KITTITAS COUNTY BOARD OF HEALTH (BOH)  
Meeting Minutes

Thursday, April 17, 2014  
Commissioners’ Auditorium  
10:00 a.m.

Present  
Board of Health (BOH): Gary Berndt, Rich Elliott, Paul Jewell

Board of Health Advisory Committee (BOHAC): Patti Canterbury

Public Health: Candi Blackford, Robin Read, Amy Fuller, Roger Parker, Lisa Morin

Other: Ann Riley, Jerry Pettit

Approval of Agenda
Paul Jewell asked if there were any changes to the meeting agenda. Robin Read noted that there would be no financial update, due to Kaitlyn Reddick’s absence.

Minutes
Approval of the March 20, 2014 Board of Health and Joint Board of Health/Board of County Commissioners Public Hearing meeting minutes as presented

Motion 04-01: Motion to approve the March 20, 2014 Board of Health and Joint Board of Health/Board of County Commissioners Public Hearing meeting minutes as presented. Rich Elliott moved to approve the March 20, 2014 Board of Health and Joint Board of Health/Board of County Commissioners Public Hearing meeting minutes as presented. Gary Berndt second. All approved. Motion 04-01 carried to approve the March 20, 2014 Board of Health and Joint Board of Health/Board of County Commissioners Public Hearing meeting minutes as presented.

Introductions and Announcements
Paul Jewell introduced BOHAC member, Patti Canterbury, and Kittitas County Auditor, Jerry Pettit. Robin Read welcomed KCPhD intern, Roger Parker.

BOHAC Member
Ms. Canterbury reviewed the last BOHAC meeting agenda, giving the following updates:

* No changes to BOHAC membership in the past month
* A “Public Health Champion” award will be given to an individual committed to supporting public health in Kittitas County
* The committee will work with the health department to increase awareness of chronic disease in our community
* The health department reported on the top five strategic initiatives and core values
• The Healthplanfinder update revealed a total of 1,818 Kittitas County adults newly enrolled in Medicaid.

Contracts and Amendments
Central Washington University Food Inspections Agreement
Robin Read reviewed the agreement between Central Washington University and Kittitas County Public Health Department to provide food inspections. The agreement establishes a fee of $80.00 per hour for food safety inspections and training, but not to exceed $3200.00 for the entire term of the agreement.

Motion 04-02: Motion to approve the Central Washington University Food Inspections Agreement. Rich Elliott moved to approve the Central Washington University Food Inspections Agreement. Gary Berndt second. All approved. Motion 04-02 carried to approve the Central Washington University Food Inspections Agreement.

MOU between the Kittitas County Public Health Department and Solid Waste
Ms. Read explained that this MOU between public health and solid waste outlines participation in the “Reducing PM2.5 in Kittitas County” project.

Motion 04-03: Motion to approve the MOU between the Kittitas County Public Health Department and Solid Waste. Rich Elliott moved to approve the MOU between Kittitas County Public Health Department and Solid Waste. Gary Berndt second. All approved. Motion 04-03 carried to approve the MOU between the Kittitas County Public Health Department and Solid Waste.

The Professional Services Agreement between Kittitas County and HopeSource
This agreement provides assistance to public health in developing an air quality assessment survey.

Motion 04-04: Motion to approve the Professional Services Agreement between Kittitas County and HopeSource. Rich Elliott moved to approve the Professional Services Agreement between Kittitas County and HopeSource. Gary Berndt second. All approved. Motion 04-04 carried to approve the Professional Services Agreement between Kittitas County and HopeSource.

Joint Plan of Responsibility-Interagency Agreement between State of Washington Department of Health and Kittitas County Public Health Department- regulation of water systems in Kittitas County
Robin Read explained that this agreement delineates the responsibilities of DOH and KCPHD and now has a contract number.


