KITITAS COUNTY BOARD OF HEALTH (BOH)
Meeting Minutes

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

Present

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

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

Other Attendees: None

The meeting was called to order at 10:23 am

Minutes

Approval of the May 17, 2012 minutes

Motion 06-01: Motion to approve the May 17, 2012 minutes. John Asriel M.D. moved to approve the minutes as presented. Paul Jewell second. All approved. Motion 06-01 carried to approve the May 17, 2012 minutes as presented.

Introductions/Awards

Board of Health Advisory Committee (BOHAC): There were no BOHAC members present.

Certificate of Appreciation: The Board of Health asked for a signature on a Certificate of Appreciation from the Board of Health to Sarah Bedsaul.

Motion 06-02: Motion to approve the Board of Health Chair and Vice Chair signature on the Certificate of Appreciation for Sarah Bedsaul. Paul Jewell moved to approve the Board of Health Chair and Vice Chair signature on the Certificate of Appreciation for Sarah Bedsaul. Obie O’Brien second. All approved. Motion 06-02 carried to approve the Board of Health Chair and Vice Chair signature on the Certificate of Appreciation for Sarah Bedsaul.

The Board of Health presented a Certificate of Appreciation to Sarah Bedsaul for her years of service and dedication to Kittitas County and the community.

Contracts and Amendments
No contracts this month
Department Updates/Issues
Health Officer Update
No update this month

Administrator Updates
Maria D. Canfield reported the following

- James Rivard submitted an application for a CDC Fellowship Intern for a term of two years and Kittitas County was selected for a host site. Alisa Spieckerman will be joining the public health team in July for two years. The first year will be spent working with health promotions. The second year will be spent working with environmental health.
- The Medicaid Admatch funds are currently under review by the Health Care Authority and it is unknown at this time if we will be able to continue to seek funding reimbursements for services past the end of this month and if we will be able to include this in the 2013 budget.
- Updated the Board of Health on the following grant changes
  - ABCD dental funding has been awarded for the third year
  - Community Transformation Grant funding for tobacco is offering the health department $25,000 for another year
- Informed the Board of Health that the Department of Health Secretary, Mary Selecky, will be visiting the Kittitas County Public Health Department in August with a few members of her management team. Ms. Canfield discussed a possible schedule for the day and asked for any recommendations for the agenda from the Board of Health.
- Personnel changes:
  - Sarah Bedaiu has left and the department has posted the position for a Health Educator I to fill the void in the Health Promotion Team.
  - Tiffany Beardsley has had her baby and is now on FMLA.
  - The health department is recruiting for a part-time nurse for the Community Health Services team.
  - Kodi Still is leaving in September and the department posted the Environmental Health Specialist 1 position. The department would like to hire this position as soon as possible so the new person has time to train with Kodi on food inspections.
  - The health department has two Environmental Health Interns. Trevor Alkire will be working on educational material to hand out to the public about securing loads before traveling to the transfer station and the surveillance of unsecured loads. Angela McDermott will be working with Erin Moore to create a Group B database.
- Good things happening for staff
  - Linda Navarre has received financial support to attend the mid-year APHA meeting
  - Julia has been asked to be a panelist on Modernizing Syringe Access
  - Linda’s quality improvement project on Hepatitis C will be presented at an upcoming meeting of the National Network of Public Health Institutes
- Reported WSALPHO meeting highlights and will keep the board updated at future meetings

Business
Financial Update
Karen Hamel distributed a financial report packet and reviewed the following for the KCPHD April 2012 finances:

- All Program Revenues and Expenses
- Previous Year-to-date Comparison
- Revenues-All Programs
- Environmental Health (License/Permit and Fees)
- Community Health Fees
- KCPHD Fund Balance
Ms. Hamel updated that the environmental health staff will be sending out food letters in July for the 2012-2013 food permitting year. Reminders will be sent in September. This change from previous year’s process hopes to get some permits and revenue turned in earlier.

**Update on Pertussis**
Linda Navarre reported that Washington State has 2,520 cases of pertussis as of June 16, 2012. This included 156 babies and 36 hospitalizations. Kittitas County has 13 confirmed cases, 18 probable and 3 labs pending. The health department continues to educate on the importance of getting pertussis vaccination.

**Citizen’s Advisory Committee Update**
James Rivard informed the Board of Health members that the next Citizen’s Advisory Committee meeting will be on Thursday June 28, 2012 at 12:00pm. The plan is to review the new School Living Environment rules that will take effect on July 1, 2013 and continue reviewing the Campground Code. Mr. Rivard also noted that the department will hand out the Water Regulation and Sanitary Surveys for July’s meeting.

**Ad Hoc Funding Stability Workgroup Update**
Rich Elliott discussed the results of the Ad Hoc Funding Stability Workgroup. The next step is to start talking about where the funding will come from. The Ad Hoc Workgroup would like to set up a special meeting to discuss the possible options and find how the Board of Health would like them to proceed.

Paul Jewell asked if there was a report that summarizes the work that has been done by the workgroup. Ms. Canfield noted that she will create readable documents and send them out to board members. She said she would schedule a study session in the near future.

**Environmental Health Lead while James is out**
James Rivard informed the Board of Health that during his absence, Joe Gilbert, will be the lead support for the environmental health staff. Mr. Rivard reviewed a list of duties that have been distributed to Mr. Gilbert and other staff while he is out on family medical leave.

**Motion to adjourn the Board of Health meeting:**

| Motion 06-03: Motion to adjourn the June 21, 2012 Board of Health meeting. Paul Jewell moved to adjourn the June 21, 2012 Board of Health meeting. Rich Elliott second. All Approved. Motion 06-03 carried to adjourn the June 21, 2012 Board of Health meeting. |

Meeting adjourned at 11:56 am

**Next Board of Health Meeting will be held on Thursday, July 19, 2012**

Alan Crankovich, Chair of the Board of Health

Candi Blackford, Clerk of the Board of Health

Kititas County Public Health Department