KITTITAS COUNTY BOARD OF HEALTH (BOH)
Meeting Minutes

Thursday, March 19, 2015
Commissioners’ Auditorium
10:00 a.m.

Present
Board of Health (BOH): John Asriel, M.D., Gary Berndt, Rich Elliott, Obie O’Brien

Board of Health Advisory Committee (BOHAC): Carin Thomas

Kittitas County Public Health Department (KCPHD): Kasey Knutson, Mark Larson, M.D., Holly Myers, Robin Read, Kaitlyn Reddick, Liz Whitaker, Daniel Hinz, Lisa Morin

Gary Berndt called the meeting to order at 10:02 a.m.

Minutes
Commissioner Berndt asked for a motion to approve the February 20, 2015 Board of Health meeting minutes as presented.

Motion 03-01: Motion to approve the February 20, 2015 meeting minutes as presented. Rich Elliott moved to approve the February 20, 2015 meeting minutes as presented. Obie O’Brien second. All approved. Motion 03-01 carried to approve the February 20, 2015 meeting minutes as presented.

Introductions and Announcements
BOHAC Member
Carin Thomas introduced herself to the board and presented the following BOHAC update:
- The recipient of the first Kittitas County Public Health Champion Award has been selected; of the seven people/organizations nominated, the winner was chosen due to the broad impact they have on the health of the community.
- BOHAC membership has increased and attendance has been stable.
- Ann Riley of Kittitas County Community Network & Coalition gave a presentation on the organization’s efforts to create a drug-free community.
- A committee was formed to provide feedback on the development of the Water Metering Program.
Congratulations were offered to KCPHD for becoming a finalist for a Robert Wood Johnson Foundation grant aimed at improving health in the community; 200 applications received, but only 57 finalists offered interviews in April.

**Department Updates/Issues**

**Administrator Update**

Robin Read provided the following department update:

**Staffing**

- Ms. Read introduced Daniel Hinz, an Air Quality Specialist hired temporarily to assist with the 2015 assessment.
- Amy Kocher will transition from the Developmental Disability (DD) program to a Community Health (CH) position on March 30th.
- Zach Vavricka will leave his position at Elmview and join the department as a CH Specialist on April 6th.
- Interviews for the open Environmental Health (EH) position have been conducted; one candidate withdrew his application, but a background check is being performed for another potential EH Specialist.
- Jennifer Wilson’s hours will increase to 24 per week while Tiffany Beardsley is on maternity leave.
- The DD Coordinator position vacated by Amy Kocher has been posted.

**Program updates**

- The Board of County Commissioners (BOCC) approved the scheduling of a public hearing to present the Water Quantity Advisory Committee’s proposed county water bank packages.
- The Accreditation Support Team (AST) is working steadily at reviewing standards and documentation required for national accreditation.
- With the help of the sheriff’s office, the unauthorized occupants of a home under a health order were removed; staff members continue to work with the homeowner on clean-up of the property.
- Community Health staff will conduct a Tdap clinic at the Kittitas School District on April 22nd.
- Skylar Griessel completed ten key informant interviews regarding drug use/syringe exchange in Upper County; her report will be available in April.

**Administration update**

- The indirect cost allocation plan was approved, increasing the department’s rate from 28.5% to 29%.
- Several new sources of funding have materialized including: $18,500 for increasing access to healthy foods, $17,500 for establishing an e-cigarette policy/smoke-free workplace/CANS assessments, and $15,228.43 for in-person assister events, outreach, and enrollment.
- A KCPHD Personal Appearance Policy has been updated and finalized.
- An attempted break-in occurred on March 3rd; nothing was taken or disturbed, but three windows were broken and the front door damaged.
- The Morris Sorenson Emergency Committee met (prior to the break-in attempt) to discuss plans for emergency drills and improving communication between the building’s occupants.
Financial update
Kaitlyn Reddick reviewed the January & February 2015 Financial Report:

- EH revenue hit a 5-year high in January, most likely due to the mild winter and income from water mitigation certificates.
- The first flexible funds payment was received in February, with another due in July.
- The department is right where it should be regarding anticipated funding and expenses.
- A comparison of January/February 2014 with January/February 2015 shows public health revenue to be about the same as it was at this time last year.

Business
KCPHD 2015-2019 Strategic Plan
Robin Read distributed the KCPHD 2015-2019 Strategic Plan. She informed the group that the document is still in the “draft stage”, and the department is seeking general feedback on content and strategic initiatives. She also stated the plan is mainly an internal guide to help KCPHD stay on track with goals and objectives. Ms. Read reviewed the content of the plan and invited questions and comments. Gary Berndt wondered who would be doing what and by when? Robin Read responded that the department is currently working with IT to set up a system on CAMAS to track who is responsible for specific tasks and to establish a timeline.

Health Officer Update
Dr. Mark Larson informed the board of the status of current legislation pertaining to public health. A bill to remove the personal-belief exemption from childhood school immunizations died in the House. California continues to work on a bill that would remove the personal or philosophical belief allowance. Another bill currently in process would place tougher restrictions on e-cigarettes. Governor Inslee is backing legislation that would increase the minimum age for purchasing tobacco products and institute a tax on vapor products. Much is still unknown about nicotine’s effect on the adolescent brain, but research is underway. According to Dr. Larson, the state retains credibility by waiting for the results of the study, but may find themselves “behind the eight ball” by waiting too long.

Medical Reserve Corps Presentation
Kasey Knutson began the presentation with a brief background of the Medical Reserve Corps (MRC). The organization was formed in response to 9/11. Citizens wanted to volunteer to assist with response efforts, but there was no way to check their credentials and qualifications. The MRC formalizes the process by conducting background checks, ensuring credentials are up-to-date, and providing training opportunities to volunteers. The mission of the Kittitas County MRC is to prepare for and respond to public health emergencies through complementary activities that support existing emergency and health systems. In the past, the MRC has participated in the KCPHD flu shot clinic, on-site school vaccination clinics, and communicable disease response (pertussis, H1N1). Recently, the local MRC chapter received a National Association of County and City Health Officials (NACCHO) capacity grant of $5,000 to recruit and train volunteers and purchase needed supplies. Ms. Knutson welcomed questions at the end of the presentation.
Other:
Robin Read presented a resolution that will ask the BOCC to recognize April 6-12 as National Public Health Week. Obie O’Brien asked what kind of activities might be planned for the week. Ms. Read responded that the department will sponsor an informational table in the courthouse, send out a press release, and possibly do some sort of community activity.

Dr. Larson received the Dr. John Anderson Memorial Award for Outstanding Rural Health Practitioner. The recipient of this award has demonstrated leadership skills and provided quality healthcare services to a rural community.

Holly Myers gave a short update on the Millpond Manor septic spill into Wilson Creek. The spill received a great response from the owners of the park and clean-up is currently underway. Additional testing of the creek may be necessary as temperatures warm.

Meeting adjourned at 11:46 a.m.

Next Board of Health Meeting will be held on April 16, 2015 at 10:00 a.m.

Lisa Morin, Kittitas County Public Health