

KITTITAS COUNTY BOARD OF HEALTH (BOH)  
Meeting Minutes  
September 21, 2023  
Commissioners' Auditorium  
10:00am

**Present**

**Board of Health (BOH):** Brett Wachsmith, Dede Utley, James Donaldson, Laura Osiadacz

**Absent:** Cory Wright

**Public Health:** Candi Blackford, Jesse Cox, Chelsey Loeffers, Cambron Walker, Kate Johnson, Audi Martinez, Clay Parrot, Timothy Paxton, Maggie Amoth, Nea Alfaro, Dora Beukelman,

*Meeting called to order at 10:00 am*

**Approval of Minutes**

Motion to approve the August 17, 20203, Board of Health meeting minutes as presented.

**Motion 09.01:** Motion to approve the August 17, 2023, Board of Health meeting minutes as presented. Brett Wachsmith moved to approve the August 17, 2023, Board of Health meeting minutes as presented. Laura Osiadacz second. All approved. Motion 09-01 carried to approve the August 17, 2023, Board of Health meeting minutes as presented.

Public comment open at 10:00 am

Public comment done at 10:00 am

**Department Updates**

**Director/Administrative Officer Report**

Chelsey Loeffers reported on the following:

**Staffing Updates**

- Timothy Paxton, Veteran Service Officer for Kittitas County, introduced himself.
- Clay Parrot, an Environmental Health Specialist started about a month ago, introduced himself.
- CICT specialist Bella Colasurdo's last day 9/14.

**Departmental Updates**

- Flu and COVID-19 clinic October 25<sup>th</sup>, outreach materials out soon, please share. Kelly is doing a great job.
- Org assessment moving forward – staff completed survey and individual in person interviews, the consultant will schedule virtual interviews for missed staff, and additional follow up.
- Leadership development with regional partners starting in October.
- Two applicants for the BOH position.

**COVID-19 Updates (Dr. Larson is out)**

- 3 active outbreaks at long term care facilities. The communicable disease team is managing.
- The department receives daily reports from Kittitas Valley Healthcare and Kittitas Valley Urgent Care. The positive result rate is increasing.

APPROVED

11-7-2023

- Working with daycare on infection prevention guidance and helping facilities access test supplies.
- Dr. Larson and Kate Johnson are working to build relationships with new superintendents across the county and do what we can to keep kids in school.

#### Program Updates

- 3 overdoses in one day initiated a press release in Kittitas County. The Communicable Disease and Environmental Health division staff went into the field distributing Narcan and providing outreach to high-risk populations.
- Bulldog Day! We vaccinated 36 kiddos and gave a total of 59 vaccines. 33 Tdap, 11 meningococcal, 15 HPV. This was in partnership with Community Health of Central Washington.
- The breastfeeding room at the Fair received lots of positive feedback, including a parent saying it was the best of the three fairs her family had been to, and should be used as an example for other communities.

#### 1/10<sup>th</sup> Update

- The RFP closes on October 9<sup>th</sup> and we have not received any applications or inquiries yet. If people want to help share the information that would be great. Information is located on our Facebook page as well as the 1/10<sup>th</sup> committee page.
- Scheduled to bring Advisory Board recommendations at the November BOH.

#### NEXT MEETING - October

- Q3 finance report.
- Core services report review.
- BOHAC recommendations for new member, member appointment.

#### Health Officer Report

No Health Officer report this month. Dr. Larson is out of town.

#### Veteran Services Program Update

Candi Blackford updated the board on the following for the Veteran Services Program:

- Timothy Paxton completed his Veteran Service Officer (VSO) training and passed his test. He is now certified and will begin training with the state Washington Department of Veterans trainer this next week.
- The State VSO position looks like it will be posted within the next couple of weeks, and they have asked for Mr. Paxton and Candi to be on the interview board.
- Most of the volunteers are now through the county process.
- Working with IT for a solution to the internet issues. The veteran offices are needing a new switch be installed or have permanent wiring installed for internet usage. IT is working on budget estimates and will bring to the commissioners.
- Mr. Paxton has been reaching out to veteran stakeholders and will be planning a meeting to gather information on how each one can assist veterans in their times of need.

