

KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Regular Meeting
January 7, 2025

The meeting was called to order by Chair Tara Sell at 8:30 a.m.

Each Board member present gave a brief introduction.

2025 COMMITTEE ASSIGNMENTS

Chair Sell noted that she is discontinuing her service on the Finance and Operations Committee and Commissioner Christine Rolfes will be filling the vacancy. All other committee assignments will remain the same.

Mayor Becky Erickson moved and Member Stephen Kutz seconded the motion to approve the 2025 committee assignments with the aforementioned revisions. The motion was approved unanimously.

APPROVAL OF MINUTES

Member Kutz moved and Mayor Greg Wheeler seconded the motion to approve the minutes for the December 3, 2024, regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The January consent agenda included the following contracts:

- 2306, Amendment 2, *Jefferson County Public Health, Nurse Family Partnership Supervisor*
- 2443, *Kitsap County Human Services, Nurse Family Partnership*

Member Dr. Michael Watson moved and Mayor Erickson seconded the motion to approve the consent agenda. The motion was approved unanimously.

2025 OFFICER ELECTIONS

Chair Sell explained that the Board Bylaws allow members to serve as Chair and Vice Chair no more than two consecutive terms, unless the Board has special circumstances that require more than two terms. Board members expressed that they would like Dr. Sell and Commissioner Rolfes to continue their roles as Chair and Vice Chair through 2025. Member Kutz moved and Mayor Erickson seconded the motion to re-elect Dr. Sell as Board Chair and Commissioner Rolfes as Board Vice Chair. The motion was approved unanimously.

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PUBLIC COMMENT

There was no public comment.

HEALTH OFFICER/ADMINISTRATOR REPORTS

Administrator Report:

Yolanda Fong, Administrator, shared two updates:

- The Washington State Department of Health (DOH) has started sending communications around concerns with the state budget. DOH has not made any decisions around budget changes and the Health District is monitoring the situation.
- An invitation will be sent to Board members for individual meetings with Ms. Fong. An email will be sent to the Board with additional information.

There was no further comment.

Health Officer Report:

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

- Tuberculosis (TB) cases
 - Two new TB cases were identified in Kitsap. The cases were swiftly diagnosed and isolated due to strong care coordination between the hospital and the Health District.
- Respiratory illness trends
 - Respiratory illnesses in Kitsap increased during Christmas, but preliminary indicators show influenza rates may be starting to taper off. COVID-19 cases showed a slight increase, but no significant seasonality.
 - Dr. Morrow encouraged Board members and the public to get the most recent version of respiratory illness vaccines.
- Avian influenza
 - The Wild Felid Advocacy Center in Shelton, Washington experienced an avian influenza outbreak, resulting in the death of several rescue animals.
 - The Health District participated in a six week-week, multi-agency response with the Washington State Department of Agriculture.
 - Exposed sanctuary volunteers show no signs of infection. Dr. Morrow emphasized ingestion risks (e.g., unpasteurized milk, raw pet foods) and noted poultry workers are at higher risk.
 - Stockpiles of Tamiflu and test kits are available for distribution if needed.
- Buprenorphine use in overdose cases
 - Discussions with Kitsap Emergency Medical Services (EMS) have focused on using buprenorphine for treatment of overdoses. Unlike naloxone,

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- buprenorphine alleviates severe withdrawal symptoms, reducing the risk of subsequent overdoses.
- o EMS is developing protocols in coordination with pilot programs across the state.

Board members discussed the update and asked clarifying questions.

There was no further comment.

SALARY ADJUSTMENTS FOR NON-REPRESENTED EMPLOYEES

Ms. Fong explained that in 2024, the Health District contracted a salary and classification study which resulted in recommendations for salary and classification adjustments. She noted that, traditionally, salary adjustments for both represented and non-represented employees have been presented to the Board following the ratification of a new collective bargaining agreement. However, as union negotiations are still ongoing, the Health District is seeking to proceed with salary adjustments for non-represented staff. The Board's approval of Resolution 2025-01 would implement the new salary schedule for non-represented employees. As part of the transition, all non-represented employees would receive a minimum salary increase of 4% for 2025. Ms. Fong also highlighted that the Personnel Committee reviewed the proposal in December and recommended that the Board approve the resolution.

