KITTITAS COUNTY BOARD OF HEALTH (BOH)
Meeting Minutes

Thursday February 21, 2013
Commissioners’ Auditorium
10:00 am

Present

Board of Health (BOH): Dr. John Asriel, Gary Berndt, Obie O’Brien, Rich Elliott
Absent: Paul Jewell

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

Other Attendees: Nancy Jewett (BOHAC member), Central Student

Minutes

Approval of the January 17, 2013 Board of Health meeting minutes:

| Motion 02-01: Motion to approve the January 17, 2013 Board of Health meeting minutes as presented. Rich Elliott moved to approve the January 17, 2013 meeting minutes as presented. Gary Berndt second. All approved. Motion 02-01 carried to approve the January 17, 2013 Board of Health meeting minutes as presented. |

Introduction and Announcements:

Board of Health Advisory Committee (BOHAC): Nancy Jewett introduced herself.

Contracts and Amendments:

James Rivard reviewed the Consolidated Contract Amendment #6 revisions and additions as follows:

Adds Statements of Work for the following programs:

- Maternal and Child Health Block Grant- Effective January 1, 2013
- Office of Immunization and Child Profile- Effective January 1, 2013
- OICP-PPHF Reimbursement Project- Effective January 1, 2013
- Performance Management Center for Excellence-QI Project- Effective October 1, 2012

Amends Statements of Work for the following programs:

- Office of Drinking Water Group A Program – Effective January 1, 2012

Exhibit B-6 Allocations amends and replaces Exhibit B-5 Allocations as follows:

- Increase of $47,461.00 for a revised maximum consideration of $334,969.00

Adds Exhibit C Schedule of Federal Awards
Motion 02-02: Motion to approve the Consolidated Contract Amendment #6. Rich Elliott moved to approve the Consolidated Contract Amendment #6. Gary Berndt second. All approved. Motion 02-02 carried to approve the Consolidated Contract Amendment #6.

Department Updates/Issues

Health Officer Update
The health officer was not present at this meeting. Rich Elliott discussed the possibility of setting a meeting in the future to discuss developing policies in the event the health department does not have a health officer and/or administrator. Robin Read noted that this should be a discussion to continue at a later date when Dr. Mark Larson could be present.

Department Update
James Rivard discussed the following updates:
- Mr. Rivard will be looking at clinic trends over the past few years. Clinic revenue has declined due to increasing fees and a shortage of nurses. The department has been referring clients to their medical homes or to pharmacies for vaccinations. Obie O’Brien would like the department to provide data to show what services the department is currently providing for the community and what services are available in the community that do not need to be provided by public health. Liz Whitaker reviewed the current services provided by public health including overseas travel consults, vaccinations, and testing and counseling. Ms. Whitaker explained the importance of continuing to provide these services for the community.
- Mr. Rivard discussed the community view of public health and expressed interest in increasing community awareness of the department in the future. He is concerned that the community would not know what services the department provides if they were asked. The environmental health programs are the most unchanged in the department. Mr. Rivard told the board that it is really difficult to restart services once they are eliminated. Obie O’Brien noted that it was his position to make sure tax dollars are used to provide services that are not provided elsewhere in the community. Gary Berndt added that it was important to make sure that gaps in services did not happen that would put the community at risk for communicable disease.
- Robin Read has been interviewing for the Assessment Coordinator position and is planning on making an offer today. Candi Blackford is continuing to interview for the Public Health Clerk II position.