#### Youth Tobacco and Marijuana Prevention Program Presentation

Nea Alfaro and Maggie Amoth gave the following presentation on Youth Smoking and Vaping Quit Kits. The presentation included information on the following:

- Why is smoking and vaping cessation important?
- Vaping updates in Kittitas County.
- Updated the funding for the program and future of the program.
- Informed the board what is provided in the quit kit for youth.
- Data on distribution of kits to school districts in Kittitas County.

Mrs. Alfaro noted that nicotine is harmful to the development of adolescent brains. Since 2018 there has been a decrease in vaping and smoking among youth in Kittitas County and if funding continues the department hopes to make more kits for youth in the future.

### Other Business

#### Board of Health Membership Updates

James Donaldson announced his resignation today. Mr. Donaldson will be moving back to the west side. He will be able to attend next month's meeting and maybe November. Chelsey Loeffers informed the board that the current opening has two applicants and would like to get that position filled first. Then the department will post to fill the Consumers of Public Health seat.

#### Approve by Resolution Amendments to Bylaws

Chelsey Loeffers reviewed the Board of Health bylaws with the board members and noted that the version in front of them is the version brought forward for review in September. The board chose to adopt version 3, which does not provide for alternatives to seats. Today the final version of option 3 is presented for adoption by resolution.

Motion to approve Resolution 2023-002 adopting the amended Kittitas County Board of Health bylaws.

**Motion 09.02:** Motion to approve Resolution 2023-002 adopting the amended Kittitas County Board of Health bylaws. Brett Wachsmith moved to approve Resolution 2023-002 adopting the amended Kittitas County Board of Health bylaws. James Donaldson second. All approved. Motion 09-02 carried to approve Resolution 2023-002 adopting the amended Kittitas County Board of Health bylaws.

#### 2024 Preliminary Fees Presentation and Discussion

Jesse Cox reviewed the 2024 proposed fees for the health department. The following information was discussed:

##### Proposed 2024 Fees

- Estimated total fee revenue: \$865,925.
- Compared to 2023 fees:
  - 29 Fees will see no change.
  - 35 fees will be decreased.
  - 40 fees will increase.
- Other fee changes:
  - Removed Adequate Water Supply Limited Review.
  - Updated Camps fee to remove "parks".
  - Added vital records mailing fee.
- Review of timeline for 2024 Fee Changes review and approval.

#### 2024 Preliminary Budget Presentation and Discussion

Chelsey Loeffers reviewed the following 2024 Preliminary Budget Breakdown:

- Estimated total revenue: \$4,185,923.
- Estimated total revenue with program percentages.
- Estimated total expenses: \$4,185,923.
- Estimated total Expenses with program percentages.
- Fund balance \$2,634,512.
- Budgeted new positions for 2024.
- Budgeted vacant positions for 2024.
- Updated for final budget:
  - Update to COVID-19 funds.
  - Addition of workforce development funding revenue.
  - Additions of syndemic grant funding revenue for the Harm Reduction program.
  - Additional Community Health Specialist position.

- Wage updates based on BOCC direction of salary survey results.
- Potential updates from organizational assessment and reorganization consultant process.

Mrs. Loeffers noted that the current proposed budget documents were attached for the board to review and give feedback to Mrs. Loeffers at the October Board of Health meeting.

Board of Health Membership Update


Dede Utley reported:

- Kittitas Valley Hospital has hired an Emergency Department Director.

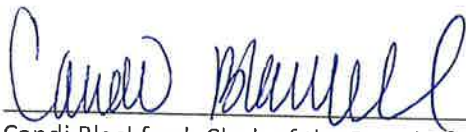
Meeting concluded at 11:107 am



Cory Wright, Commissioner, Chair



Chelsey Loeffers, Director  
Kittitas County Public Health



Candi Blackford, Clerk of the Board of Health