Mayor Erickson moved and Mayor Wheeler seconded the motion to approve Resolution 2025-01. After a brief discussion, the motion was approved unanimously.

There was no further comment.

JOB CLASSIFICATION REVISIONS

Ms. Fong said that the 2024 salary and classification study also resulted in recommendations to revise four job classifications. The revisions would align them with the operational use of the classifications and clarify the job scopes. Resolution 2025-02, if approved, would allow the Health District to revise the job classifications of Program Coordinator 1, Program Coordinator 2, Program Manager 1, and Program Manager 2.

Commissioner Christine Rolfes moved and Member Kutz seconded the motion to approve Resolution 2025-02. The motion was approved unanimously.

There was no further comment.

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SALISH BEHAVIORAL HEALTH ADMINISTRATIVE SERVICES ORGANIZATION – AN OVERVIEW

Jolene Kron, Administrator and Clinical Director of Salish Behavioral Health Administrative Services Organization (SBH-ASO), provided an update on the organization's activities and accomplishments. Key points included:

- An overview of the scope of SBH-ASO's work.
- Details on programs administered by SBH-ASO and the development of new programs in 2024.
- Highlights of organizational accomplishments in 2024, including funding management.
- Administration of subcontracts across the region.
- Updates on the naloxone distribution program and the naloxone map project.
- Training support offered to regional agencies.
- Insight into opioid settlement funding and the work of the Opioid Abatement Council (OAC).

Board members discussed the presentation and asked clarifying questions.

There was no further comment.

OPIOID PREVENTION CAMPAIGN

Dana Bierman, Chronic Disease and Injury Prevention Manager, and Tad Sooter, Public Information Officer, provided an update on an upcoming campaign titled Kitsap Friends for Life. During their presentation, they highlighted:

- Campaign funding provided by DOH.
- The Health District's partnership with the Washington State Health Care Authority (HCA).
- Adaptation of the existing HCA Friends for Life campaign to develop Kitsap-specific materials.
- Planned locations for campaign materials, including ferry terminals, billboards, and movie theater videos.
- Resources that will be available on the Kitsap Friends for Life campaign website.
- Public service announcement videos through the HCA Friends for Life campaign.


Board members discussed the presentation and asked clarifying questions.

There was no further comment.

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ADJOURN

There was no further business; the meeting adjourned at 9:43 a.m. Chair Sell noted that the Board will be moving into a closed session pursuant to RCW 42.30.140 for a discussion related to collective bargaining.

Signed by:

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Dr. Tara Sell
Kitsap Public Health Board

Signed by:

04B011B7E67B465...
Yolanda Fong
Administrator

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

Board Members Absent: *None.*

Community Members Present: Janet Kalmen, *Community Member*; Jolene Kron, *Administrator/Clinical Director, Salish Behavioral Health-Administrative Services Organization*; Jeff Riggins, *Suquamish Tribe*; Doug Washburn, *Kitsap County Human Services*.

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

Staff Present: Angie Berger, *Management Analyst, Equity & Performance Management*; Dana Bierman, *Program Manager, Chronic Disease and Injury Prevention*; Yolanda Fong, *Administrator, Administration*; Jessica Guidry, *Director, Public Health Infrastructure Division*; Karen Holt, *Program Manager, Human Resources*; Jessica Howell, *Peer Navigator, HIV Case Management*; John Kiess, *Director, Environmental Health Division*; Siri Kushner, *Director, Public Health Infrastructure*; Naomi Levine, *Community Liaison, Chronic Disease and Injury Prevention*; Kaela Moontree-Stewart, *Public Health Educator, Chronic Disease and Injury Prevention*; Dr. Gib Morrow, *Health Officer, Administration*; Lynn Pittsinger, *Director, Community Health Division*; Tad Sooter, *Public Information Officer*.