KITTITAS COUNTY BOARD OF HEALTH
Minutes

Thursday August 20, 2009
Commissioners’ Auditorium
10:00 a.m.

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

Kittitas County Public Health Department staff (KCPHD): Cathy Bambrick, Candi Blackford, Amy Diaz, David Kavanaugh, Kasey Knutson, Dr. Mark Larson, James Rivard, Kodi Still, Amber Simon

Other Attendees: Dr. Mike Maples (Community Health of Central Washington), Brent Bottoms (Kittitas County Prosecuting Attorney)

Chairman Alan Crankovich called the meeting to order at 10:01 a.m.

After Chairman Alan Crankovich called meeting to order there was a motion to add a BOCC Executive Session to the end of the August 20, 2009 BOH meeting.

Motion 08-01: Motion to approve the recommendation to add a BOCC Executive Session to the end of the August 20, 2009 BOH meeting. Mark McClain moved to approve the recommendation to add an Executive Session to the end of the August 20, 2009 BOH meeting. Paul Jewell seconded. All approved. Motion 08-01 carried to approve the recommendation to add a Executive Session to the end of the August 20, 2009 BOH meeting.

Cathy Bambrick asked to have the Community Health of Central Washington Update by Dr. Mike Maples moved towards the beginning of the agenda and the BOH members agreed to this after approval of minutes.

Minutes:
Approval of July 16, 2009 minutes

Motion 08-02: Motion to approve the July 16, 2009 BOH minutes. Rich Elliott moved to approve the July 16, 2009 BOH minutes. Paul Jewell seconded. All approved. Motion 08-02 carried to approve the July 16, 2009 BOH minutes.

Community Health of Central Washington Update by Dr. Mike Maples:
Dr. Mike Maples announced that it has been two years since Community Health of Central Washington has opened its doors in Kittitas County and was here at the meeting to give an update to the BOH members. Dr Maples discussed the initial goals for coming to Ellensburg, which was to bring primary care to Ellensburg. They have been fairly successful thus far. Dr. Maples discussed funding issues and struggles to recruit new physicians. He also noted that CHCW is planning to open a dental clinic in Ellensburg around November 2009.

Dr. Maples reviewed the training of the Community Health of Central Washington residency program. This program has been successful in Yakima. There have been talks started with Paul Nurick, CEO of Kittitas
Valley Community Hospital with hopes to start a residency program in July 2011. This would mean the first graduate would come out of the program in July 2014. The process for a student would be as follows:

- 4 years or more of undergraduate work
- 4 years of medical school
- Residency training program

The residency program in Yakima, in operation since 1993, would be a separate program than the one that would be initiated in Ellensburg. The goal would be to have two residents per year based in Ellensburg, at a separately accredited program. During training CHCW would act as the program host and students would be able to obtain family medicine and obstetrics experiences. Other requirements that are needed for a resident could be obtained in Yakima. The cost of this program is approximately $150,000.00 per trainee per year, putting the total program cost close to one million dollars per year. For this program to work CHCW would need strong support from the local hospitals as the trainees must have hospital experience for the training.

There was discussion about medical schools and where people get their schooling. A high percentage of medical graduates get their degree abroad. Dr. Maples added that Yakima’s new medical school has now enrolled their second class of 75 students which started last Monday. The first graduates out of that school will be in 2012.

INTRODUCTIONS AND ANNOUNCEMENTS:
No BOHAC members present.

CONTRACTS AND AMENDMENTS:

Central Washington University and Kittitas County Public Health Department Food Inspections:
Cathy Bambrick reviewed that this agreement is between Central Washington University and Kittitas County Public Health Department and is established so the county is able to perform food inspections and training for $75.00 per hour and not to exceed $3,000.00 for the entire term of the agreement. There was discussion in regards to making this contract longer in term and Cathy noted she would check on this.

