



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

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

**Thursday, March 20, 2014
Commissioners' Auditorium
10:30 a.m.**

Present

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

Board of Health Advisory Committee (BOHAC): Nancy Jewett

Public Health: Candi Blackford, Robin Read, Mark Larson M.D., Erin Moore, Lisa Morin, Holly Meyers, Kaitlyn Reddick, Amy Fuller, Liz Whitaker

Other: Ann Riley

Approval of Agenda

Robin Read requested the following changes to the agenda:

- Move Strategic Plan to next month
- Add All Staff Retreat update

Minutes

Approval of the February 26, 2014 Board of Health meeting minutes

Motion 03-01: Motion to approve the February 26, 2014 Board of Health meeting minutes as presented. Rich Elliott moved to approve the February 26, 2014 Board of Health meeting minutes as presented. Obie O'Brien second. All approved. Motion 03-01 carried to approve the February 26, 2014 Board of Health meeting minutes as presented.

Introductions and Announcements

BOHAC Members

Nancy Jewett reviewed the last BOHAC meeting agenda, giving the following updates:

- With the addition of new members, BOHAC is close to full membership
- Discussion of how BOHAC funds have historically been requested and spent led to the formation of a Financial Subcommittee
- BOHAC Chair, Rebecca Pearson, would like to write an article for the Washington State Journal of Public Health Practice on local residents and their experiences with the Health Plan Finder
- Amy Fuller reviewed the group's Strategic Plan prioritization results
- The group was given details on upcoming water restrictions and mitigation options

APPROVED

5-6-14

Contracts and Amendments

Consolidated Contract Amendment 13

Robin Read reviewed the Consolidated Contract Amendment 13 and informed the BOH of the following changes:

Amends Statements of Work for the following:

- Maternal and Child Health Block Grant- Effective January 1, 2013
- Office of Immunization and Child Profile- Effective January 1, 2014

Exhibit B-13 Allocations as follows:

- Increase of \$1,117.00 for a revised maximum consideration of \$593,965.00

Motion 03-02: Motion to approve the Consolidated Contract Amendment 13. Gary Berndt moved to approve the Consolidated Contract Amendment 13. Rich Elliott second. All approved. Motion 03-02 carried to approve the Consolidated Contract Amendment 13.

Department Updates/Issues

Administrator Update

Robin Read reviewed the department updates for the previous month:

Staffing

- The DD Coordinator position has been posted, as Dean's last day will be March 31st
- Two spring internships have been offered and are scheduled to begin the first week of April

Highlights/Accomplishments

- The Air Quality Kick Off was not widely attended, but went very well
- KCPHD's annual All Staff Retreat was held February 28th with a variety of activities and trainings
- Amy Fuller is working with the county to develop a Workplace Wellness Policy
- The CHS staff organized a successful health event at CWU- 21 students were enrolled in health insurance via the Health Plan Finder and 6 received HPV vaccinations
- A new database has been developed on CAMAS to track complaints- how many, which program, follow up, etc.

Funding/Finance

- Kaitlyn Reddick and Robin Read continue to work together on fund balance and determining the department's current needs
- KCPHD will be switching from SPRINT to Verizon for better value and cell service

Program Updates

- Front desk staff has taken part in trainings to prepare for changes to the Vital Records program in 2015
- Community Health staff is learning new procedures for reporting communicable disease

Leadership Update

- The Quality Improvement (QI) Readiness Assessment is complete and indicates the department is at Phase 3 or Informal/Ad Hoc QI
- Strategic Plan goals have been prioritized by BOHAC, BOH, and KCPHD staff- a report summarizing the results will be available at next month's meeting
- Working with Kittitas County Community Network & Coalition to develop a marijuana prevention plan for presentation to the Law and Justice Council
- Working closely with DD vendors to ensure our program is running smoothly
- Robin met with the director of the People's Harm Reduction Alliance in effort to align our syringe exchange and testing services

Health Officer Update

Mark Larson, M.D. discussed the following:

- In response to Obie O'Brien's question regarding CWU student vaccination records, Dr. Larson informed the group that the university requires certain immunizations, but does not enforce the rule- hopes to work with the new Student Health Director on this issue
- We are almost through influenza season- KVH has lifted its mask requirement
- Informed BOH that there were a couple cases of chicken pox in the county and answered questions regarding the illness

Business

Marijuana Survey Results

Ann Riley of the Kittitas County Community Network presented the results of a county-wide survey covering a variety of topics such as:

- Attitudes about underage substance abuse
- Opinions about underage alcohol use
- Understanding of WA marijuana laws
- Consequences of underage drinking/furnishing alcohol to minors

On a similar note, Rich Elliott shared that KVFR continues to see an increase in alcohol related EMS calls, and February set a record for suicides attempted with prescription drugs.

All Staff Retreat

Robin Read briefly reviewed the activities from this year's retreat on February 28th. A full report will be emailed to the BOH.

Financial Update

Kaitlyn Reddick reported on the February 2014 financials. She continues to work on a feasible plan for the fund balance and is excited to use the new 2015 budget spreadsheet.

Other

EMS Update

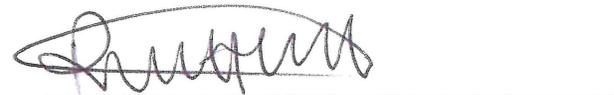
Rich Elliott reported that KVFR has contracted with Hospital District #2 to provide ALS services to Upper County.

Motion to adjourn the BOH meeting at 11:47a.m.

Motion 03-03: Motion to adjourn the BOH meeting. Obie O'Brien moved to adjourn the BOH meeting. Rich Elliott second. All approved. Motion 03-03 carried to adjourn the BOH meeting.

Next Board of Health Meeting will be held on April 17, 2014 at 10:00a.m.


Paul Jewell, Chair of the Board of Health


Robin Read, Administrator,
Kittitas County Public Health



Lisa Morin, Clerk of the Board of Health