KITTITAS COUNTY BOARD OF HEALTH
Minutes

Thursday, February 18, 2010
Commissioners’ Auditorium
10:00 a.m.

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

Other Attendees: Gene Dana (BOHAC representative), Brent Bottoms, Deputy Prosecuting Attorney

Kittitas County Public Health Department Staff (KCPHD): Cathy Bambrick, Candi Blackford, Amy Diaz, Linda Navarre, Robin Read, Amber Simon

Commissioner McClain called the meeting to order at 10:00 a.m.

Minutes:
Approval of the February 18, 2010 minutes:

Motion 02-01: Motion to approve the February 18, 2010 minutes as amended. Paul Jewell moved to approve the February 18, 2010 minutes as amended. Dr. Don Solberg seconded. Rich Elliott abstained as he was not present and all others approved. Motion 02-01 carried to approve the February 18, 2010 minutes as amended.

Introductions and Announcements: Gene Dana was present representing the Board of Health Advisory Committee.

Contracts and Amendments:

Coordinated Prevention Grant Agreement between the State of Washington Department of Ecology and Kittitas County Public Health Department: Cathy Bambrick reviewed this agreement entered into by and between the State of Washington Department of Ecology and the Kittitas County Public Health Department to carry out solid waste enforcement, inspections, and permitting.

Motion 02-02: Motion to approve the Coordinated Prevention Grant Agreement Between the State of Washington Department of Ecology and the Kittitas County Public Health Department. Paul Jewell moved to approve the Coordinated Prevention Grant Agreement between the State of Washington Department of Ecology and the Kittitas County Public Health Department. Dr. Don Solberg seconded. All approved. Motion 02-02 carried to approve the Coordinated Grant Agreement between the State of Washington and the Kittitas County Public Health Department.

Contractual Agreement between Education Service District 112 and Kittitas County Public Health Department: Cathy Bambrick reviewed this personal service contract with the Washington Healthy Communities Resource Center of Education Service District (ESD) 112 and Kittitas County Public Health Department for Sarah Bedau to co-develop and present two workshops on the topic of Community Mobilization for Washington State Department of Health Healthy Communities of Washington pilot project in
January 2010. Total funding amount is $3,000.00 to reimburse Kittitas County Public Health Department for her travel expenses and payroll.

**Motion 02-03:** Motion to approve the Contractual Agreement between Education Service District 112 and Kittitas County Public Health Department. Rich Elliott moved to approve the Contractual Agreement between Education Service District 112 and Kittitas County Public Health Department. Paul Jewell seconded. All approved. Motion 02-03 carried to approve the Contractual Agreement between Education Service District 112 and Kittitas County Public Health Department.

**Amendment 1 to the Central Washington University and Kittitas County Public Health Department Agreement:** Cathy Bambrick reviewed this Amendment 1 to the Agreement between Central Washington University and the Kittitas County Public Health Department regarding the Sexual Assault Nurse Examiners program for an extension on the time frame of one additional year and funds for additional exams. In addition, all exams necessary will be provided by KCPHD and the point of contact has been updated.

**Motion 02-04:** Motion to approve Amendment 1 to the Agreement between Central Washington University and Kittitas County Public Health Department. Paul Jewell moved to approve Amendment 1 to the Agreement between Central Washington University and Kittitas County Public Health Department. Alan Crankovich seconded. All approved. Motion 02-04 carried to approve the Amendment to the Agreement between Central Washington University and Kittitas County Public Health Department.

**MOU between Kittitas County Public Health Department and Dream Team Dental:** Cathy Bambrick reviewed this MOU which is the desire of the Kittitas County Public Health Department to coordinate with the dental service program providers to assure quality programs that meet the needs of residents in our community. She noted that this MOU is a document that describes the working relationship between the provider and KCPHD.

**Motion 02-05:** Motion to approve the Memorandum of Agreement between the Kittitas County Public Health Department and Dream Team Dental PLLC. Paul Jewell moved to approve the Memorandum of Agreement between the Kittitas County Public Health Department and Dream Team Dental PLLC. Rich Elliott seconded. All approved. Motion 02-05 carried to approve the Memorandum of Agreement between the Kittitas County Public Health Department and Dream Team Dental PLLC.

**Yakima Health District BCHP Ask Me Campaign Amendment:** Cathy Bambrick reviewed the Yakima Health District BCHP Ask Me Campaign amendment. She informed the BOH members that the amendment increases the statement of work for outreach activities by including participation in the Ask Me Campaign and decreases the budget accordingly.

**Motion 02-06:** Motion to approve the Yakima Health District BCHP Ask Me Campaign amendment. Paul Jewell moved to approve the Yakima Health District BCHP Ask Me Campaign amendment and authorize the director to sign future amendments to change dates. Alan Crankovich seconded. All approved. Motion 02-06 carried to approve the Yakima Health District BCHP Ask Me Campaign amendment.

