KITTITAS COUNTY BOARD OF HEALTH (BOH)
Meeting Minutes

Thursday December 20, 2012
Commissioners’ Auditorium
10:00 am

Present

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

Kittitas County Public Health Department (KCPHD) Staff: Candi Blackford, Erin Moore, Karen Hamel,
Robin Read, James Rivard, Liz Whitaker, Alisa Spieckerman

Other Attendees: None

The meeting was called to order at 10:00 am

Minutes

Approval of the November 21, 2012 public hearing meeting minutes

Motion 12-01: Motion to approve the November 21, 2012 public hearing meeting minutes as presented. Rich Elliott moved to approve the November 21, 2012 public hearing meeting minutes as presented. Obie O’Brien second. All others approved. Motion 12-01 carried to approve the November 21, 2012 public hearing meeting minutes as presented.

Approval of the November 21, 2012 Board Of Health meeting minutes

The approval of the November 21, 2012 Board of Health meeting minutes will be tabled until next month’s BOH meeting.

Introductions

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

Contracts and Amendments

Child Death Review Case Reporting System
Liz Whitaker explained that KCPHD does not receive any funding for the Child Death Review Case Reporting System at this time, but KCPHD would like to have an active contract in place to make it possible to participate if a review is necessary.
Motion 12-02: Motion to approve the Child Death Review Case Reporting System contract. Paul Jewell moved to approve the Child Death Review Case Reporting System contract. Rich Elliott second. All approved. Motion 12-02 carried to approve the Child Death Review Case Reporting System contract.

Community Health of Central Washington: Children with Special Health Care Needs Program
This contract is tabled until the next Board of Health meeting. This contract needs to include language to protect audit findings.

Department Updates/Issues

Health Officer Update
None

Department Update
James Rivard discussed the following updates:
- There are no major reductions to public health funding in governor’s budget at this time
- KCPHD no longer receives HIV funding
- BCCHP funding will end in June 2013
- The Consolidated Contract is delayed from DOH
- There has been a second interview for the Public Health Administrator position, with a third interview scheduled in the next couple weeks
- Erin Moore will be internally promoted to Permit Technician
- The department will rehire a Public Health Clerk position
- The Assessment Coordinator job description is waiting at Human Resources to be posted
- The online food handler’s curriculum will go live January 3rd 2013.
- The Environmental Health department will be absorbing more staff costs in 2013
- The Funding Stability Committee met and received answers from legal counsel regarding the proposed tipping fee for solid waste and the fast food sales tax.

Karen Hamel distributed a handout that reviewed the following financial updates:
- A profit and loss previous year comparison
- A program specific budget to actual contrast
- A five year review of environmental health fees
- A five year comparison of community health fees

Liz Whitaker reviewed the following updates:
- The research of billing insurance for clinic services
- Working to compare the cost of CHS fees to other clinics in the region
- The prospect of absorbing Medicaid patients that have been dropped by other clinics

Business
Update of the Board of Health Advisory Committee
Robin Read discussed the following in regard to the future of the Board of Health Advisory Committee (BOHAC):
- The BOHAC Executive Committee has been meeting to discuss the future of the committee and the purpose it will serve to the health department
- The department has not been asking BOHAC members for guidance on issues as it had in the past, therefore they were questioning their value to the KCPHD
• BOHAC will be restructuring and initiating new members
• They hope to begin holding regular monthly meetings starting in January 2013

Environmental Health Permits and Floodways
James Rivard explained that KCPhD would be modifying the water and septic permit applications. The department needs to include language to ensure that applicants and contractors are held responsible for verifying information is complete and correct on department applications. The reason for this change is the department recently had an application that lacked floodway information and made the approval and installation situation too close for comfort from a liability standpoint for the department.

Other
Rich Elliott shared that Kittitas Valley Fire and Rescue (KVFR) recently purchased a property on Mountain View Avenue to build a new fire station. KVFR is initiating a ground clean-up which will include taking contaminated soil to a landfill. Eventually, a facilities bond issue will likely be placed on the ballot.

Motion 12-03: Motion to adjourn the Board of Health meeting. Paul Jewell moved to adjourn the Board of Health meeting. Obie O’Brien second. All approved. Motion 12-03 carried to adjourn the Board of Health meeting.

Meeting Adjourned at 10:40 am

Next Board of Health Meeting will be held on Thursday, January 17, 2013

Chair of the Board of Health

Kittitas County Public Health Department

Administrator

Erin Moore, Clerk of the Board of Health