an employee from Noxious Weed had gone to Upper County and applied larvicide to waters accessible from public lands in a one mile radius from the area where a horse became ill with West Nile Virus during 2008. One private pond within the same area also had chemical applied, at the request of the property owner. James informed the board that the larvicide was easy to apply. It was applied about one week before the “Larvicide Your Pond Day” that was held May 16. Another larvicide application is planned for the same area in July.

Commissioner Mark McClain questioned about response to the larvicide your pond day. Cathy Bambrick informed the board that the health department received calls from the public in response to a newspaper article in the Daily Record.

James Rivard also presented information about a dead bird reporting form that will be available this year on the Washington State Department of Health website. KCPHD staff will be able to refer callers to the DOH website, or the public can link to the DOH website from the KCPHD website. The DOH website includes a list of the types of birds that can be submitted as well as pictures of the birds to help the public with identification. Dr. Solberg questioned whether DOH will notify the county if a dead bird is reported. Cathy Bambrick replied that this is correct. She also added that the health department can enter dead birds reported by telephone into this system and that staff will have the capability of mapping birds reported in the county and downloading information for Kittitas County in spreadsheet form. James Rivard reported that dead birds will only be collected from July 1 through August 31, 2009.

**Emergency Response – Pertussis and Novel Influenza A (H1N1):** Amy Diaz presented information about the KCPHD pertussis and novel influenza A (H1N1) responses.

Pertussis information was presented as a slideshow that was created by Jackie Dawson, the regional epidemiologist who assisted with the outbreak. The slide show was current as of the end of April 2009, when 25 positive cases had been reported. In response to these 25 cases 1094 contact tracings were conducted, and extracurricular school activities were postponed by health order at Kittitas Secondary School and the entire Cle Elum–Roslyn School District to prevent the spread of illness. Two healthcare facilities were also involved in the investigation, and 40 healthcare workers and 48 patients were contacted by the healthcare facilities. Many of the cases were in 15 – 17 year old children who met school requirements for immunizations but were not fully immunized (missing a Tdap booster that is now required for students entering sixth grade).

Novel influenza A (H1N1) information was presented as a slideshow developed by the Washington State Department of Health Communicable Disease Epidemiology division. This presentation included information about confirmed cases of H1N1 through May 12, 2009. Of these cases, 87% were in those younger than age 40, and 68% were in those younger than age 20. Five persons had been hospitalized statewide, of 192 reported cases. One person had died in Snohomish County. Symptoms reported were also presented. Ninety-nine percent of those diagnosed with H1N1 flu had fever, 98% had cough, 73% had sore throat, 28% had diarrhea, and 29% had vomiting.

**Immunization: Free Clinic/Kindergarten Registration updates:** Amy Diaz updated the board that 18 fluoride varnishes and 101 vaccines were given to 28 kids who attended a free immunization clinic for children at the health department on April 18.

**Upcoming emergency response drill:** This agenda item was added at the request of Rich Elliott. He informed the board that a mass casualty drill will be held June 5, 6, and 7 in Kittitas County with 300 out-of-county providers, including 200 National Guard members. This drill will include decontamination and treatment simulations at the Fairgrounds. An Emergency Operations Center (EOC) will be active and open to any employees who want to attend and learn about EOC positions.
The American Red Cross will be conducting a regional drill with a simulated evacuation of 25% of Ellensburg due to a simulated pesticide based nerve agent release. Rich Elliott is in need of 70 volunteers to allow decontamination training for the drill participants. The volunteers will get wet.

**Rich Elliott left the meeting after this update due to a scheduling conflict.**

**Financial Update:** Amber Simon updated the board on the financial status of the health department. She has been billing indirect costs to grants for the first four months of the year. These billings totaled about $30,000 and had not been billed in previous years.

Commissioner Mark McClain questioned what the indirect cost rate was. Amber informed the board that the final rates are 22.5% for the health department, plus 13.5% for the county, giving a total rate of 35%. This rate changed several times during the construction of the indirect cost allocation plan. Amber also added that she is working with staff to reduce the amount of time spent in administration, focusing more on grant funded work. Time spent in administration brings indirect costs up.

The financial report sent out last week noted almost $217,000 in outstanding receivables. Several deposits have been received this week to bring the receivables balance down to just under $89,000. Of that amount, $54,000 is from April billings that were just mailed in the last two weeks. Amber has followed up on the remaining amounts and all payments are expected shortly. This will significantly increase the cash balance and Amber’s goal is to keep this balance at a steady level going forward; however, fee for service revenue could cause fluctuations in the cash balances.

**Request to set a Public Hearing to consider revision of the Kittitas County Public Health Department Fee schedule:** Cathy Bambrick informed the board that the health department would like to propose fees for new tasks to the department such as the exempt well program activities and hydrogeologic assessments, and change certain fees based on the revenue improvement project.

**Motion 04-04:** Motion to hold a joint meeting of Board of Health and Board of County Commissioners with a public hearing at the next Board of Health meeting, June 18, 2009, to consider revision of the KCPHD fee schedule. Mark McClain moved to hold a joint meeting of Board of Health and Board of County Commissioners with a public hearing at the next Board of Health meeting, June 18, 2009, to consider revision of the KCPHD fee schedule. Paul Jewell seconded. All approved. Motion carried to hold a joint meeting of Board of Health and Board of County Commissioners with a public hearing at the next Board of Health meeting, June 18, 2009, to consider revision of the KCPHD fee schedule.

**Request to set a Public Hearing to consider adoption of an Ordinance Regarding Smoking in Public Places:** Cathy Bambrick informed the board that the health department would like to propose an ordinance written by the Prosecutor’s Office regarding smoking in public places during the next Board of Health meeting.

**Motion 04-05:** Motion to hold a joint meeting of Board of Health and Board of County Commissioners with a public hearing at the next Board of Health meeting, June 18, 2009, to consider adoption of an ordinance regarding smoking in public places. Mark McClain moved to hold a joint meeting of Board of Health and Board of County Commissioners with a public hearing at the next Board of Health meeting, June 18, 2009, to consider adoption of an ordinance regarding smoking in public places. Paul Jewell seconded. Discussion occurred regarding differences between the proposed ordinance and existing state law. All approved. Motion carried to hold a joint meeting of Board of Health and Board of County Commissioners with a public hearing at the next Board of Health meeting, June 18, 2009, to consider adoption of an ordinance regarding smoking in public places.
Motion 04-07: Motion to adjourn. Paul Jewell moved to adjourn the meeting. Mark McClain seconded. All approved. Motion carried to adjourn at 11:05 a.m.

Next Meeting: June 18, 2009 at 10:00 a.m.

Candi Blackford, Clerk of the Board of Health

Alan Crankovich, Chair of the Board of Health

Cathy Bambrick, Administrator
Kittitas County Public Health Department