



PUBLIC HEALTH DEPARTMENT

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

Administration

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Meeting Title: PUBLIC HEALTH STUDY SESSION
Date: July 22, 2008
BOCC Attendees: Commissioner Crankovich, Commissioner McClain,
Commissioner Huber
KCPHD Attendees: Cathy Bambrick, Holly Myers, Amanda Davis
Other Attendees: Darryl Piercy, Allison Kimball, Kirk Eslinger, Lisa Young
Start time: 11:00 a.m.

EXECUTIVE SESSION

Executive session began at 11:01am regarding RCW 40.30.140(4)(a) Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress. Executive session concluded at 11:10am. Approval was given 2 to 1 by Commissioners to move forward with the steps necessary to change job title of Accountant to that of a Business Manager.

DISCUSSION

State Audits

The Public Health Department underwent a federal audit by the State Auditor's Office on July 17, 2008. The results were positive and the auditor will return at an undisclosed future date for a departmental audit.

An auditor from the Department of Health visited on July 21, 2008 and directed several changes be made involving bars codes

- The emergency preparedness program needs to have existing codes clarified for more detailed tracking
- New codes need to be set up to designate between group A and group B water system expenses
- A new code needs to be set up to track the BFNEP program. It is currently included with Shape Up revenues and expenses

Judy and Amber reacted quickly to the feedback and the necessary codes have been set up and are ready to use. Another issue brought to light during the audit involved use of the WIC vehicle. The auditor emphasized that the WIC car should be used strictly for WIC purposes and not for any other program. The next visit in 2010 will focus on the HIV program.

Financial Update

- First quarter billings have been completed with one correction to be made.
- Budget amendments have been submitted to clean up the 2008 budget

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- Ms. Bambrick requested Commissioner permission for a medical billing expert from Benton-Franklin county to come help correct our medical billing codes. Approval was given. Ms. Bambrick will bring a quote back for final approval.

Staffing Update

Assessment Coordinator II will be working very minimally after August 23rd. Ms. Bambrick requested approval for the assessment coordinator II to produce the September newsletter during this time. Approval was given.

DOE Exempt Well Project

There is a planning commission meeting tonight. The last two meetings were canceled due to lack of a quorum. Four plats now fall under the new regulations because they couldn't get passed during the last two meetings

Policy direction was given: Exempt well regulation will be applied to new plat applications filed after July 8th, not those that were already in process at the time the regulation passed and/or those that have received preliminary approval.

Approval was given to Ms. Myers to send mylars back if they don't have proper plat notes.

RFQ For Hydro Geologist

Approval was given to re-post position for a third time. Commissioners will remain involved in interview process.

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