

# KITSAP PUBLIC HEALTH BOARD

## Regular Meeting

February 2, 2016

The meeting was called to order by Board Chair, Mayor Becky Erickson at 1:47 p.m.

### MINUTES

Mayor Rob Putaansuu moved and Commissioner Charlotte Garrido seconded the motion to approve the minutes for the January 5, 2016, regular meeting. The motion was approved unanimously.

### CONSENT AGENDA

The February consent agenda included the following contracts:

- 1316, Washington State Department of Health, *Consolidated Contract, Amendment 6*
- 1389, Washington State Health Care Authority, *Community of Health Design Grant, Amendment 1*
- 1389, Washington State Health Care Authority, *Accountable Community of Health, Amendment 2*
- 1453, Olympic Educational Service District 114, *Health Start, Early Head Start, & ECEAP Programs, Amendment 1*
- 1501, Peninsula Community Health Services, *In-Person Assister Services*
- 1507, Washington State Department of Ecology, *Waste 2 Resources Coordinated Prevention Grant*
- 1516, Washington State Department of Ecology, *Regional Clean Water Revolving Loan Program*

KPHD Contract 1389, Amendment 1, Washington State Health Care Authority, Accountable Community of Health Design Grant, was previously pre-approved via email as a priority on January 6, 2016, by Board Chair Becky Erickson and Vice-Chair Ed Wolfe, and included in today's consent agenda for Board affirmation.

Mayor Patty Lent moved and Commissioner Ed Wolfe seconded the motion to approve the consent agenda and the Warrant and Electronic Funds Transfer Register. The motion was approved unanimously.

### PUBLIC COMMENT

There was no public comment.

### HEALTH OFFICER/ADMINISTRATOR'S REPORT

#### Health Officer Update:

Dr. Susan Turner, Health Officer, reported that two weeks ago, we announced the second flu-associated death in our community. This death and other indicators are signs that flu activity may be increasing. She reported we have received a Health Alert Network message from the Centers for Disease Control that they have had several reports of more severe influenza illness cases and that they are recommending physicians prescribe anti-viral treatment as soon as possible. The Washington State Department of Health is also seeing an increase in severe symptoms in patients

with influenza. She reminded the Board that the most important things we can do to prevent the spread of flu are: get our seasonal influenza vaccination, practice good hand-washing techniques, cover our coughs and sneezes, and most importantly, stay home when we are ill. Finally, she indicated we at the District are monitoring the evolving picture in regard to the Zika virus and its spread, a virus potentially contracted while traveling abroad. As always, we are updating our local physicians on these issues and providing resources to them as appropriate.

Administrator Update:

Mr. Scott Daniels, Administrator, announced that at our March Kitsap Public Health Board meeting, we will be devoting almost the entire meeting to discuss the work being done with our Olympic Community of Health (OCH). Mr. Daniels noted staff from the Washington State Health Care Authority, along with the OCH Manager and the Interim Leadership Council Chair, will be in attendance. At the March meeting, Mr. Daniels will also provide information about the responsibilities and functions required of the District as the backbone agency for the OCH. Mr. Daniels also commented that he is currently working on a contractual agreement with the OCH to clearly define the role of the District as the backbone agency.

Mr. Daniels reported the District will be scheduling a Kitsap Public Health Board work study session in May to talk about several emerging issues. The agenda will include establishing a local funding formula for the District. It will also include discussion of the future direction of the District related to implementation of the Foundational Public Health Services (FPHS). The study session will include discussion of District service priorities using the FPHS as one consideration, and what future services might look like as we work to address our current budget deficit. We are planning a three-hour session and are hoping to walk away with agreement on these important topics.

Mr. Daniels also explained the District is developing an agency Contact List for the Board. This will include contact information for each of the District's program managers and will allow Board members to directly contact the appropriate staff member when specific issues arise. This should provide faster response times.

**RESOLUTION 2016-06: APPROVING ENVIRONMENTAL HEALTH DIVISION FEE SCHEDULE (FOOD AND LIVING ENVIRONMENT FEE ADJUSTMENTS)**

Mr. Keith Grellner, Director, Environmental Health Division, reminded the Board that at our last meeting in January, he had briefed the Board on the upcoming proposal of an adjustment of its Food and Living Environment Program fees and of plans to bring a package of adjusted fees to today's meeting for approval.

Mr. Grellner explained the District has been conducting outreach efforts to the industry and the public since last November including a recent public meeting to discuss the fee adjustment proposal on January 21, 2016, here in the Chambers. He mentioned that no one, other than staff, showed up for that meeting. To date, the District has not received any opposition to the proposed fee adjustments. Mr. Grellner then recommended approval of Resolutions 2016-06: Approving

Environmental Health Division Fee Schedule (Food and Living Environment Fee Adjustments). Board discussion followed.