Motion 08-03: Motion to approve the Central Washington University and Kittitas County Public Health Department Food Inspections. Mark McClain moved to approve the Central Washington University and Kittitas County Public Health Department Food Inspections. Rich Elliott seconded. All approved. Motion 08-03 carried to approve the Central Washington University and Kittitas County Public Health Department Food Inspections.

Kittitas County Consolidated Contract 2007-2011 #17:
Cathy Bambrick reviewed the Consolidated Contract Amendment 2007-2011 #17. Cathy reported that this is the 17th amendment to the original contract started in 2007 and adds a statement of work for the Tobacco Prevention and Control Program and amends the statement of work for the Office of Drinking Water Group A Program and Tobacco Prevention and Control Program.

Motion 08-04: Motion to approve the Kittitas County Consolidated Contract 2007-2011 #17. Mark McClain moved to approve the Kittitas County Consolidated Contract 2007-2011 #17. Paul Jewell seconded. All approved. Motion 08-04 carried to approve the Kittitas County Consolidated Contract 2007-2011 #17.

MOU between Kittitas County Health Department and Kittitas County Head Start/ECEAP (Tobacco):
Cathy reviewed that this MOU is entered into by and between Kittitas County Head Start/ECEAP and the Kittitas County Public Health Tobacco Prevention and Control program to promote the health, welfare and safety of students, staff and other Head Start participants and to serve as a positive example to other child care and community agencies.

Motion 08-05: Motion to approve the MOU between Kittitas County Public Health Department and
Kittitas County Head Start/ECEAP (Tobacco). Mark McClain moved to approve the MOU between Kittitas County Public Health Department and Kittitas County Head Start/ECEAP (Tobacco). Rich Elliott seconded. All approved. Motion 08-05 carried to approve the MOU between Kittitas County Public Health Department and Kittitas County Head Start/ECEAP (Tobacco).

**Child Care Infant Nurse Consultant Contract (Rainbow Center):**
Cathy Bambrick reviewed this agreement between Central Washington University’s Rainbow Center and the Kittitas County Public Health Department to provide infant nurse consultant services.

**Motion 08-06:** Motion to approve the Child Care Infant Nurse Consultant Contract (Rainbow Center). Mark McClain moved to approve the Child Care Infant Nurse Consultant Contract (Rainbow Center). Paul Jewell seconded. All approved. Motion 08-06 carried to approve the Child Care Infant Nurse Consultant Contract (Rainbow Center).

**Interagency Agreement between the State of Washington, Central Washington University and Kittitas County Public Health Department (Sane Exams):**
Cathy Bambrick informed the BOH members that this is an agreement between the Kittitas County Public Health Department to perform Sexual Assault Nurse Examiner (SANE) examinations during the hours that the Central Washington University Health and Counseling Center is not open for business as well as when the Health and Counseling Center Examiner is unavailable. Cathy explained the University Health and Counseling Center will provide these services to students during normal business hours when the University Examiner is available.

**Motion 08-07:** Motion to approve the Interagency Agreement between the State of Washington, Central Washington University and Kittitas County Public Health Department. Mark McClain moved to approve the Interagency Agreement between the State of Washington, Central Washington University and Kittitas County Public Health Department. Rich Elliot seconded. All approved. Motion 08-07 carried to approve the Interagency Agreement between the State of Washington, Central Washington University and Kittitas County Public Health Department.

**Public Health Inter-Jurisdictional Mutual Aid Agreement:**
Cathy Bambrick explained that the Public Health Inter-Jurisdictional Mutual Aid Agreement is made and entered into by the signatory Health Department or signatory Health District, or signatory County within the State of Washington that operated a Public Health Department or division within its county government individually with all other signatory party health department’s legally joining the agreement.

**Motion 08-08:** Motion to approve the Public Health Inter-Jurisdictional Mutual Aid Agreement. Mark McClain moved to approve the Public Health Inter-Jurisdictional Mutual Aid Agreement. Paul Jewell seconded. All approved. Motion 08-08 carried to approve the Public Health Inter-Jurisdictional Mutual Aid Agreement.

