

KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Regular Meeting
February 4, 2025

The meeting was called to order by Chair Tara Sell at 8:59 a.m.

APPROVAL OF MINUTES

Member Drayton Jackson moved and Member Dr. Michael Watson seconded the motion to approve the minutes for the January 7, 2025, regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The February consent agenda included the following contracts:

- 2110, Amendment 5, *Jefferson County Public Health, Nurse Family Partnership*
- 2441, Amendment 1, *Washington State Department of Health, Consolidated Contract*
- 2445, *Suquamish Indian Tribe, Nurse Family Partnership Supervisor*
- 2448, *Washington State Department of Health, Acting Health Officer Coverage*

Member Jackson moved and Commissioner Christine Rolfes seconded the motion to approve the consent agenda. The motion was approved unanimously.

PUBLIC COMMENT

There was no public comment.

HEALTH OFFICER/ADMINISTRATOR'S REPORT

Administrator Report:

Yolanda Fong, Administrator, provided two updates:

- The Health District is revising its personnel manual, which requires Board approval for substantial changes. The Personnel Committee will meet within the next month to review substantial updates before they are presented to the full Board.
- The Department of Health has communicated potential changes to federal funding. The Health District has \$1.7 million in federal funds budgeted for 2025 (9% of the total budget). Current reserve funds provide flexibility for any necessary budget adjustments if funding decreases. The agency's operations and budget remain unchanged at this time.

Board members discussed the update and asked clarifying questions.

There was no further comment.

Health Officer Report:

Dr. Gib Morrow, Health Officer, shared several updates:

- Virginia Mason Franciscan Health Residency Program: Dr. Conner Smith, Chief Resident, is visiting the Health District to learn about its work and to develop a curriculum for the residency program's public health elective.
- Respiratory illness updates: Influenza and RSV cases saw a significant increase in late January, straining the healthcare system, with around 5% of emergency department visits attributed to these illnesses. A health bulletin was issued regarding pertussis, which is spreading in Kitsap and surrounding counties, with confirmed clusters of cases in schools and sports teams. The Health District is coordinating with healthcare providers, community partners, and impacted families to mitigate the spread.
- Vaccine clinics: The Health District is hosting no-cost vaccination clinics for children on February 5th and 20th, with details available on the agency's website.
- Project Connect: Health District teams participated in Project Connect, an annual event organized by the Kitsap Housing and Homelessness Coalition. The event aims to connect individuals with information and local service providers. Dr. Morrow thanked the Communicable Disease and Parent Child Health teams for their work providing STI testing, vaccinations, and maternal/infant care services.
- Parent Child Health presentation: The Parent Child Health team hosted a presentation as part of their Perinatal Learning Collaborative, featuring Dr. Vania Rudolf on whole-person care for individuals in recover. A recording is available on the Health District website.
- Safe sleep guidelines for infants: A recent Journal of the American Medical Association (JAMA) Pediatrics study highlighted an increase in Sudden Infant Death Syndrome (SIDS) and Sudden Unexpected Infant Death Syndrome (SUIDS) rates between 2020 and 2022, particularly among Black, Native American, and Pacific Islander infants. The Health District will review local SIDS/SUIDS cases in its upcoming Child Fatality Review and Dr. Morrow reminded parents of safe-sleep guidelines.
- Federal policy changes: The CDC and other federal agencies have removed thousands of web pages related to equity initiatives, gender identity, and LGBTQ issues, following an executive order. A temporary federal freeze on grants has also been implemented. The Health District is monitoring funding impacts while maintaining services aligned with its mission and advocating for evidence-based public health policies.

Board members discussed the update and asked clarifying questions.

There was no further comment.

RESOLUTION 2025-03, APPROVING 2025 – 2027 COLLECTIVE BARGAINING AGREEMENT BETWEEN KITSAP PUBLIC HEALTH DISTRICT AND PROTEC17

Ms. Fong highlighted the great effort between the Health District and PROTEC17 in negotiating a new collective bargaining agreement for 2025 through 2027. Proposed changes to the agreement can be found in the attached memo.

Mayor Rob Putaansuu moved and Commissioner Rolfes seconded the motion to approve Resolution 2025-03, approving the 2025 to 2027 collective bargaining agreement between the Health District and PROTEC17. The motion was approved unanimously.

There was no further comment.

RESOLUTION 2025-04, APPROVING 2026-2027 SALARY ADJUSTMENTS FOR NON-REPRESENTED EMPLOYEES

Ms. Fong explained that proposed Resolution 2025-04 would align the salary adjustments for non-represented staff with the adjustments provided to represented staff through the just-approved collective bargaining agreement. The resolution would approve a 2.75% increase in salaries for 2026 and 2027.

Member Stephen Kutz moved and Dr. Watson seconded the motion to approve Resolution 2025-04, approving 2026 and 2027 salary adjustments for non-represented employees. The motion was approved unanimously.

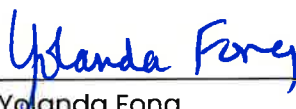
There was no further comment.

ADJOURN

There was no further business; the meeting adjourned at 9:40 a.m.



Dr. Tara Sell
Kitsap Public Health Board



Yolanda Fong
Administrator

Board Members Present: Mayor Becky Erickson; Member Drayton Jackson; Member Stephen Kutz; Councilperson Ashley Mathews; Mayor Rob Putaansuu; Commissioner Christine Rolfes; Member Dr. Tara Sell; Member Dr. Michael Watson; Mayor Greg Wheeler.

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Board Members Absent: *Member Jolene Sullivan.*

Community Members Present: *Janet Kalmen, Community Member.*

Scribe: *Margo Chang, Management Analyst, Kitsap Public Health District.*

Staff Present: *Angie Berger, Management Analyst, Equity & Performance Management; Yolanda Fong, Administrator, Administration; John Kiess, Director, Environmental Health Division; Lynn Pittsinger, Director, Community Health Division.*