

**KITTITAS COUNTY BOARD OF HEALTH (BOH)
Meeting Minutes
October 27, 2022
Commissioners' Auditorium and WebEx
10:00am**

Present

Board of Health (BOH): Brett Wachsmith, Cory Wright, Dede Utley, James Donaldson

Absent: Laura Osiadacz, Dr. John Asriel

Public Health: Katie Odiaga, Chelsey Loeffers, Jesse Cox, Erin Moore, Candi Blackford, Lianne Bradshaw, Melissa Schumaier

Meeting called to order at 10:01am

Introductions

Introductions were made.

Approval of Minutes

Motion to approve the September 15, 2022, Board of Health meeting minutes as presented.

Motion 10-01: Motion to approve the September 15, 2022, Board of Health meeting minutes as presented. Brett Wachsmith moved to approve the September 15, 2022, Board of Health meeting minutes as presented. James Donaldson second. All approved. Motion 10-01 carried to approve the September 15, 2022, Board of Health meeting minutes as presented.

Public Comment Open
Public Comment Closed

Department Updates

Administrative Officer/Director Update

Staff Updates:

- Marie Betts has resigned. Her last day with the department was October 21, 2022. The department will miss her.
- The department will be receiving some additional funds from the Foundation of Public Health Services. The department plans to utilize these funds and re-evaluate the vacant position.
- Mrs. Loeffers is working on Mental Health Coordinator and EPI job descriptions.
- The flu and COVID clinic on Friday 10/21/2022 was a success. Staff and volunteers administered 389 vaccines. Volunteers from Kittitas Valley Hospital, Community Health of Central Washington, Kittitas Valley Fire and Rescue, Paramedic Students from Central Washington University, and Search and Rescue participated in the clinic and helped make it a success. Mrs. Loeffers noted that Kate Johnson will do a more in depth review next month.
- Four public health staff attended the Washington State Public Health conference in Wenatchee.
- Dr. Larson and Kasey Knutson recently presented to Leadership of Kittitas County.

Program Updates

- KCPHD has almost completed the four assessments that are part of the Community Health Assessment (CHA).
- The Health Promotions Team has recently been highlighted by the CDC for the work with the Local Strategies for Physical Activity and Nutrition (LSPAN) Grant.

Upcoming Agenda

- Budget update with any recommend changes from today's presentation.
- Review of fee policy.
- Request December public hearing for fee schedule approval.
- Request office closure for archiving day.

Health Officer Update

No update this month.

Other Business

2023 Budget Presentation

Mrs. Loeffers presented the 2023 draft budget to the board for feedback before presenting it during the public hearing in December.

- 2023 Budget Narrative that currently includes a 25% Health Benefit Increase instead of the actual 35% increase. Future budget updates will reflect the new increase.
- Department Organizational Chart to include an increase to .8 for Quality Improvement positions, a full-time Mental Health Coordinator, and full-time Epi position. Possible funding coming for an Emergency Coordinator position in the future.
- 2023 Budget Details
- Anticipated Expenditures
- 2023 Budget Supplies
- 2023 Professional Services and Contracts
- 2023 Admissions Tax
- Fund Balance
- Kittitas County Public Health 2023 Core Services Report
- Core Services Report: Mandated/Non-Mandated
- Core Services Report; Additional Important Services

Commissioner Wright commented on the organization chart and that the director has eleven direct reports, but only four divisions. Ms. Loeffers noted that eventually in 2024 she would like to have a position that the coordinators would report to.

2023 Environmental Health Fee Presentations

Mrs. Loeffers presented the following:

- Environmental Health Fees: 2022 vs 2023 Comparisons
- Timeline for 2023 Fee Changes

There was discussion about decrease in fees presented. Commissioner Wright discussed concerns about decreasing fees due to special funding that is not guaranteed in the future. There was discussion about how FPHS funding helped decreased fees but was not directly included in fee calculations. The board expressed concern about doing a onetime decrease to only have to increase fees in the future when/if funding goes away. Commissioner Wright asked to have the fee policy sent to him as did other members. Commissioner Wright would like to meet with Mrs. Loeffers to discuss this policy. It was also recommended to adjust the fees next month with a 5% decrease instead.

Environmental Health Generalist Model Overview

Jesse Cox gave an overview of Environmental Health generalist model. Most Environmental Health Divisions are experiencing low morale and trying to figure out how to increase morale. Mr. Cox informed the board that most general time span for an EH Specialist is 1-5 years and constant turnover. In the hopes of alleviating constant turnover and training costs during COVID EH developed a generalist model. Currently all staff are trained to do all

Environmental Health programs (On Site Sewage, Solid Waste, Drinking Water, Food Safety, and Living Environment. Melissa Schumaier spoke about the benefits of being trained in all programs and the different perspectives each person contributes.

The board also recognized the important work that food inspectors do to keep the public safe and would like to have a proclamation written and presented at a future Board of Health meeting.

Board of Health Member Updates

Cory Wright noted on November 2, 2022, at 1:30pm at Melvin R Sampson Coho Facility there will be a Back Mitigation Celebration. Dr. Mark Larson and Erin Moore have been invited.

Brett Wachsmith noted that on November 7th the 1/10 of 1% Advisory Committee will be appointed.

Dede Uteley noted that on November 2, 2022, she will be attending an Emergency Responder meeting in Seattle.

Meeting concluded at 11:37 am



Cory Wright, Commissioner



Chelsey Loeffers, Director
Kittitas County Public Health



Candi Blackford, Clerk of the Board of Health