**Information Sharing Agreement between State of Washington Department of Health and Kittitas County Public Health Department:**
Cathy Bambrick explained that this agreement between the State of Washington Department of Health and Kittitas County Public Health Department documents the conditions under which the Washington State Department of Health shares confidential and potentially identifiable information with other entities.

**Motion 08-09:** Motion to approve the Information Sharing Agreement between the State of Washington Department of Health and Kittitas County Public Health Department. Mark McClain moved to approve the Information Sharing Agreement between the State of Washington Department of Health
and Kittitas County Public Health Department. Rich Elliott second. All carried. Motion 08-09 carried to approve the Information Sharing Agreement between the State of Washington Department of Health and Kittitas County Public Health Department.

**Yakima Health District Amendment #5 (HIV):**
Cathy Bambrick briefly reviewed that the Yakima Health District Amendment #5 is to extend the original contract from July 1, 2009 through December 31, 2009 and amends funding for July 1, 2009 through December 31, 2009.

**Motion 08-10:** Motion to approve the Yakima Health District Amendment #5 (HIV). Mark McClain moved to approve the Yakima Health District Amendment #5 (HIV). Rich Elliott second. All approved. Motion 08-10 carried to approve the Yakima Health District Amendment #5 (HIV).

**DEPARTMENT UPDATES/ISSUES:**

**Health Officer Update:** Mark Larson MD gave an update on the H1N1 vaccinations. He stated the information is changing everyday and that includes the date the vaccine is expected to be rolled out, how much and the recommended guidelines for the target audience. He also informed the BOH members that to date the numbers in the county for H1N1 are going down, but at this time he is not sure if that is due to it actually decreasing or if people are not getting tested like before.
Dr Larson informed BOH that Safeway has started giving seasonal influenza vaccine and that the county will begin at the end of September. There was discussion in regards to the county providing the seasonal influenza vaccine and if it would be worth providing this for employees. The Health Department will be putting out a survey to see if employees will get vaccinated if this is offered. There was also discussion in regards to how each department would track employees taking sick time.
Dr Larson also noted that there was another horse in Ellensburg with West Nile Virus and that takes the county to two confirmed horses with West Nile Virus.

**West Nile Virus Update:** This report was moved up since Dr Larson was on the topic. James Rivard updated that there were two confirmed cases of West Nile Virus and the county is still at a level three for emergency response. James informed that there were 5,000 mosquitoes sent out/collected this year in upper and lower county with no positives hits on the mosquito pools and to date there have been no positive West Nile Virus in birds in Kittitas County. There was discussion about adulticiding and the costs initiated with this process as well as the process to start a mosquito control board. It was decided that the health department would talk with BOHAC and try to get an information meeting put together and discuss the options around starting a Mosquito Control Board.

**Administrator’s Report:** Cathy Bambrick updated the BOH members on the progress of the health department for the previous month. She noted the challenging issues surrounding the Department of Ecology Exempt Well issues. The new moratorium placed on the upper county initially affected approximately all 400 open building permits and then the emergency rule was replaced shortly after with a new rule allowing all open building permits to be processed and approved. Cathy reported the metering project was temporarily put on hold until at least September of 2009 as the department struggled implementing the new rule.
Cathy updated that the Secretary of health Mary Selecky held a second statewide meeting with public health directors from eight local health jurisdictions to discuss strategies to change how we provide public health services given the budget crisis with prioritized services that are essential. Cathy noted that there will be continuous meetings this fall with the intent of presenting strategies for changing the way we do public health work in 2010.
Cathy gave the updated information in regards to the Novel H1N1: Swine Flu planning activities were initiated state wide in preparation for vaccination distribution and immunization clinics. The health department is currently developing a plan to submit to the Department of Health which includes working with local providers, pharmacies, KVCH and other community partners. She also informed the BOH members that until
there is more information available about the vaccine, it is difficult to solidify a plan.
Cathy briefly updated to BOH that the health department has now implemented the NextGen electronic medical records project in August after a few minor setbacks. Currently the department is looking into Via Track for the billing part of the EPM system.
One last note by Cathy was that the department has declined the grant received from the Department of Ecology for the Wilson Creek Sub Basin Project which included replacement of septic systems in the basin.
The funding included stimulus dollars which placed additional requirements including SEPA/NEPA processes and bid process that was unmanageable for the department. DOE requested that we apply for different funding in September for the 2010 funding cycle as our application was very competitive.

