



To Protect and Promote the Health and the Environment of the People of Kittitas County

## KITTITAS COUNTY BOARD OF HEALTH

### Minutes

**March 19, 2009**

**Commissioners' Auditorium**

**10:00am**

**PRESENT:** **Board Members:** Mark McClain, Paul Jewell, Alan Crankovich and Rich Elliott, Don Solberg MD

**Kittitas County Public Health Department Staff:** Cathy Bambrick, Candi Blackford, Amy Diaz, Robin Read-Ochoa, Mark Larson MD, Amber Simon, Kodi Still

*Chairman Alan Crankovich called the meeting to order at 10:00 a.m.*

**BOH Member Appointment:** This agenda item was moved up on the itinerary. A letter was presented to Alan Crankovich by Leslie Berry, a representative of Board of Health Advisory Committee. The letter was read which included emphasis on the 4 qualified applicants for the vacant BOH position which were all interviewed. The applicants were: Don Solberg MD, Christie Waddington, Carin Thomas-Bradley, and Bob Davis. At this time the BOHAC recommendation was to reappoint Don Solberg MD.

**Motion 03-01: Motion to approve the reappointment of Don Solberg MD to the Board of Health Community Member position. Mark McClain moved to approve the reappointment of Don Solberg MD to the Board of Health position. Rich Elliott second. All Approved. Motion carried to reappoint Don Solberg MD to the Board of Health.**

It was also noted by Mark McClain that either the Public Health Administrator or BOHAC representative thank the other representatives and encourage them to be a part of BOHAC.

### **Minutes:**

**Motion 03-02: Motion to approve February 26, 2009 BOH minutes. Mark McClain moved to approve the February 26, 2009 BOH minutes. Paul Jewell second. All approved. Motion carried to approve the February 26, 2009 minutes.**

**Introductions and Announcements:** BOHAC representative, Leslie Berry, introduced herself and went over briefly the West Nile Virus Emergency Response Plan and stated the BOHAC members are in support of the plan.

**Contracts and Amendments:**

**Yakima Health District Amendment #4 (HIV):** Ms. Bambrick reviewed the contract with the BOH members and noted that it had already been approved by the Board of County Commissioners at the previous Agenda Session due to time constraints. The contract is to extend the previous contract to June 30, 2009. The contract deliverable are for HIV case management and testing services for up to \$15,000.

**Motion 03-03: Motion to approve the Yakima Health District Amendment #4 (HIV). Commissioner Paul Jewell moved to approve the Yakima Health District Amendment #4 (HIV). Rich Elliot second. All approved. Motion carried to approve the Yakima Health District Amendment #4 (HIV).**

**State of Washington Department of Ecology and Kittitas County Public Health Department- Well Delegation Contract:** Ms. Bambrick reviewed the contract and noted that it had already been approved by the Board of County Commissioners at previous Agenda Session due to time constraints. The contract period is from July 1, 2008 – June 30, 2009 and allows the Kittitas County Health Department to administer and enforce the sealing and tagging of wells. The Health Department receives approximately \$30,000 to provide this work. Ms. Bambrick also noted that the resolution is attached for the chairs signature to authorize the administrator's signature.

**Motion 03-04: Motion to approve the State of Washington Department of Ecology and Kittitas County Public Health Department- Well Delegation Contract. Paul Jewell moved to approve the State of Washington and Kittitas County Public Health Department- Well Delegation contract. Rich Elliott second. All approved. Motion carried to approve the State of Washington and Kittitas County Public Health Department -Well Delegation contract.**

**Community Health of Central Washington: Children with Special Health Care Needs:** Struck- Contract has not been received back from authorization process.

**Washington Consolidated Contract Amendment #13:** Struck- Contract has not been received back from authorization process.

**Washington Consolidated Contract Amendment #14:** Struck – Contract has not been received back from authorization process.

**Health Officer Update:** Dr. Larson provided a pertussis outbreak update. He also discussed a county death which included a 13 week old infant who became sick and passed away on March 9, 2009. Dr Larson noted that after discussion with the CDC they made the decision to code it as influenza. This information will go to the CDC this afternoon and will be placed on the website the first part of the week and from there it will go to the press. The case is reported by the State Department of Health and reporters may then contact the county. Dr. Larson informed the BOH members that questions may arise from this case and that there is an ongoing investigation to pinpoint the full cause of the death.

**Administrator's Report:** Ms. Bambrick reviewed the Administrator's Report which included the work the health department during the previous month. She discussed the pertussis outbreak in which our county had received its first confirmed case on February 10, 2009 and the second case on February 25, 2009. There were over 90 contacts associated with the first positive and in February over 200 contacts. Ms. Bambrick stated that all Public Health Administrators from Washington State were in Olympia to meet with legislators to discuss maintaining funding for Public Health Departments. She provided the legislators information on the budget reductions experienced in 2008 which included a 36% decrease in staffing levels for Kittitas County Public Health Department. She also noted that Commissioner McClain was in Olympia the same day and arranged a meeting with the legislators to discuss the Permanent Rule for exempt wells in Kittitas County.  
Ms Bambrick informed the BOH members that on February 13, 2009 the Health Department

Management Team held a half day retreat to revise our goals for 2009 to include the following:

- Creating division plans that summarize all the program level work plans (SMARTOs) which will tie the budget directly to the plan. This step will address one of the areas identified as needing improvement during the Washington State Standards Review conducted in 2008.
- Continue working with the Auditor's office to improve financial reporting systems; conduct monthly meetings with managers to review grant expenditures; develop an indirect cost allocation plan. Amber Simon added that the cost allocation plan should be back to her from the Auditor's office by the time she gets back into the office.
- Work to develop a future technology plan to become an 'almost' paperless department.
- Spend more time in the community presenting and advocating for public health work and building collaborative partnerships.
- Development of county code for isolation and quarantine, on-site sewage and code enforcement.

