KITTITAS COUNTY BOARD OF HEALTH (BOH) MEETING
Minutes

Thursday, March 21, 2012
Commissioners’ Auditorium
10:00 am

Present

Board of Health Members: John Asriel M.D., Alan Crankovich, Rich Elliott, Obie O’Brien
Absent: Paul Jewell

Kittitas County Public Health Department (KCPHD) Staff: Candi Blackford, Maria D. Canfield, Karen Hamel, Linda Navarre, Robin Read

Other Attendees: None

The meeting was called to order at 10:00 am

Minutes

Approval of the February 16, 2012 minutes as presented:

Motion 03-01: Motion to approve the February 16, 2012 minutes as presented. Obie O’Brien moved to approve the February 16, 2012 minutes as presented. Rich Elliott second. All approved. Motion 03-01 carried to approve the February 16, 2012 minutes as presented.

Introductions

Introduction of Board of Health Advisory Committee (BOHAC) Members: None present.

Contracts and Amendments

The Consolidated Contract Amendment 1
Maria D. Canfield reviewed the Consolidated Contract Amendment 1 and stated that the contract provides a funding increase of $84,198 for the following additions and amendments:

- 5930 Public Health Funding
- Local Capacity Development Funds
- Performance Management Center for Excellence
- Maternal and Child Health
- Office of Drinking Water Group A Program
- Office of Immunization and Child Profile (OICP)
- Public Health Emergency Preparedness and Response (PHEPR)
Exhibit B-1 Allocations, attached and incorporated by this reference, amends and replaces Exhibit B Allocations for an increase of $84,198 for a revised maximum consideration of $169,153.

**Motion 03-02: Motion to approve the Consolidated Contract Amendment 1. Rich Elliott moved to approve the Consolidated Contract Amendment 1. Obie O’Brien second. All approved. Motion carried to approve the Consolidated Contract Amendment 1.**

**Immunizer Pilot Participant Memorandum of Understanding**

Linda Navarre reported that the Immunizer Pilot Participant Memorandum of Understanding is being established with Kittitas County Public Health Department (KCPHD) and the Center for Disease Control (CDC). This MOU outlines the roles and responsibilities, timing and support expectations for the CDC Two-Dimensional Vaccine Bar Coding Pilot. The CDC will provide a bar code scanner that will allow the health department to increase accuracy and completeness of vaccine administration.

**Motion 03-03: Motion to approve the Immunizer Pilot Participant Memorandum of Understanding. Rich Elliott moved to approve the Immunizer Pilot Participant Memorandum of Understanding. Obie O’Brien second. All approved. Motion 03-03 carried to approve the Immunizer Pilot Participant Memorandum of Understanding.**

**Department Updates/Issues**

Health Officer Update
No Health Officer Update

**Administrator Updates**

Maria D. Canfield reported the following updates:
- The health department has received an e-mail clarifying the Group B water system connections issue.
- Quality Improvement LEAN Training grant.
- The health department has received an award of $5000 for the National Network for Public Health Institute Quality Improvement Project for hepatitis C.
- Legislature is in a special session as of March 20, 2012, Ms. Canfield will continue to update on the progress.
- Public Health will be posting a Developmental Disabilities position for 30 hours a month.
- The first part of the Ad Hoc Stability Workgroup data analysis is completed. Ms. Canfield discussed the graph that was handed out which showed the three Local Health Jurisdictions that are similar to Kittitas County and the Local Health Jurisdictions that are doing better than Kittitas County. The information on the graph will be discussed at the next Ad Hoc Stability Funding Committee meeting. It will be discussed at that meeting who to send follow up surveys to and which ones to meet with in person.

**Business**

**Financial Update**

Karen Hamel reviewed the February 2012 financial information handout:
- All revenues and Expenditures
- Previous Year to Date comparison
- Overview Revenues and Expenses
- Revenues- 4 year trend
- Environmental Health license and permit fees
- Community Health Services fees

**Update on Pertussis**

Linda Navarre reported that to date there are:
- Seven confirmed cases
Nine probable cases
Four labs pending
The health department was notified of the first confirmed case, a student at Valley View, on March 5, 2012. A health order was put in place which made it mandatory that proof of vaccination be presented or the staff/student would be excluded. On March 14, 2012 there was a confirmed case at Damman School and the health department initiated a health order with the same exclusions as Valley View. Ms. Navarre noted pharmacies, medical clinics and both schools did a great job with such short notice. The health department has received more free doses of TDaP for those who do not have health insurance.

Citizen’s Advisory Committee Update
Maria D. Canfield reported for James Rivard that the first Citizen’s Advisory Committee meeting was held in February which included introductions, rules and tentative future meeting topics. The next meeting is at the fairgrounds on March 26, 2012 at 6:00 pm to discuss Washington State Pool and Spa Code. Ms. Canfield reviewed the agenda for future meetings and the importance of having community members involved in the review process.

Community Health Improvement Plan Update
Robin Read updated the progress on the Community Health Improvement Plan project:
- Journey to a Healthy Community Open House was a success with approximately 70 people attending.
- Working on finalizing the data results from the Community Health Survey (525 surveys received).
- Working on a Local Public Health System Assessment.
- Working on the Community Health Status Assessment.
- Sarah Bedsaal and Robin Read will attend training in Texas at the end of March.
- Next meeting is scheduled for April 12, 2012.
Ms. Canfield thanked the commissioners for their support on the project.

Other
Rich Elliott noted that the Kittitas Valley Fire and Rescue may be moving forward with the purchase of property on Mountain View.

Motion to adjourn the Board of Health meeting:

**Motion 03-04**: Motion to adjourn the Board of Health meeting. Rich Elliott moved to adjourn the Board of Health Meeting. Obie O’Brien second. All approved. Motion 03-04 carried to adjourn the Board of Health meeting.

Meeting adjourned at 11:18 am

**Next Board of Health Meeting will be held on Thursday April 26, 2012**

Candi Blackford, Clerk of the Board of Health

Alan Crankovich, Chair of the Board of Health

Maria D. Canfield, Administrator
Kittitas County Public Health Department