



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

**KITTITAS COUNTY BOARD OF HEALTH (BOH)
Meeting Minutes
Wednesday, November 13, 2019
Commissioners' Auditorium
2:00 pm**

Present

Board of Health (BOH): Laura Osiadacz, Brett Wachsmith, Rich Elliott, John Asriel M.D.

Absent: Cory Wright

Board of Health Advisory Committee (BOHAC): Andrew Lyons, Kate Doughty

Public Health: Tristen Lamb, Katie Odiaga, Candi Blackford, Chelsey Loeffers, Amy Fuller, Lianne Bradshaw, Dr. Mark Larson.

Meeting called to order at 02:02 pm

Introductions

Introductions were completed.

Minutes

Motion to approve the October 17, 2019 Board of Health meeting minutes.

Motion 11-01: Motion to approve the October 17, 2019 Board of Health meeting minutes as presented. Rich Elliot moved to approve the October 17, 2019 Board of Health meeting minutes as presented. John Asriel second. All approved. Motion 11-01 carried to approve the October 17, 2019 Board of Health meeting minutes as presented.

Public Comment

Public Comment open at 02:03 pm.

Public Comment closed at 02:03 pm.

BOHAC Update

Andrew Lyons, BOHAC Chair, stepped to the microphone to present a letter of support written on behalf of BOHAC addressed to the board. This purpose of the letter was to advocate providing KCPHD with more dedicated funding from the current admissions tax. Mr. Lyons gave a brief history of BOHAC and the creation of the admissions tax, and its original purpose to provide stable funding for public health. There was discussion regarding the distribution of funds from the admissions tax.

APPROVED

1/7/2020

Department updates

Administrator update

Tristen Lamb stepped to the microphone to give the administrator update. Ms. Lamb updated the board on the following items:

- Contracts and amendments
 - Resolution coming through to give the Public Health administrator signatory authority for approval of contracts with a value of \$25,000 or less.
 - This would reduce the amount of contracts coming through the BOCC by approximately 20 per year.
 - Developmental Disabilities contracts would still always come through the BOCC for signature and approval as these are county agreements.
 - A budget amendment request is also in process for approval.
- Staff Updates
 - Joyous Van Meter, the new Regional Epidemiologist, will be at KCPHD every Thursday.
- Department Updates
 - The annual drive thru flu clinic took place on October 25th.
 - 26% of respondents heard about the flu clinic from the new KCPHD Facebook page.
 - There is a class-action lawsuit being filed in King County against JUUL, and KCPHD may participate in this lawsuit.
 - More information was requested by the board prior to making a decision as to participate in the lawsuit or not participate.

Health Officer Update

Dr. Mark Larson stepped to the microphone and gave a brief update about vaping-related lung injuries. A most recent finding showed the vitamin e acetate was present in the lungs of all those who were ill, and the liquor control board will be removing this as an acceptable additive. He also noted that the first double lung transplant due to vaping-related lung injury took place in a 17 year old. There was discussion regarding the safety differences of smoking vs vaping, and the repercussions if the state implements a full on ban of vaping vs restrictions.

Financial Update

Tristen Lamb presented the financial update through 3rd quarter, noting that the department is on track for revenue, and above expected on expenditures. Ms. Lamb noted that this financial update did not include the proposed budget amendment, nor the numbers from food permit revenue, which is primarily received in October. Commissioner Osiadacz commended Ms. Lamb and the department for their work on the budget.

Business

Office Closure Requests

Motion to approve KCPHD office closures on December 13, 2019 for archiving day, and January 31, 2020 for department training. The department will seek BOCC approval next week.

Motion 11-02: Motion to approve KCPHD office closures on December 13, 2019 for archiving day, and January 31, 2020 for department training. Rich Elliot moved to approve KCPHD office closures on December 13, 2019 for archiving day, and January 31, 2020 for department training. John Asriel second. All approved. Motion 11-02 carried to approve KCPHD office closures on December 13, 2019 for archiving day, and January 31, 2020 for department training.

2020 Budget Update and Fee Comparisons

Tristen Lamb reviewed the following items as part of the 2020 Budget Update:

- “The Gap” and what it could mean in the future of the department.
- The personnel organization chart, and updates on staffing and positions.
- Public Health core services report, and preliminary budget scenarios.
- Reviewed the proposed 2020 fee schedule, with the proposed implication of the wage survey per the direction of the board.
- Reviewed options for living environment fees with 100% cost recovery, and discussed options and the effects of possible subsidizing.
 - The board recommended continuing to plan for 100% cost recovery for those fees.

Request for joint BOCC/BOH Public Hearing for 2020 Kittitas County Public Health Fee Schedule Approval

Tristen Lamb asked the board for approval for a joint BOCC/BOH public hearing to approve the 2020 Kittitas County Public Health Fee Schedule.

Motion to approve request for joint BOCC/BOH public hearing on Thursday December 19, 2019 to approve the 2020 Kittitas County Public Health Fee Schedule.

Motion 11-03: Motion to approve request for joint BOCC/BOH public hearing on Thursday December 19, 2019 to approve the 2020 Kittitas County Public Health Fee Schedule. Laura Osiadacz moved to approve the request for joint BOCC/BOH public hearing on Thursday December 19, 2019 to approve the 2020 Kittitas County Public Health Fee Schedule. John Asriel second. All approved. Motion 11-03 carried to approve request for joint BOCC/BOH public hearing on Thursday December 19, 2019 to approve the 2020 Kittitas County Public Health Fee Schedule.

2020-2024 Strategic Planning

Amy Fuller gave a presentation about the KCPHD 2020-2024 strategic plan. Information presented included why the department has a strategic plan, the history of the strategic plan, and future plans for the department. Ms. Fuller also presented an activity for the board, the goal of which was to help determine what the board thinks the department should prioritize in terms of which department strategies should be done, now, next, later or never.

Other:

No Additional Business

Meeting adjourned at 3:55 pm



Brett Wachsmith, Vice-Chair of the Board of Health



Tristen Lamb, Administrator
Kittitas County Public Health

A handwritten signature in black ink, appearing to read 'Katie Odiaga', written over a horizontal line.

Katie Odiaga, Clerk of the Board of Health