KITTITAS COUNTY BOARD OF HEALTH
Minutes

Thursday, June 24, 2010
Commissioners’ Auditorium
10:00 a.m.

PRESENT: Mark McClain, Alan Crankovich, Paul Jewell, Rich Elliott

Absent: Dr. Don Solberg

Other Attendees: None

Kittitas County Public Health Department (KCPHD) Staff: Cathy Bambrick, James Rivard, Linda Navarre, Amber Simon

Commissioner McClain called the meeting to order at 10:02 a.m.

Minutes:
Approval of the May 20, 2010 Minutes:

Motion 06-01: Motion to approve the May 20, 2010 minutes. Paul Jewell moved to approve the May 20, 2010 minutes as presented. Rich Elliott seconded. All approved. Motion 06-01 carried to approve the May 20, 2010 minutes.

Introductions and Announcements: There were no introductions or announcements.

Contracts and Amendments:

MOU between First United Methodist Church and Kittitas County Public Health Department: Cathy Bambrick reviewed the MOU between First United Methodist Church and KCPHD which provides a location for the Needle Exchange. Alan Crankovich voiced safety concerns that the MOU contained a section requiring staff to secure the building before leaving. Cathy Bambrick explained that the location was one room with an exterior entry. Also, our staff is never at the facility alone.

Motion 06-02: Motion to approve the MOU between First United Methodist Church and Kittitas County Public Health Department. Rich Elliott moved to approve the MOU between First United Methodist Church and Kittitas County Public Health Department. Paul Jewell seconded. All approved. Motion 06-02 carried to approve the MOU between First United Methodist Church and Kittitas County Public Health Department.

Central Washington University and Kittitas County Public Health Department- Food Inspections: Cathy Bambrick reviewed the contract between Central Washington University and Kittitas County Public Health Department for food inspections. Alan Crankovich questioned whether it was necessary to list the CWU employees by name instead of by position in Attachment A. His concern was that there could be confusion in
the event of employee turnover. Cathy Bambrick agrees with Mr. Crankovich’s concern, but it was a contract written by CWU and they chose to include names.

**Motion 06-03:** Motion to approve the Central Washington University and Kittitas County Public Health Department- Food Inspections. Rich Elliott moved to approve the Central Washington University and Kittitas County Public Health Department- Food Inspections. Paul Jewell seconded. All approved. Motion 06-03 carried to approve the Central Washington University and Kittitas County Public Health Department- Food Inspections.

**Information Sharing Agreement for Confidential Information or Limited Dataset between the State of Washington Department of Health and Kittitas County Public Health Department:** Cathy Bambrick reviewed the Information Sharing Agreement for Confidential Information or Limited Dataset between the State of Washington Department of Health and Kittitas County Public Health Department. This is a standard agreement that documents the conditions under which the Washington State Department of Health shares confidential information or limited dataset with other entities.

**Motion 06-04:** Motion to approve the Information Sharing Agreement for Confidential Information or Limited Dataset between the State of Washington Department of Health and Kittitas County Public Health Department. Rich Elliott moved to approve the Information Sharing Agreement for Confidential Information or Limited Dataset between the State of Washington Department of Health and Kittitas County Public Health Department. Paul Jewell seconded. All approved. Motion 06-04 carried to approve the Information Sharing Agreement for Confidential Information or Limited Dataset between the State of Washington Department of Health and Kittitas County Public Health Department.

**Department Updates/Issues:**

**Health Officer Update:** Dr. Mark Larson was absent from the meeting so there was no Health Officer update.

**Administrator’s Report:** Cathy Bambrick informed the BOH members that the staff is wrapping up their work on H1N1 activities with the remaining funding. Staff will present modifications of the strategic national stockpile and pandemic flu plans at the August BOH meeting. Paul Jewell asked if we are still getting H1N1 cases. Linda Navarre and Cathy Bambrick confirmed that the department is no longer tracking cases.

