KITTITAS COUNTY BOARD OF HEALTH Minutes

Thursday, July 16, 2009
Commissioners’ Auditorium
10:00 a.m.

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

ABSENT: Rich Elliott

Kittitas County Public Health Department staff (KCPHD): Cathy Bambrick, Candi Blackford, Amy Diaz, Dr. Mark Larson

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

Minutes:

Motion 07-01: Motion to approve the June 18, 2009 BOH minutes. Paul Jewell moved to approve the June 18, 2009 BOH minutes. Don Solberg seconded. All approved. Motion carried to approve the June 18, 2009 BOH minutes.

INTRODUCTIONS AND ANNOUNCEMENTS:
Shirley Fischer introduced herself as BOHAC member for 18 years and acknowledged BOH for their work.

CONTRACTS AND AMENDMENTS:

Databar contract/notice of award: Cathy Bambrick informed the BOH members that Databar was awarded the contract for the automatic meter reading system. This has previously been passed by the Board of County Commissioners office and signed by the prosecuting attorney and has been brought to the Board of Health for approval afterwards due to time constraints.

Motion 07-02: Motion to ratify the chair signature on the Databar contract as presented. Don Solberg moved to ratify the chair signature on the Databar contract as presented. Paul Jewell seconded. All approved. Motion carried to ratify the chair signature on the Databar contract as presented.

MOU between First United Methodist Church and Kittitas County Public Health Department: Cathy Bambrick stated that this memorandum of understanding was a renewal between the First United Methodist Church and Kittitas County Public Health Department to establish an agreement of use of space for conducting harm reduction education, testing and counseling, and supply distribution.

Motion 07-03: Motion to approve the MOU between First United Methodist Church and Kittitas County Public Health Department. Don Solberg moved to approve the MOU between First United Methodist Church and Kittitas County Public Health Department. Paul Jewell seconded. All approved. Motion carried to approve the MOU between First United Methodist Church and Kittitas County Public Health Department.
Correction of Ordinance Number: Ordinance #2009-01 Regarding Smoking in Public Places (originally numbered #3 in Public Hearing 06/15/2009): Cathy Bambrick informed members that at the June 18, 2009 public hearing the ordinance was numbered incorrectly and today it is brought to the Board of Health members to correct from Ordinance #3 to Ordinance 2009-01.

Motion 07-04: Motion to approve the correction of Ordinance 2009-03 to Ordinance 2009-01. Don Solberg moved to approve the correction of Ordinance 2009-03 to Ordinance 2009-01. Paul Jewell seconded. All approved. Motion carried to approve the correction of Ordinance 2009-03 to Ordinance 2009-01.

Oce copier contract: Cathy Bambrick reviewed this contract for a new copier machine in the Public Health Department office. The contract term is for four years and the prosecuting attorney’s office has helped with review and finalization of this contract.

Motion 07-05: Motion to approve the Oce contract with Kittitas County Public Health Department. Paul Jewell moved to approve the Oce contract with Kittitas County Public Health Department. Mark McClain seconded. All approved. Motion carried to approve the Oce contract with Kittitas County Public Health Department.

DEPARTMENT UPDATES/ISSUES:

Health Officer Update: Dr. Mark Larson informed the BOH members that H1N1 flu is still active. The county is still having positive H1N1 cases. The thought is that this upcoming flu season will involve both seasonal influenza and H1N1. The vaccine for H1N1 is in pre-production phase at this time with hopes to be released soon to see what kind of side effects and immunity people have. The earliest Kittitas County would see the vaccine would be October. Dr. Mark Larson noted that the Kittitas Valley Community Hospital has chosen to be aggressive in regards to influenza this season. The hospital has decided to go to mandatory influenza vaccinations for all hospital employees following the lead of Swedish Hospital. This would mean that all hospital employees will be required to obtain a seasonal flu vaccine and those who decline would be required to wear a mask for the entire flu season which is October through March. There was discussion around mandatory flu vaccinations at the health department and recommended flu vaccinations at the county and how to develop this program for the county.

Administrator’s Report: Cathy Bambrick updated that during the month of June the health department spent a large amount of time on emergency response activities. The H1N1 flu activities have greatly decreased and the health department is currently working on preparation for the fall flu season. The department is updating emergency response plans including pandemic flu, and adding areas that will be needed that were not previously included in the plan. Staff participated in the Regional Table Top Exercise with the local Emergency Management Council and the National Guard. This exercise was invaluable in terms of experiencing a large scale event and working with a diverse array of agencies.

Cathy also informed the members that the health department recently went live in test mode with Next Gen after attending training at the hospital with a Next Gen trainer. Communicable disease modules are being developed with the Northwest Consulting Group and the alert module is complete with plans to test soon with providers. NACCHO is sending one public health staff member (Dr. Mark Larson) to present our project at the annual CDC conference held August 30th through September 1st in Atlanta, GA. The health department hopes to have three modules complete prior to Dr. Larson leaving for the conference.