Customer Service Survey Results: Amy Diaz reported to BOH that customer service surveys are done in each of the departments within Public Health. The surveys that were done this quarter were:
- Food(Reimbursement Checks)
- On Site Sewage(Septic inspections)
- Stars Training(training provided by our Public Health Nurse)
This gives the public a chance to comment on our staff/services after they have been performed and give us feedback on ways to improve.

Quarterly Report: Cathy Bambrick reviewed the Public Health quarterly report noting it contains information about events that have taken place and programs activities. Cathy also mentioned that we have had a staff member leave and at this time we are not sure if we will fill that position.

In Your Classroom: Amy Diaz reviewed the “In Your Classroom” fact sheets that highlight students in 6th, 8th, 10, and 12th grade and was derived from the most recent Healthy Youth Survey given in October 2008. She reviewed the areas that were selected for the fact sheets are areas that may create a direct, indirect, or potential barrier to learning.
There was discussion about some of the topics that were surveyed such as trying to lose weight and more kids smoking marijuana than smoking cigarettes in 10 and 12th grade.

Kittitas County Tobacco Prevention Control Program: Cathy Bambrick looked over the KC Tobacco Prevention and Control Program with the BOH members. Alan Crankovich, Mark McClain and Paul Jewell made the front page of the newsletter for passing the Smoking in Public Places Ordinance.

BUSINESS/DISCUSSION:

Resolution Designating Persons to Administer the Provisions of the Kittitas County Code: Cathy Bambrick discussed the new resolution to designate persons to enforce county code. Mark McClain asked if there could be names added to the resolution including the BOH members, Alan Crankovich, Chair, Mark McClain, Paul Jewell, and Security for the courthouse.

Motion 08-11: Motion to approve the Resolution Designating Persons to Administer the Provisions of the Kittitas County Code. Mark McClain move to approve the Resolution Designating Persons to Administer the Provisions of the Kittitas County Code. Rich Elliott second. All approved. Motion carried to approve the Resolution Designating Persons to Administer the Provisions of the Kittitas County Code.

After this was approved Cathy Bambrick had asked Brent Bottoms, Prosecuting Attorney, to review with the Board of Health what he is doing with code to add optional ways for administration to enforce codes/fines.

Financial Update: Amber Simon reviewed the finance information noting the following:
- Cash account balance is down $44,000 from last month, but accounts receivable balance is at almost $204,000 so the dip in the graph is due to the timing of invoice payments
• Work is beginning this week on July billings
• As of June 30th our revenues are at 87% and our expenses are at 82.5% of what we budgeted for the first six months. It the trend continues we will need less of our county contribution than originally budgeted. With the cyclical trends of our permitting revenues it is hard to pinpoint an estimated number at this point, but we should have a much better idea during the last quarter of the year after the majority of the permitting revenue is received.
• Updated on noticeable trends:
  o The EH licenses, permits, and inspections revenues are at 71% of expected levels
  o Personal health clinic fee-for-service revenues are at 86% of budget after six months
  o Food handlers permits and vital records are at 126% of budgeted revenue
• Finalizing the budget has been delayed while we obtain grant amounts from the Department of Health and the Yakima Health District. The budget will be ready for review prior to the September Board of Health meeting.

Amber also made special mention in regards to Health Promotion doing a great job managing time and money.

Meeting adjourned at 11:42 a.m.

*Don Solberg informed members he will not be at next meeting in September.

Next Meeting: September 17, 2009 at 10:00 a.m. Commissioners’ Auditorium

Candi Blackford, Clerk of the Board of Health