Ms Bambrick discussed the All Staff retreat which was a success. The department participated in a practice emergency response table top activity. Special thanks was given to Rich Elliott and Brenda Larson for developing and presenting the table top activity. Also discussed at the All Staff retreat was the budget, diversity training and overview of the Environmental Health department.

#### **BUSINESS:**

**West Nile Virus Emergency Response Plan- Cost Analysis Update:** Kodi Still informed the Board of Health members that Noxious Weed is ready to help with larvaciding. They have the equipment (sprayers, boats, permits) to provide this service and they are willing to help. The health department is using Benton Franklin County Mosquito Control District (BFCMCD) cost analysis which estimates a cost of 1.65 per pound for the granules which averages about \$4600 per square mile. BFCMCD recommends the focus on larvaciding be concentrated on areas of higher population density, rather than reaching areas that are in a remote location. Ms Bambrick noted that larvaciding would cost approximately \$4600 for the supplies. With staff time included it would cost approximately \$10,000. Don Solberg MD questioned the best time to apply larvacide when considering the impact of early application on late summer activity. Ms. Bambrick that larvaciding in early spring would kill the the larva that are potentially carrying WNV eliminating a new generation of adult mosquitoes carrying the virus. . She also mentioned that any adult mosquitos would not be affected by the larvacide. The health department would have to spray to kill the adult mosquitoes. There was discussion on the mosquito's life span and how they can live through the winter by remaining dormant. The Board of Health members requested that larvaciding be completed two times this year to reduce the chance of getting positive West Nile Virus cases in the county. There was also discussion on having the Health Department provide educational materials to the community prior to larvaciding which should also include information that the larvacide application does not protect the back county hikers and higher lake areas.

**Motion 03-05: Motion to approve up to 2 applications of larvacide under the health directors direction and conditions. Commissioner Mark McClain moved to authorize up to 2 applications of larvacide under the health directors direction and conditions. Rich Elliott second. All approved. Motion carried to approve up to 2 applications of larvacide under the health directors direction and conditions.**

**Emergency Response-Pertussis Update:** Linda Navarre, Public Health Nurse provided an update about the pertussis outbreak which included the 24 current number of confirmed cases. This includes lab confirmed and EPI (Close contact) linked. There were 194 negative pertussis tests and 660 contacts to date. There was discussion on how long it took to contact and interview each individual contact which included the process of

obtaining the contact phone numbers/information. The health department will provide an after action report which will include a review of the information gathered to determine the age group affected, immunization status of positive cases, what we could do to improve our information tracking for next time and how to effectively communicate with the local physician's offices and the hospital.

Linda also provided an update on the influenza cases in the county which is currently increasing.

Approximately 70 people were tested last week and 7 were influenza A and 11 were influenza B positive.

**Financial Update:** Amber Simon noted that the indirect cost allocation plan was already discussed and the grant accountability statements have been turned into the Auditor's office. T2008 accruals will be posted by the Auditor's Office today or tomorrow however the report was completed without them. Currently 2008 budget is done. She informed the BOH members that the Health Department had kicked off the cost saving budget plan. There are three teams and this week the teams came up with 69 cost saving ideas that will go through the following process:

- Complete a feasibility analysis with the 69 ideas
- Complete a cost analysis
- Prioritize the ideas
- Work on implementing the ideas

Some of the ideas presented at the meeting included accepting credit cards, billing insurance companies for our clinic, lowering rent, replacing the old windows with new energy efficient windows, applying for grants and sharing staff in different programs/departments. The Board of Health members requested that Amber forward a copy of our cost saving plan/ideas and would like Ms Bambrick to present this to Management team.

**Quarterly Report:** Ms Bambrick presented the annual report for the health department . This report includes all data for 2008.

Ms. Bambrick mentioned that NACCHO has invited the Health Department to visit Washington DC to present our electronic medical records project April 22<sup>nd</sup> and 23<sup>rd</sup>. We will also present ideas on how we would use additional fund if available.

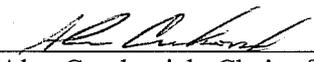
Rich Elliott presented the Kittitas County large regional mass casualty incident of hazardous materials which will occur the week of June 5-7<sup>th</sup>, 2009. He is anticipating over 200 National Guard personnel in town. This will be at the Fairgrounds with a small portion taking place at KVCH. In addition the Red Cross will be bringing in 100 regional personnel to run a long term shelter. There will be 70 actual patients participating on Saturday June 6<sup>th</sup> from 12:00-3:00 PM.

Don Solberg MD wanted to recognize the Health Department for communication with the physician's office through out the pertussis outbreak. It was as good as it has been in his experience and he felt it went well. The updates given were good to have and given almost daily which helped in the office.

Don Solberg MD also thanked the Board members for reappointing him to the Board of Health.

Meeting Adjourned at 11:03am

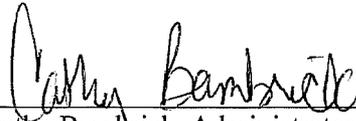
Next Board of Health meeting is April 19, 2009 at 10:00 am in the Commissioners' Auditorium

  
Alan Crankovich, Chair of the Board of Health



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Candi Blackford, Clerk of the Board of Health



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Cathy Bambrick, Administrator  
Kittitas County Public Health Department