Cathy Bambrick informed the BOH members that the department is reapplying for the $15 million Beacon grant related to electronic medical records. As discussed at the last BOH meeting, the grant funding was not received on the first application but positive feedback was received on the Kittitas County application. More funding has been made available so KCPHD and KVCH are resubmitting an updated joint application. KCPHD included a partnership with the Centers for Disease Control for disease surveillance that will make the application even stronger.

Cathy Bambrick updated the BOH members on the changes coming to the HIV/AIDS Net regional program. Funding for 2010-2011 remains the same, but the regional program is being dissolved so funding and program processes will change for the 2011-2012 program period. Ms. Bambrick also informed the BOH members that we have tested our first positive HIV case in many years in Kittitas County. The individual resides in Grant County, but became KCPHD’s case because the individual was tested while in the Kittitas County jail. Further testing in Grant County revealed a related positive case and KCPHD’s outreach worker is continuing to work with Grant County to test other individuals who have had contact with the positive cases. Discussion occurred about how much testing we do in the jail for HIV and Hep C and about the expense and curability of these diseases.

Cathy Bambrick notified the BOH members that staff has spent time recently on researching the history of Pine Loch Sun III onsite sewage system issues related to a moratorium that has been in place since 1994.
Commissioner Paul Jewell attended Washington Association of Counties statewide meeting where the concept of revising the Exempt Well rule to include 40 acre minimum land subdivisions per exemption was well received. However, 6 or 7 counties attended the meeting and full support of the concept cannot be determined at this time.

Cathy Bambrick reported that DOE will not propose new code unless a majority of counties agree, otherwise it will not pass through the legislature. Commissioner Alan Crankovich brought up concern about DOE’s intent for new legislation. Commissioner Jewell indicated that it appears other counties such as Okanagon County, are driving the decision to revise the exempt well code. Cathy Bambrick reported that work on code language for cisterns is still underway but has been slowed down by the change in the health department’s Deputy Prosecutor. Both Commissioner McClain and Commissioner Jewell strongly recommended the cistern code should be a top priority. Cathy has received a tentative July 30th deadline for draft code related to water availability for building permits. Cathy will communicate BOCC concerns and priorities. Commissioner Paul Jewell is expecting correspondence from DOE today or tomorrow related to the letter sent by Cathy Bambrick. The letter is in regards to the new county policy on water availability for building permits and water budget neutrality documentation. Initial reaction by DOE has not been positive. A meeting is scheduled with DOE for July 8th to discuss the county’s decision with DOE.

Business:

Financial Update: Amber Simon reviewed the financial handouts and noted that the Blue Ribbon Funds have been removed from the monthly analysis handout and are being treated as though they are a separate fund. She also noted that the June budget amendments are almost complete and will be ready for the BOH to review at the meeting in July. Cathy Bambrick and Amber Simon questioned the BOH members on the formal process to approve the budget amendments. The BOH members suggested that process be clarified with the Auditor.

Amber Simon informed the BOH members that the cash flow report in July would show a spike because several months of DOE Exempt Well funds had accumulated before they were paid so there was a large payment at the beginning of June. She also informed the BOH members that all DOE Exempt Well funding has now been used so staff time on the metering project was currently being paid by the county. Cathy Bambrick informed the BOH members that she has asked for additional funds for the next fiscal period and has not received a reply on any level of funding. Discussion occurred about how to go forward without DOE funding. Mark McClain suggested that we would stop all work without DOE funding and Cathy Bambrick stated that we have sold over 30 meter reading equipment units that would have to be returned and refunded. No formal decision was made.

Quarterly Report: The quarterly report was distributed.

West Nile Virus Update: James Rivard reported that Grant County is the only county reporting WNV activity so far this year. He distributed a copy of information on KCPhD’s webpage that shows testing requirements. Mosquito trapping was supposed to begin June 1st instead of July 1st, but notification was not received from DOH. James Rivard reported that there were a total of 38 human cases statewide in 2009 with none in Kittitas County. Most of the cases were in Yakima and Benton counties. Cathy Bambrick reminded the BOH members that the department receives no funding for the Zoonotics program, but using unpaid interns to collect mosquitoes has helped with the budget.