Business

Financial Update
Karen Hamel reviewed the 2012 Financial Update:
- 2012 All Programs Revenues and Expenses Budget to Actual
- 2012 Revenues by Source
- 2012 Expenditures
- 2012 All Programs Revenues and Expenses-Previous Year-to-date Comparison
- Environmental Health (License/Permit and Fees)
- Community Health Services Fee Revenue
- Community Health Services Clinic Vaccinations
- KCPhD Fund Balance 2010-2012

Ms. Hamel also discussed the listing of grants for 2013 and possible sequestrations.
Breast Cervical and Colon Health Program Update
Liz Whitaker reviewed the Breast and Cervical Health program. The health department has received funding from the Yakima Health District for the last 15 years. Ms. Whitaker informed the board members that the department was notified last week that Kittitas County will not be receiving any more funds for this program. Public health will continue to screen calls, direct clients to physician’s offices and help physician’s offices with enrollment without any funding. The BOCC recommended a meeting with the Yakima Health District to discuss this decision and look at possible solutions for the future of this program. Nancy Jewett also noted that with the Affordable Care Act in 2014 most clients should have some form of medical insurance, which may solve a small portion of the issue. However, the non-documented population may be left without options or coverage.

Legislative Session Updates
James Rivard reviewed the following bills that may affect the department’s future funding and activities:
- **Senate Bill 5296**: Concerns the model toxics control act. This bill proposes to reallocate funds for toxic cleanups. This would affect the hazardous waste funds that local health department and solid waste departments currently receive. Mr. Rivard is the co-chair on this board and is working with other committee members to send a letter to the legislature.
- **House Bill 1350**: Would allow local counties to establish their own water banks
- **House Bill 1052**: Would allow more septic systems within the urban growth area
Obie O’Brien also mentioned another bill to watch for that would allow municipalities to sweep funds that are already dedicated funds.

Annual Program Updates
Robin Read discussed the 2012 program accomplishments in the following areas:
- Public Health Emergency Preparedness and Response
- Food Handler’s Cards
- HIV Awareness/Blood Borne Pathogen Education
- Tobacco Prevention and Control
- Chronic Disease Prevention
- Assessment
- Quality Improvement
- Public Information Officer (PIO)
- Other- five grants written, staff helped out other programs due to limited staffing, and health promotion staffing issues

James Rivard discussed the Environmental Health 2012 Annual Activity Snapshot that included the following:
- 10 year review of permit activity
- Kittitas County Food Establishment
- Kittitas county Food Handler’s Cards
- Kittitas County Sewage Site Evaluations
- Kittitas County Sewage Permits
- Kittitas County Water Determinations

Mr. Rivard discussed the environmental health 2012 key program highlights.

Update on public health accreditation
Robin Read gave the Board of Health members a handout that explains accreditation. Ms. Read plans to update the board members on the department’s progress with this project at a future meeting.
Approval of office closure for the all staff retreat on March 6, 2013

Motion 02-03: Motion to approve the office closure for the all staff retreat on March 6, 2013. Rich Elliott moved to approve the office closure for all staff retreat on March 6, 2013. John Asriel M.D. second. All approved. Motion 02-03 carried to approve the office closure for the all staff retreat on March 6, 2013.

Other
Liz Whitaker reviewed the Resolution Calling on the Washington State Legislature to Maintain Current Levels of Funding for Foundational Public Health Services. There was discussion about the process of resolutions. The board decided to table this until the meeting in March.

Rich Elliot briefly discussed the issue of providing narcan through certain county programs in the event of an overdose. Mr. Elliott requested notification to the EMS providers if this is authorized and recommended that policies be put in place for administration.

Rich Elliot informed the Board of Health members of the need to start developing a policy for replacing the health officer and administrator positions. Mr. Elliott feels strongly that the Commissioners should have a plan in place for when and if these positions were to be left vacant for any period of time and provide direction for the department. There was discussion on how to proceed and Obie O’Brien will work to schedule a study session in the next couple of months and will invite the board members.

Motion to adjourn the meeting

Motion 02-04: Motion to adjourn the Board of Health meeting. Rich Elliott moved to adjourn the Board of Health meeting. Gary Berndt second. All approved. Motion 02-04 carried to adjourn the Board of Health meeting.

Meeting Adjourned at 12:00 pm

Next Board of Health Meeting will be held on Thursday, March 21, 2013

Obie O’Brien, Chair of the Board of Health

Kittitas County Public Health

Candi Blackford, Clerk of the Board of Health