Cathy discussed the DOE exempt well issue. There is now a moratorium placed on Upper Kittitas County. The health department has selected Databar as the vendor for the electronic component of the meter program and will be developing the policy, procedures and fees in the upcoming months of July and August. At this
time the health department will wait and see how the DOE wants to handle the meters before implementing any fees. Commissioner McClain acknowledged Paul Jewell for all his hard work in this process. The Commissioners felt that everyone working on this project has done a great job and that the process has been long. The health department and the county will continue to work with DOE in regards to the MOU. There was also discussion about the moratorium and the impact it would have on the county.

Cathy lastly updated that the Kittitas County Public Health Department received a grant from the Department of Ecology for the Wilson Creek Sub Basin Project which includes replacement of septic systems in the basin. Some of the funding is provided as forgivable loans which will help with low income residents. The grant is for $500,000 with approximately $50,000 for administration.

Commissioner McClain brought up the Public Health Study Session that happens once a month and asked if this is something that still needs to occur. Cathy updated that commissioners are assigned to directors and meet once a week and are also assigned departments and they attend the department’s monthly staff meetings. This is a new form of communication that has recently developed by the county. Dr. Don Solberg noted that initially the Public Health Study Session was set up so that the commissioners could communicate with directors as this was a problem in the past, but if this is now unnecessary than it would be okay to make the meeting optional between the director and BOCC. This was agreed upon by all members.

**BUSINESS/DISCUSSION:**

**Financial Update:** Cathy gave the financial update to the board noting the cash account balance is down $69,000 from last month, but accounts receivable balance is at almost $200,000 so the dip on the graph (seen on handout) is due to the timing of invoice payments. Cathy also informed BOH members that all June billings with the exception of NACCHO and AdMatch are completed and ready to be mailed. She informed that the current 2010 budget project is in process and asked for any questions. Cathy is anticipating making August 17, 2009 deadline and bringing the budget to October/November BOH meeting. Mark McClain asked about the possibility of reducing how much of the county contribution the health department takes next year and Cathy is hopeful that the health department may be able to help a little with this, but the department has currently taken a reduction in Blue Ribbon funds which supports the communicable disease work.

**M1.C-3:** Amy Diaz reported that this Quality Improvement Grant that was received for a two year project for $12,000 per year. This grant focuses on adolescent immunizations. The first year will be mostly data collection and the second year will be taking the data and developing educational target areas. There will be five activities the health department will do which include:

- Survey of parents of adolescents grade 9-12 after school starts
- Survey of providers who see four or more adolescent patients a month to identify provider views/perceptions as to why adolescents are under immunized
- Establish an estimate of immunization coverage level for kids aged 13-18 using provider records review for a sample of patients
- Use information from the community health assessment to focus quality improvement efforts on one to three areas that can feasibly be affected by an educational campaign targeting parents or health care providers
- Work with primary care facilities to establish an adolescent immunization protocol if a protocol is not already in place

Cathy informed the members that she is now attending the superintendent’s meetings at the schools and the reception of the health department is positive.

**Letter of Support for Beta Test Site Application:** Cathy informed the Board of Health members that the Kittitas County Public Health Department would like to apply to be a beta test site for the upcoming national public health accreditation process because it consistently scores well on the state standard review which occurs every three years. In order to apply we must have a letter of support from our Board of Health. If chosen for the grant the county health department would receive $33,000 over a two year period. Dr. Mark
Larson added that health officers are looking into this and the department would benefit from starting the process early.

**Motion 07-06:** Motion to approve the signature of the chair on the PHAB Letter of Support. Don Solberg seconded. All approved. Motion 07-06 carried to approve the signature of the chair on the PHAB Letter of Support.

**Request to set a Public Hearing:** Cathy requested to have the 2009 Kittitas County Public Health Department fee schedule re-opened to add the meter charges. This issue was put on hold at this time until further conversations are held to discuss what will happen with the meters due to the recent events involving Department of Ecology. When there is a decision made it was agreed upon that the Board of Health would recommend that BOCC set the date and time for a public hearing.

**Motion 07-07:** Motion to recommend the Board of Health to schedule a public hearing at a time to be determined by the Board of County Commissioners. Don Solberg moved to recommend the Board of Health schedule a public hearing meeting at a time to be determined by the Board of County Commissioners. Paul Jewell seconded. All approved. Motion carried to recommend the Board of Health schedule a public hearing at a time to be determined by the Board of County Commissioners.

Meeting adjourned at 11:26 a.m.

**Next Meeting:** August 20, 2009 at 10:00 a.m. Commissioners’ Auditorium

Candi Blackford, Clerk of the Board of Health