

# BOARD OF COUNTY COMMISSIONERS DEPARTMENT HEAD MEETING MINUTES

**DATE:** October 13, 2008

**TIME:** 10:10 a.m.

**COMMISSIONERS PRESENT:** Commissioner Linda Huber, Chairman Mark McClain

**DEPARTMENT:** Public Health

**DEPARTMENT HEAD:** Cathy Bambrick

**OTHERS PRESENT:** Mandy Robinson, Deputy Clerk of the Board

<b>TOPIC:</b>	Washington State DOH Grant Request for approval
<b>DISCUSSION:</b>	Cathy indicated that it is general practice in their office to request permission to write a grant. She explained that this year some of her staff took a grant-writing course. She indicated that at the training it was encouraged to call entity's that ended up not awarding funds to find out why funds were not awarded. She explained that they applied for the funds for the Quality Improvement Projects for immunizations. She indicated that they called DOH multiple times requesting a response as to what they needed to do to be approved next time, and never got a response until an e-mail came on October 9 <sup>th</sup> 2008 indicating that they re-did the budget and would now be awarded funds.
<b>ACTION:</b>	<b>The Board thanked Cathy for the break down Cathy submitted.</b>  <b>Commissioner Huber moved to accept the funds for the Department of Health Grant for Quality Improvement Grant. Commissioner McClain seconded. Motion carried 2-0.</b>