



PUBLIC HEALTH DEPARTMENT

www.co.kittitas.wa.us/health/

Administration
Community Health Services
Health Promotion Services
507 N. Nanum Street, Ste 102
Ellensburg, WA 98926
Phone: (509) 962-7515
Fax: (509) 962-7581

Environmental Health
411 North Ruby Street, Ste 3
Ellensburg, WA 98926
Phone (509) 962-7698
Fax (509) 962-7052

Meeting Title: PUBLIC HEALTH STUDY SESSION
Date: March 25, 2008
BOCC Attendees: Commissioner Bowen, Commissioner Crankovich,
Commissioner McClain
KCPHD Attendees: Cathy Bambrick, Susan Merrill, Amber Simons
Other Attendees: Kirk Eslinger, Lisa Young
Start time: 11:05 a.m.

DISCUSSION

Smoking Area (West Entry): Alan and Mark mentioned that ideas regarding a smokers' lounge have been canceled; and discussion occurred over measures to adopt to change the smoking area on the west entrance to the courthouse. **It was decided that the patio on the west entrance to the courthouse will be designated a "no smoking" area, signs will be posted, and it will be clear where smokers can smoke (e.g., the sidewalk), which will be an area 25 feet away from the entrance. Cathy will email all county employees about the decision.**

Financial Update: Amber reported that:

- She has completed all 2007 billing.
- Medicaid Administrative Match billing was budgeted for \$40,000, accrued at \$80,000, and actuals are \$144,000. This extra income made up for some corrections to earlier billings, so our net "profit" for 2007 was \$4,000. This is still subject to the Auditor's office coming back with any changes after they make their review.
- She is moving forward on 2008 budgeting and year-to-date actual earnings/expenditure reviews.

Cathy said that we had budgeted to lose a lot but this has not happened; and she is confident that the right decisions are currently being made. Commissioner Bowen said that Judy Pless is also confident with what the department is now doing.

Staffing Update: Cathy said:

- The interviews for the Health Education position will occur on April 7;
- We have hired the Public Health Clerk I (Communicable Disease) and Assessment Coordinator with new state funding and thus need to work on deliverables for this funding. If a good job is done on new communicable disease endeavors, additional state funds might be available.
- The Environmental Health Clerk position posted today. This position will help with water availability, archiving, and paperwork flow, amongst other duties.

Solid Waste Code: Exemption from Permit Process and Fees: Cathy struck this agenda item.

EH Staffing and Space Issues: Cathy said that the Permit Center was not the ideal space for Environmental Health (EH) operations and she did not know if it continues to be critical for EH to be situated with Community Development Services (CDS) as it has been in the past. Space constraints will increase at the Permit Center when the new EH Clerk is hired. Cathy said when the WIC program moves, there will be office space available on January 1, 2009 for EH offices.

Cathy reviewed advantages to a move:

- She would be able to directly supervise staff.
- She would have direct control over paperwork problems that currently exist at the Permit Center.
- If EH were situated at the Morris Sorensen building, more front desk staff would be available for backup assistance.
- She can resolve the managing and data entry issues that currently exist at the Permit Center.

Cathy said our department is the only department where its staff (i.e., permit technician) is managed by a different department (i.e., CDS). Cathy recommended that EH get its own designated permit technician up front at the Permit Center and placed under Cathy's supervision whereby all EH paperwork would go to one versus four permit technicians (as is the current situation).

Mark said to place this issue on the CDS Study Session agenda with Brandon Drexler and Darryl Piercy and the Commissioners will help in resolve the issue. Mark said losing paperwork is a broader issue and asked that a minimum of a half hour be given to this discussion.

David asked how having a designated EH Permit Technician would solve the missing paperwork problem. Cathy said there are so many CDS papers and EH papers are mixed within them. Alan said that one permit technician would track all of EH paperwork versus four permit technicians.

David said one of the Commissioners will talk to Darryl Piercy. Mark expressed his concern about sending customers to two different places for land use matters. Cathy said that most EH permits are mailed; CDS could continue to take fees.

EH Code Development Requirements, SEPA Review: Cathy said that Don Anderson had not shown up and it was her third try to get his attendance in order to discuss this matter. She said that SEPA review was holding up code development. Cathy indicated she would run all proposed codes through SEPA review if necessary at this point. Commissioners asked why it was necessary to go through SEPA review when state law will be adopted by reference. **The Commissioners decided that EH code development will occur without SEPA review and if Don Anderson has objections, he is to talk with David or Alan.**

EH Comments on Plat Applications: There are times that we recommend Group Water Systems when we have information that supports a water sensitive area. There is no state law or county code in place for us to require group water systems. CDS has started to take EH comments and use them as recommendations to the Planning Commission. While we are pleased with this change, we are receiving many complaints about our comments from developers. Once the Planning Commission receives our comments, they have the option of making them a requirement. Discussion occurred over how:

- Darryl Piercy supports EH's practice which is positive.
- All EH recommendations are going to the Planning Commission (who are accepting the recommendations).

- CDS has sent some plat comments back to require EH's recommendations (even when not necessary) which underscores the need to draft a policy and code on when and when it is not required for Group B water systems.
- EH can make recommendations but not requirements.
- EH is put into a bad position and there have been many complaints regarding choosing Group B water systems by default.

David will talk with Darryl Piercy. Mark stated that if/when EH recommends restrictions, then EH should emphasize that recommendations are not a requirement and that EH should thoroughly substantiate its recommendations to avoid overregulated comments. Thus, the work and reasoning should be shown and the current practice should continue. Alan agreed. EH will continue to work on Code Development for Group Water System Requirements.

Needle Exchange Program: Mark McClain provided an update on the program for David and Alan who were unable to attend the March Board of Health (BOH) meeting. He stated that the BOH approved an expansion of the program (which was originally approved by the BOH in 2004). The program will occur once a month in both Upper and Lower County.

Cathy explained that deliverables for the HIV grant had changed and now the focus is to target HIV users and the syringe exchange program will allow such access. Department of Health wants the department to provide this program; it will be a pilot one; it will provide disease control; and Yakima County Health District will train staff and supervise the project.

The meeting ended at 11:44 a.m.