KITTITAS COUNTY BOARD OF HEALTH (BOH)
Meeting Minutes

Thursday December 19, 2013
Commissioners’ Auditorium
1:00 p.m.

Present
Board of Health (BOH): Gary Berndt, Rich Elliott, Paul Jewell, Obie O’Brien

Board of Health Advisory Committee (BOHAC): None

Public Health: Candi Blackford, Mark Larson M.D., Kasey Knutson, Lisa Morin, Holly Myers, Kaitlyn Reddick, Alisa Spieckerman, Liz Whitaker

Community Food Assessment
Alisa Spieckerman presented the Community Food Assessment project. A Community Food Assessment is one of the steps a community can take in planning for increased access to healthy foods. The following were parts of the process in the Community Food Assessment project:

- Who conducted the Kittitas County Community Food Assessment- members of the Food Access Coalition for Kittitas County in collaboration with the Kittitas County Public Health Department during 2010-2012
- Why a Kittitas County Community Food Assessment- to compile information and tell the story about the assets, resources, and needs of the county related to access to healthy foods, hunger, food security, and our local food system
- How was the assessment data collected- strategies chosen to collect information include compiling existing data, conducting surveys, mapping resources, and creating a photo collage to identify sources of food
- What was discovered- access to healthy foods overview and factors affecting food choices such as food sources, transportation, financial, culture of values, and social factors on individual behavior

Ms. Spieckerman reviewed the Kittitas County profile, local efforts to increase access to healthy foods, community food assessments, various survey results, and maps. Lastly, Ms. Spieckerman outlined the goals for future endeavors aimed at continuing this effort in Kittitas County.

There was some group discussion on gleaning efforts in Kittitas County and the work involved in coordinating these efforts.
Minutes

Approval of the November 26, 2013 Board of Health and Public Hearing meeting minutes

**Motion 12-01:** Motion to approve the November 26, 2013 Board of Health and Public Hearing meeting minutes. Paul Jewell moved to approve the November 26, 2013 Board of Health and Public Hearing meeting minutes. Rich Elliott second. All approved. Motion 12-01 carried to approve the November 26, 2013 Board of Health and Public Hearing meeting minutes.

**Introductions and Announcements**

**BOHAC Members**

Candi Blackford reported that at the last BOHAC meeting there was no quorum so there could be no motions for approvals. Mrs. Blackford also updated the following:

- BOHAC is hoping to approve the new bylaws at the January meeting
- Election of new officers at January meeting
- BOHAC members present at December’s meeting created a subcommittee to recruit new BOHAC members and review the attendance of current BOHAC members (meeting will occur before next month’s meeting)

Rich Elliott asked if BOHAC would be interested in looking into the fast food/soda tax as a possible revenue source for public health. The health department will bring this to BOHAC for future discussion.

**Contracts and Amendments**

**MOU between Kittitas County Public Health Department and Putnam Centennial Center**

Kasey Knutson explained that the MOU between Kittitas County Public Health Department and Putnam Centennial Center is in place to establish an agreement to provide premises for the distribution of medical countermeasure materials in a public health emergency.

**Motion 12-02:** Motion to approve the MOU between Kittitas County Public Health Department and Putnam Centennial Center. Paul Jewell moved to approve the MOU between Kittitas County Public Health Department and Putnam Centennial Center. Rich Elliott second. All Approved. Motion 12-02 carried to approve the MOU between Kittitas County Public Health Department and Putnam Centennial Center.

**Interagency Agreement between Tacoma-Pierce County Health Department (TPCHD) and Kittitas County Public Health Department (KCPHD)**

Candi Blackford reviewed this agreement, which is an extension of the 2013 agreement, allowing KCPHD to continue to issue food workers cards using the Tacoma-Pierce County online systems. The agreement also outlines the funding and maintenance of the online version of the Tacoma Pierce County Food Handlers test in Kittitas County.

**Motion 12-03:** Motion to approve the Interagency Agreement between Tacoma-Pierce County Health Department (TPCHD) and Kittitas County Public Health Department (KCPHD). Paul Jewell moved to approve the Interagency Agreement between Tacoma-Pierce County Health Department and Kittitas County Health Department. Gary Beradt second. All approved. Motion 12-03 carried to approve the Interagency Agreement between Tacoma-Pierce County Health Department and Kittitas County Public Health Department.
Cannon Solutions America
Candi Blackford reviewed this agreement and noted it was in place for the lease of the department’s Cannon copy machine. Total lease amount for 48 months is $12,508.47.

**Motion 12-04: Motion to approve the Cannon Solutions America agreement. Paul Jewell moved to approve the Cannon Solutions America agreement. Rich Elliott second. All approved. Motion 12-04 carried to approve the Cannon Solutions America agreement.**

**Department Updates/Issues**

**Administrator Update**
Dr. Larson updated the Board of Health on the following:

Highlights/Funding
- Amy Fuller wrote and received a grant to develop a quality improvement plan. The grant, in the amount of $22,500, is earmarked for QI projects
- Team collaborations resulted in a new Community Transformation Grant through Grant County for workplace wellness and tobacco free campus policy work. The grant is for a total of $30,000 from now until September 2014
- The department is working on an air quality proposal to be presented to the Department of Ecology for an additional $25,000 in funding

Program Updates
- Staff have started using our space at the upper county senior center for Health Benefit Exchange enrollment
- Robin and Kasey are conducting a public health presentation to Leadership of Ellensburg on December 20
- Environmental Health staff met with Ecology Solid Waste staff to review and revise a work plan
- Liz and Robin attended The West Coast Epidemiology conference in Olympia
- Staff practiced emergency storage of vaccines at KVH during a weekend power outage
- Spokane Health District conducted collective impact training for staff in the hopes of furthering community health improvement efforts
- Holly Duncan, Holly Meyers and Erin Moore attended advanced sanitary survey training

**Administrative**
- Department is having its annual archiving day December 20
- Robin and management team have been working on a performance based raise policy and procedures, with input from staff

**Health Officer Update**
Dr. Mark Larson informed the Board of Health that some state level funding is still available for public health and some state funding has disappeared for public health. The Washington State Association of Local Public Health Officials have been discussing the possibility of grouping some services in all counties. This would make it so all counties would have the same basic level services. Dr. Larson noted that this will continue to be an ongoing discussion at future meetings and hopes to include Kittitas County in those discussions.
Business
BOCC Resolution 2013-135 is not 2013-138
Candi Blackford noted that the original BOCC Resolution 2013-135 adopting the 2014 Kittitas County Public Fee Schedule was changed to BOCC Resolution 2013-138.

Other
Rich Elliott asked if there were any public health funds at the local level that could be directed at marijuana intervention and wondered if the county had a plan for future funding mechanisms. This will be an ongoing discussion at a future board meeting.

Commissioner Obie O’Brien asked Liz Whitaker how healthcare enrollment efforts were going at the health department. Mrs. Whitaker replied that the department continues to help those who call or come in but are experiencing website problems.

Meeting adjourned at 11:13 a.m.

Next Board of Health Meeting will be held on January 16, 2014 at 10:00 a.m.

Paul Jewell, Chair of the Board of Health

Robin Read, Administrator,
Kittitas County Public Health

Candi Blackford, Clerk of the Board of Health