



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

Meeting Title: PUBLIC HEALTH STUDY SESSION
Date: May 26, 2009
BOCC Attendees: Commissioner Crankovich, Commissioner Jewell
By Phone: Commissioner McClain
KCPHD Attendees: Cathy Bambrick
Other Attendees: Joseph Whalen
Start time: 11:05 am

PH RN II Salary Range Adjustment (continued from HR Study Session): A discussion related to the Public Health RN II salary range occurred at the 5/25/09 HR Study Session. This discussion was continued until today. Ms. Bambrick discussed the challenges associated with recruitment of RNs including competitors offering sign on bonuses. The position has been open since January of 2009 with only one applicant who submitted an incomplete application. Ms. Bambrick expressed concern over potential loss of grant funding associated with not filling this position as well as staff burnout. The Department currently has only 1 RN which is a liability for and does not allow for vacations, etc. for the 1 RN. Ms. Bambrick requested a 12% increase in the salary scale for both the PH RN II position and the Community Health Services Supervisor position. The currently open position will have to be reduced to a ½ time in order to stay within budget with the opportunity to increase hours for vacation coverage and during communicable disease outbreaks when the workloads increase. Commissioner Crankovich warned about creating positions based on employees rather than department need. Commissioner McClain raised concerns over loss of grant funding.

Motion 01-01: Mark McClain moved to approve the request to increase the salary scales by 12% and to move Linda Navarre to the same point in the new scale as she currently is on the old scale. Alan Crankovich seconded. All approved. Motion carried.

*Joseph Whalen left at this point in the meeting.

DOE Exempt Well Project Update: Ms. Bambrick provided an update about the metering program and the bid process which is currently posted. She also provided an update related to proposed fees related to the hydro geological assessment reviews. GSI Consultants are currently testing the hydro geological assessments in terms of ease of implementation and associated costs so we can provide an estimate for the public.

April 2009 Financial Review: Cathy Bambrick discussed how the department is doing well financially noting that being down 1 PH RN II is contributing to the positive financial bottom line as well as new grant funding. She discussed how the indirect cost allocation plan includes cell phones which does not enable the department to bill cell phones directly to grants including the BOCC Cell Phones. The BOCC phones are now part of the indirect costs of the department.

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The BOCC indicated that this was still ok in terms of the need to have contact with them during emergency response activities. Ms. Bambrick addressed the Fire Marshal/PH Emergency Response Position in terms of grant funding spent. As of April, we are on track for spending \$12,000 for the year instead of the \$40,000 budgeted. PH needs at least a ½ time position to meet the grant deliverables. The Fire Marshal staff is providing excellent emergency management services. Ms. Bambrick explained that there is just too much work for them to complete in terms of their program work load. The BOCC provided direction to reassign the grant revenue to other staff to ensure the work is completed and/or grant deliverables are met and the grant funds are expended. No changes were recommended for the emergency preparedness position. Ms. Bambrick will meet with the Fire Marshal to continue to the discussion about workload and expending grant funding.

Swine Flu Update: We have one positive case in Kittitas County. Overall, activities related to this outbreak are slowing down locally, statewide and nationally. The Department staff are reviewing and updating the SNS and Pandemic Flu Plans in preparation for the fall flu season.

Grant Application Status: The Department has written 4 grants since October with the NACCHO grant being the first we received. We have been notified that we received the DOE grant for replacement of septic systems in the Wilson Creek Sub Basin areas. We haven't received the final confirmation yet so will provide an update when we receive the final word. This grant is for \$500,000. \$50,000 is for staff time to manage the grant; \$450,000 is for replacement of septic systems with ½ being forgivable loans.

The Department submitted a grant application to EPA for further work on the Wilson Creek Sub basin Areas with other partners for extensive, comprehensive clean up planning efforts. This grant would provide \$53,000 for staff time for a total of \$180,000. We will be notified October 1, 2009.

The final grant submitted to date was to NIH for development of Environmental Health Curriculum in partnership with CWU. We are very excited about this opportunity. This would provide approximately \$70,000 a year for 2 years for staff time and expenses. We will be notified in September of 2009.

We are hopeful these grants will assist with covering staff time during the economic downturn as well as provide a needed public service.

West Nile Prevention Activities: Staff completed the community campaign to assist with mosquito control activities including spreading larvacide. Staff completed the first round of larvacide in Upper County. We will provide an estimate for the amount of larvacide purchased in the county by residents at the next meeting.

Public Health Electronic Medical Record- Update: Ms Bambrick stated that the Public Health Department has finally connected to the web-based software and is receiving software training today and tomorrow. Our contract with the consultants to develop the software is approved and signed. The department should go live with the electronic medical records and/or to Next Gen



software in August. During the interim period, public health will be developing templates, modifying/tailoring the screen shots to reflect public work and practice and testing the system.