Kittitas County Tobacco Prevention Control Program Newsletter: Cathy Bambrick passed out the newsletter and provided an update of the progress of the compliance checks. So far this year, two retailers have sold cigarettes to a teen carrying an ID card made when she was in 4th grade. Mark McClain asked about liability of using teens for these checks. Cathy Bambrick informed him that there is parent liability release written by the prosecutor’s office that must be signed before a teen goes out with two staff members.
On Site Sewage Enforcement Policy and Procedure:
The On Site Sewage Policy and Procedure was presented by Cathy Bambrick. She reported that it follows the same pattern as the Solid Waste policy. Changes were made to the Onsite Sewage Policy based on feedback on the Solid Waste Policy and Procedure recommendations from BOH in the previous month. The complaint must be verified. If staff does not have permission to go on site we involve legal counsel. Commissioner Mark McClain recommended changes which included minor wording changes. Cathy Bambrick reported that the Prosecutor’s office is drafting procedures to follow when collecting a fine. CDS is spending a lot of time with collections.

Motion 06-05: Motion 06-05 to approve the On-Site Sewage Enforcement Policy and Procedures. Rich Elliott moved to approve the On-site Sewage Enforcement Policy and Procedures. Paul Jewell second. All approved. Motion 06-05 carried to approve the On-Site Sewage Enforcement Policy and Procedures.

Pine Loch Sun III- OSS Moratorium:
James presented the issues related to Pine Loch Sun III OSS Moratorium including pictures of soil samples and a map of the subdivision. He provided an explanation of the history of the subdivision related to OSS. Rich Elliott questioned what the petition said and James provided clarification.

Cathy Bambrick stated there was a request from an OSS designer who owns a lot within the subdivision. He believes new technology would allow the moratorium to be lifted. James indicated there are 52 lots without OSS permits.

Paul asked how many failures we’ve had. James didn’t know total number of failures as a full review has not yet been completed. Cathy Bambrick explained that we don’t know how many failures have occurred leading up to the moratorium. Discussion occurred about the failures we currently know about, where the wells exist, etc. James said most likely we can approve septic systems in the subdivision now with new technology. James showed site evaluations that he performed in 2007. Discussion ensued about the soil type.

Cathy says that our code is outdated and is contradictory (written 1979). On the west side, health departments require maintenance and monitoring agreements in certain areas to make sure the advanced systems are maintained. Commissioner McClain asked if that could be part of the permitting process. Cathy said that she would rather have it in code with a yearly permitting process to ensure the systems are properly maintained.

The BOH determined that OSS County Code revision should include strict language on maintenance agreements. Cathy Bambrick will work with the Prosecutor’s Office to revise the OSS County Code to include maintenance agreements for advanced treatment septic systems and will then consider lifting the OSS Moratorium on Pine Loch Sun III.

Request to set a Public Hearing for Consideration of New Drinking Water Code: This item was postponed until a future meeting.

Added Item: Linda Navarre handed out a document showing the exemption rates for school vaccinations. There is concern because the statewide rates decreased while Kittitas County’s rates increased. Kittitas County shows a 13% exemption rate while, in comparison, Yakima County shows a 1.2% exemption rate. Linda Navarre and Cathy Bambrick clarified that this means that less kids are getting the recommended vaccinations before they enter school and there is a great need to get more education out there to support school nurses. The KCPHD staff is going to plan on doing more immunization work at the schools.

Adjourned at 11:15 a.m.
Next Board of Health Meeting: July 15, 2010 at 10:00 a.m., Commissioners’ Auditorium

Candi Blackford, Clerk of the Board of Health

Mark McClain, Chair of the Board of Health

Cathy Bambrick, Administrator
Kittitas County Public Health Department