Mayor Lent commented the community recognizes that the program is doing a good job keeping all of the people that reside in Kitsap County safe from food borne illnesses. Both Mayor Erickson and Commissioner Wolfe asked if we should have increased the fees more to cover our actual costs. Mr. Grellner explained that the fees are accurate for this purpose. He said the District does not take raising fees lightly and we take great responsibility in calculating the fees people need to pay, and that we use that money to cover only the costs of providing those services. He indicated we will continue to evaluate fees through our normal budget processes and if we run into problems we will look into additional increases and address the Board at the time.

Mr. Grellner recommended approval of the adjusted fees. Commissioner Mayor Lent moved and Commissioner Wolfe seconded the motion to approve Resolution 2016-06, Approving Environmental Health Division Fee Schedule with Food and Living Environment Program Fee Adjustments. The motion was approved unanimously.

#### **RESOLUTION 2016-07: APPROVING CLASSIFICATION AND SALARY RANGE FOR THE OLYMPIC COMMUNITY OF HEALTH DIRECTOR**

Karen Holt, Human Resources Manager, requested approval of Resolution 2016-07, approving the classification and salary range for the Olympic Community of Health Director, a new Health District position. She briefly explained the Director will oversee the three-county public-private partnership referred to as an Accountable Community of Health. The classification is equitable and aligns internally to our current Division Director Class Specifications, and is consistent with salary survey results compiled by the Washington State Health Care Authority for similar positions in other Accountable Communities of Health across the state.

Commissioner Rob Gelder moved and Mayor Lent seconded the motion to approve Resolution 2016-07, Approving the Classification and Salary Range for the Olympic Community of Health Director. The motion was approved unanimously.

#### **DISCUSSION OF DRAFT REGULATIONS RESTRICTING THE USE, SALE, AND AVAILABILITY OF VAPOR PRODUCTS**

Mr. Grellner approached the Board for the discussion of the consideration of draft regulations regarding the use, sale, and availability of vapor products as recommended by the Board's Policy Committee. He explained this is the launch of our public involvement process to develop and adopt a vaping product ordinance locally. Mr. Grellner provided an overview of the draft ordinance as a starting point for the Board before we start the public process. The draft is modeled after the Snohomish Health District's ordinance and as recommended by the Board Policy Committee. There will be an extensive public involvement process before a final proposal will be presented to the Board. Mr. Grellner presented an informative power point presentation providing details about vaping products and the ordinance. He explained many of the concerns,

including the increase in use, availability, and popularity of vaping, especially with youth. Vaping products and their use are not federally regulated. Mr. Grellner highlighted the major regulatory concepts of the preliminary draft.

Mr. Grellner requested the Board to consider having Policy Committee members --- or all Board members --- participate in our scheduled outreach efforts and workshops. He requested we have workshops in several areas of the county so they are accessible to all interested parties. Mayor Lent suggested the Board move forward with the draft ordinance as written and begin the public outreach process. Mayor Erickson recommended the process move forward as well. The Board agreed that the Board members should participate in the workshops to be provided in Central, North, and South areas of the county and scheduled for evenings when most are available. Mayor Putansuu indicated Port Orchard City Hall would be available. Mr. Grellner will provide a timeline for the outreach process moving forward.

**EXECUTIVE SESSION: PURSUANT TO RCW 42.30.110(g), REVIEW OF PERFORMANCE OF A PUBLIC EMPLOYEE**

At 2:32 p.m., Mayor Erickson announced that the Board would adjourn for approximately ten minutes for an Executive Session for discussion related to the review of performance of a public employee. At 2:50 p.m., Mayor Erickson announced that the Executive Session had ended and opened the meeting to regular session.

Mayor Erickson asked for any other comments for the good of the order. There was none.

**ADJOURN**

There was no further business; the meeting was adjourned at 2:50 p.m.

  
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**Becky Erickson**  
**Kitsap Public Health Board**

  
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**Scott Daniels**  
**Administrator**

**Board Members Present:** *Council Member Sarah Blossom; Mayor Becky Erickson; Commissioner Charlotte Garrido; Commissioner Rob Gelder; Mayor Patty Lent; Mayor Rob Putaansuu; Commissioner Ed Wolfe.*

**Staff Present:** *Karen Bevers, PIO/Communications Coordinator, Administration; Jan Brower, Program Manager, Solid and Hazardous Wastes; Scott Daniels, Administrator; Kerry Dobbelaere, Program Manager, Clinical Services; Katie Eilers, Assistant Director, Community Health Division; Kathy Greco, Confidential Secretary, Administration; Keith Grellner, Director, Environmental Health Division; Karen Holt, Manager, Human Resources; Suzanne Plemmons, Director, Community Health Division; Rieza Rebulado, KPHD Intern; Shelley Rose, Community*

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*Liaison, In-Person Assister Program; Susan Turner, Health Officer; Jim Zimny, Program Manager, Food and Living Environment.*