Department Updates/Issues
Administrator Update
Robin Read reviewed the department updates for the previous month:

Staffing
• Conducting interviews for the DD coordinator position- one great candidate so far
• Our spring intern, Roger Parker, is working on marijuana prevention, EH archiving, and various trainings

Highlights/Accomplishments
• Erin Moore participated in a two day LEAN training in preparation for a four day kaizen event—both of which are in effort to improve the building permit process
• Staff members attended records management training
• Medicaid expansion surpassed the state target with 1,818 new adults enrolled in Kittitas County
• Following a bomb threat at the Morris Sorenson Building, evacuation procedures are being evaluated and improved

Program Updates
• CHS staff participated in the CWU Health Fair, administering 24 vaccinations to 7 students
• CHS staff also worked hard to distribute free Twinrix vaccine before its expiration date—49 doses were administered at the jail, food bank, syringe exchange, and health department during the month of March
• EH staff are following up on a septic complaint at Pine Loch Sun that originated in 2008—a health order has been issued and the property owner is currently cooperating

Leadership Update
• Three goal areas have been identified for our Quality Improvement (QI) Plan: Customer Service, QI Projects, and QI Culture
• Working on evaluations from BOHAC, BOH, and KCPHD to track how things are going

Business
Proposed Water Regulations
Robin Read distributed handouts and discussed where we currently stand on the proposed water regulations. Phase I, or the 18-month Interim Measures period, will commence on June 2nd. During this time, mitigation will be required for all new uses of ground water. Paul Jewell added that the county has secured leased water rights from the City of Roslyn. This will provide a leased water option for new uses from Elk Heights and eastward. Phase II, or the Permanent Measures phase, will replace Phase I at the conclusion of the 18 months. Mitigation will continue to be required, along with metering and monitoring. Mr. Jewell noted that the county does not have a process for mitigating water for the production of marijuana. Currently, marijuana would be permitted as an industrial product, not agricultural.

Marijuana Prevention Proposal
Robin Read reported that KCPHD, in conjunction with the Law & Justice Council and Ann Riley of the Kittitas County Community Network, is working to develop a marijuana prevention program. With the very recent legalization of marijuana, there are very few programs available for use as a model and funding for education/prevention still remains to be seen. Despite the unknowns, the group agreed that it’s best to be proactive rather than reactive. The following were identified as important to marijuana education/prevention:
• Use the TATU model to educate public on dangers of marijuana use
• Provide information to prevent accidental ingestion of marijuana infused products
• Educate the community about marijuana laws
• Prevent sale of marijuana to youth
• Work with healthcare providers to implement routine screening

Rich Elliott voiced concern over developing a program before the impact of legalization is realized. Ms. Read responded that there are some indicators already available to help guide program development. Jerry Pettit added that the Law and Justice Council may have funds to help start a program. Ms. Read also suggested presenting the proposal to Rotary Club for possible financial contributions.

Strategic Plan Update
Ms. Read shared a handout complete with graphs illustrating the Strategic Goal Prioritization outcomes. The group was able to visually see BOH and BOHAC results compared side by side and combined. These results indicate that the top three strategic goals are:
- To increase sustainability and stability of public health funding
- To implement an ongoing, sustainable system and culture of Quality Improvement and Performance Management
- To increase community partnerships and strengthen KCPHD community presence by raising awareness of Public Health

Robin also shared the results of the core values exercise that the staff of KCPHD participated in at the All Staff Retreat in March.

**Workplace Wellness Assessment Presentation**

Amy Fuller gave a PowerPoint presentation of the Workplace Wellness project. She presented the project’s timeline, funding source, details about Kittitas County employee demographics, and the cost of poor health, focusing specifically on the high cost of depression and obesity. Ms. Fuller ended the presentation with ideas for workplace wellness policies and activities.

Motion to adjourn the BOH meeting at 11:38 a.m.

**Motion 04-06: Motion to adjourn the BOH meeting. Rich Elliott moved to adjourn the BOH meeting. Gary Berndt second. All approved. Motion 04-06 carried to adjourn the BOH meeting.**

**Next Board of Health Meeting will be held on May 15, 2014 at 10:00 a.m. in the Commissioners’ Auditorium**

---

Paul Jewell, Chair of the Board of Health

Robin Read, Administrator, Kittitas County Public Health

Lisa Morin, Clerk of the Board of Health