



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

**KITTITAS COUNTY BOARD OF HEALTH (BOH)
Public Meeting Minutes**

**Tuesday, November 26, 2013
Commissioners' Auditorium
1:00 p.m.**

Present

Board of Health (BOH): Rich Elliott, Paul Jewell, Obie O'Brien

Public Health: Candi Blackford, Mark Larson M.D., Erin Moore, Robin Read, Kaitlyn Reddick, Alisa Spieckerman, Liz Whitaker

Board of Health Advisory Committee (BOHAC): Hartwig Vatheuer

Obie O'Brien called the public meeting to order at 1:04 p.m.

Kittitas County Public Health Department (KCPHD)

Robin Read stepped to the microphone and discussed the documents in the public hearing packet. Ms. Read discussed that over the last few years the health department has been working on bringing its services in line with a cost recovery model. Most fees were brought up to full cost recovery from 2011 to 2013, but there are a few service fees that have been increased in phases in order to avoid a dramatic increase in the fee. KCPHD's rent will increase by 47 percent in 2014 and additional increases are added to many fees in order to recover those costs. KCPHD is also proposing the elimination of a few fees, reduction of some clinical fees, and the addition of some new fees, as well as proposed changes to the fee policy.

Fee policy changes

- The sliding fee scale has been updated with the 2013 Federal Poverty Guidelines. It has also been adjusted to be in line with the Medicaid eligibility guidelines. A statement has been added allowing the department to update the sliding fee scale as needed to comply with the current Federal Poverty Guidelines.
- The policy language on collection of fees has been adjusted to provide more clarity for when the department actually collects fees to include reference to the Kittitas County Cash Handling Policy and Procedures, and to indicate that we will bill private insurance when possible.
- The policy language on late payments has been changed to add clarification on late fees, and language has been added to allow permits to be withheld and /or accounts sent to collection when there are unpaid balances.

Hourly Rate Changes

- Hourly service rates were updated using budgeted salary amounts for 2014, the budgeted average benefit rate for 2014, and the current indirect rate, which includes both the county and the department overhead. The health officer's benefit rate uses the budgeted actual. Hourly service

APPROVED
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rates were rounded up to the nearest \$1.00 compared to 2013. Most rates went up slightly due to salary increase; the support staff rate went down due to staff turnover and hiring at lower rates.

Fee Changes

- Several places in the fee schedule included a line for charging the department hourly rate for activities exceeding a certain number of hours. These were removed in favor of having one line under general fees for charging the hourly rate for activities that do not have an established fee and are above and beyond what is included in the original fee calculation.

New Fees

- Limited Review for Adequate Water Supply Determination
- On Site Sewage System Site Evaluation (4 or more at same location)
- Pre-Opening Inspection/New Construction for Pools
- Influenza Vaccine

Eliminated Fees

- Hydrogeological Review Short Plat
- Hydrogeological Review Long Plat
- CWU Food Inspections
- Copies of Food Regulations
- Community Class 2 hour HIV/AIDS Education and Blood Borne Pathogen Certification
- Community Class 4 hour HIV/AIDS Education and Blood Borne Pathogen Certification
- Individual Class 1 hour Blood Borne Pathogen Certification
- Individual 2 hour HIV/AIDS Education and Blood Borne Pathogen Certification

Ms. Read reviewed the increased and decreased fees for public health. Paul Jewell also questioned the 2014 fee increases due to the rent increase and if that was based on 2013 or a moving average. Ms. Read noted that most of the 2014 proposed fee increases are based on averages, actual and trend data from 2011-2013, and include the increased rent for the upcoming year.

Public Testimony opened at 1:22 p.m.

Public Testimony closed at 1:22 p.m.

Motion to approve the Board of Health Resolutions 2013-01

Motion 11-01: Motion to approve the Board of Health Resolution 2013-01 to adopt the 2014 Kittitas County Public Health Fee Schedule. Rich Elliott moved to approve the Board of Health Resolution 2013-01 to adopt the 2014 Kittitas County Public Health Fee Schedule. Paul Jewell second. All approved. Motion 11-01 carried to approve the Board of Health Resolution 2013-01 to adopt the 2014 Kittitas County Public Health Fee Schedule.

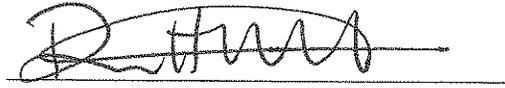
Motion to approve the Board of County Commissioners Resolution 2013-138

Motion 11-02: Motion to approve the Board of County Commissioners' Resolution 2013-138 to adopt the 2014 Kittitas County Public Health Fee Schedule. Paul Jewell moved to approve the Board of County Commissioners' Resolution 2013-138 to adopt the 2014 Kittitas County Public Health Fee Schedule. Obie O'Brien second. All Approved. Motion 11-02 carried to approve the Board of County Commissioners' Resolution 2013-138 to adopt the 2014 Kittitas County Public Health Fee Schedule.

Paul Jewell thanked the staff for their hard work on the fee schedule. He believes that most of the fees have finally reached cost recovery levels and this will help the department have sustainable programs. Mr. Jewell also noted that the work done on distributing the 2014 rent increase in fees across the board was excellent and the explanation was well done and justifiable. Obie O'Brien also noted that a good job was done by staff on the fee schedule and thanked Ms. Read for her leadership.

Public Meeting ended at 1:26 p.m.


Obie O'Brien, Chair of the Board of Health


Robin Read, Administrator,
Kittitas County Public Health Department


Candi Blackford, Clerk of the Board of Health