**Authorization, Waiver, and Indemnification between Kittitas County Public Health Department and Valley Labs:** Cathy Bambrick reviewed the Authorization, Waiver, and Indemnification between Kittitas County Public Health Department and Valley Labs that will allow the KCPHD to collect and store water samples and payments from Valley Lab customers.
**Motion 02-07:** Motion to approve the Authorization, Wavier, and Indemnification between Kittitas County Public Health Department and Valley Labs. Dr. Don Solberg moved to approve the Authorization, Wavier, and Indemnification between Kittitas County Public Health Department and Valley Labs. Rich Elliott seconded. All approved. Motion 02-07 carried to approve the Authorization, Wavier, and Indemnification between Kittitas County Public Health Department and Valley Labs.

**Health Officer Update:** The Health Officer was not present at this meeting.

**Administrator's Report:** Cathy Bambrick reported that statewide and national 2009 H1N1 flu rates continued to decline in January. Staff provided a community clinic in Upper County and gave close to 200 immunizations. While the turnout was lower than expected, the department felt good about the process and the organization of the clinic. Second doses of 2009 H1N1 vaccine recommended for kids through age nine were given during follow-up vaccination clinics at local schools in January. There has been discussion regarding Phase Four funding, but at this time the department is not sure that it will be necessary.

Cathy informed Board of Health members that the department had hired Tiffany Beardsley to manage the Emergency Preparedness Program in January. Ms. Beardsley was hired as a temporary employee for the 2009 H1N1 work and has done an excellent job with our school and community vaccination clinics. The department is very excited to have her begin work on the rest of the emergency preparedness tasks and activities.

In January the department worked with Kittitas Valley Community Hospital on a Human Services Beacon Community Grant which, if received, will bring $15 million dollars into the community beginning in April 2010. The grant would allow almost all health care providers in the county to implement electronic medical records and would provide funding for innovative service delivery models for chronic disease prevention. KCPHD would provide Tobacco Cessation services and additional immunization work if this grant is received.

Staff has been working on development of a webinar with NACCHO to be presented in March of 2010. Northwest Consulting Group is continuing work on a communicable disease module.

Cathy also noted that KCPHD is still working with the Department of Ecology on exempt well issues and to consider a water leasing program in Kittitas County. KCPHD is working with the Prosecutor’s Office on a revised Water Availability form to ensure right of entry issues are resolved as well as maintenance of the ability to charge fees in the future if needed.

There was discussion on water neutrality and the cistern progress.

**Quarterly Report:** Cathy briefly reviewed the quarterly report handout. Amy Diaz added that the number of vaccinations increased 30 percent from 2008 to 2009.

**Key Health Indicator Report:** Amy Diaz presented “The Health of Kittitas County” which is the Kittitas County Key Health Indicator report. Environmental and personal health indicators were combined into one report and most indicators have data at county, state and national levels. Amy reviewed the data of a few indicators to show how Kittitas County compared to the state and national levels. Amy also informed the Board of Health members that Kittitas County is in the top five healthiest counties in Washington State, according to a recent ranking by the University of Wisconsin.

**QILT Calendar:** Amy Diaz presented the QILT calendar. The health department will be increasing efforts to present quality improvement plan work to the Board of Health in 2010. Amy discussed the quarterly projects and how the department will develop logic models and review the health indicators to make improvements within the department.
**Financial Report:** Amber Simon updated Board of Health members that she was finishing up January financial statements for March. Amber noted the following:

- 2009 revenues were at 90%
- 2009 expenses were at 82%
- Payroll was budgeted at 40% and actual was 32%

Amber applauded the Health Promotions department for their work monitoring their budget this past year. KCPHD is now working on being more efficient with coding work time to specific programs to keep administration costs lower. The Community Health Services division received H1N1 funding that helped offset the fund shortage in that division. Also, KCPHD is trying to get set up with crime victims to be able to bill for SANE exams. Dr. Don Solberg congratulated the health department on doing a good job with finances.

At this time Rich Elliott noted that the KVFR intern’s 2010 project is focused on how alcohol relates to EMS/Sexual Assault and stated that he may point them to KCPHD for some information. Rich also wanted to discuss notifications for at risk populations and doing work through emergency management for flood control to plan on reducing the effects of flooding happening year after year in the same places at a later date.

Alan Crankovich brought up discussion on the Pine Loch 3 subdivision and the issues of a moratorium placed years ago for on-site septic systems due to a high system failure rate. The board would like KCPHD to revisit and review soil types and research new technology to discuss what would be needed to release this moratorium.

**Meeting adjourned at 10:57 a.m. to be followed by executive session for approximately 10 minutes to discuss pending litigation for Suncadia.**

**Next Board of Health Meeting: April 15, 2010 at 10:00 a.m., Commissioners’ Auditorium**

[Signatures]

Mack McClain, Chair of the Board of Health

Cathy Bambrick, Administrator
Kittitas County Public Health Department

Candi Blackford, Clerk of the Board of Health
**Executive Session Called:**

At 10:57 a.m. Chairman McClain announced the Board would recess into Executive Session for 10 minutes to discuss with legal counsel representing agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. No action is anticipated. At 11:07 a.m. the Board requested an additional 10 minutes; at 11:17 a.m., the Board requested an additional 10 minutes; at 11:27 a.m. the Board reconvened out of Executive Session. There was no action taken.