KITTITAS COUNTY BOARD OF HEALTH
Minutes

Thursday, December 16, 2010
Commissioners’ Auditorium
10:00 a.m.

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

Kittitas County Public Health Department Staff (KCPHD): Candi Blackford, Dr. Mark Larson, Linda Navarre, Robin Read, James Rivard

Other Attendees: Suzanne Becker (Kittitas County Prosecuting Attorney)

Paul Jewell opened the meeting at 10:02 a.m.

Minutes:
Approval of the November 18, 2010 public hearing minutes

Motion 12-01: Motion to approve the November 18, 2010 public hearing meeting minutes. Rich Elliott moved to approve the November 18, 2010 public hearing meeting minutes. Alan Crankovich seconded. All approved. Motion 12-01 carried to approve the November 18, 2010 public hearing meeting minutes.

Introductions and Announcements: No introductions or announcements.

Contracts and Amendments:
Washington Dental Service Foundation ABCD Year One Grant Agreement: Linda Navarre reviewed that this grant agreement was for the purposes outlined in the proposal to the Washington Dental Service Foundation submitted in March 2010, subject to the terms and conditions set forth in the grant application and agreement.

Motion 12-03: Motion to approve the Washington Dental Service Foundation ABCD Year One Grant Agreement. Alan Crankovich moved to approve the Washington Dental Service Foundation. Rich Elliott seconded. All approved. Motion 12-03 carried to approve the Washington Dental Service Foundation ABCD Year One Grant Agreement.

WithinReach ABCD Referral Source Data Sharing Agreement: Linda Navarre reviewed that the WithinReach ABCD Referral Source Data Sharing Agreement with the Kittitas County Public Health Department is an agreement to access the referral source web-based application available via the internet. The county will be able to access and transmit account information from these databases via the internet to benefit providers who have entered into an agreement to be a participant and use account information as part of the determination of user and/or user family benefit eligibility.
Motion 12-04: Motion to approve the WithinReach ABCD Referral Source Data Sharing Agreement. Rich Elliott moved to approve the WithinReach ABCD Referral Source Data Sharing Agreement. Alan Crankovich seconded. All approved. Motion 12-04 carried to approve the WithinReach ABCD Referral Source Data Sharing Agreement.

Department Updates/Issues:

Health Officer Update: Dr. Mark Larson updated board members on the ongoing pertussis outbreak in Thorp. There are currently 3 positive and 2 epidemiologically linked cases. Dr. Larson discussed the possible complications of pertussis and how it affects younger children and babies. The health department has provided some school clinics to administer the Tdap vaccination to middle and high school students. The health department has also distributed education to the community about pertussis.

Dr. Larson also informed the BOH members that there was a child recently who had presented with a rash. At this time laboratory tests are in process to rule out measles/rubella. He informed BOH members that some of the viruses that were once rare are now showing up again in children who are unvaccinated.

Administrator’s Report: James Rivard informed BOH members of activities the health department has been working on:

• Earlier this month the management team met and started discussing and drafting the Strategic Plan.
• He noted that the health department is maintaining efforts to apply for grants that would suit the health department and help finances in our department.
• Assessment Coordinator Amy Díaz does outstanding work for the department and keeps us on task.
• Environmental health is through the food/pool permitting year. Evaluating and improving the fee schedule will be part of the quality improvement plan the first quarter of next year 2011.
• Future calls from Department of Health scheduled in the next week may result in budget updates – the co-administrators will keep the commissioners updated.
• Linda noted that Robin Read has been busy applying for grants to provide additional funding for the Health Promotion division.
• Linda mentioned that all staff have done a great job helping out with the current pertussis outbreak. Most staff are now cross trained to assist with outbreaks.

James discussed a meeting with the Central Washington Home Builders Association in regards to the proposed cistern code. Paul Jewell reported that the meeting went well and discussed options to loosen the language on the permanent agreement with the water purveyors. Suzanne Becker also noted that there was alternative language that needs to be reviewed. There was discussion on the possibility of rain catchment as the primary source of water and water purveyors/haulers as a secondary source of water. It was also clarified this will not be an option for everyone in the county. Additional discussion on this topic ensued. Paul Jewell was hopeful that by March there would be new language including rain water catchment for review.

There was also discussion on fire flow. At this time there is no fire flow built into the language, but should be added.

Business:

Financial Update: James Rivard gave a report since Amber Simon was not present. James reviewed the handouts with the BOH members noting that food/pool permit season has ended and the department seems to be doing okay. There will be a state budget call on December 21, 2010 with Secretary of Health Mary Selecky. The department is expecting to lose tobacco funds by January 1, 2011 instead of July 1, 2011 as originally thought. Blue Ribbon funds will be cut twenty-two percent in July 2011 and at this time HIV cuts are expected but not known completely. Linda Navarre also updated that a maternal and child health budget
call will occur on December 22, 2010. Paul Jewell requested to be informed of outcomes of phone calls and offered support if needed.

**Vehicle Purchase:** James Rivard discussed the possibility of purchasing another vehicle for the health department. After discussion about the options available and the money issues, it was decided that the health department will not purchase a truck, but will take back possession of a Jeep Liberty that had previously been marked for surplus.

**On-site Sewage Replacement Program:** Previously discussed.

**Summary of yearly activities:** No update

**Other:** Commissioner Crankovich informed staff that after a second interview for the position of Health Department Administrator an offer of employment had been extended.

Meeting adjourned at 11:04 a.m.

**Next Board of Health Meeting January 20, 2011 at 10:00 a.m., Commissioners’ Auditorium**

Candi Blackford, Clerk of the Board of Health

Chair of the Board of Health

Co-Administrator Signature

Kittitas County Public Health Department