

**KITSAP PUBLIC HEALTH BOARD**  
**Regular Meeting**  
**January 3, 2012**

The meeting was called to order by Board Chair Commissioner Charlotte Garrido at 11:22 a.m.

**MINUTES**

Council Member Roy Runyon moved and Commissioner Robert Gelder seconded a motion to approve the minutes for the December 6, 2011, regular meeting. The motion was approved unanimously.

**ELECTION OF KITSAP PUBLIC HEALTH BOARD OFFICERS AND COMMITTEE MEMBERS**

After a brief discussion by the Board, Commissioner Garrido proposed the following slate of Officers and Committee Members for 2012:

- Board Chair: Mayor Becky Erickson
- Board Vice-Chair: Commissioner Josh Brown
- Finance and Operations Committee:  
Mayor Erickson, Commissioner Garrido, Council Member Runyon
- Policy Committee:  
Commissioner Gelder, Council Member Runyon, Mayor Tim Matthes
- Personnel Committee:  
Commissioner Brown, Mayor Patty Lent, Bainbridge Island Council Member (open)
- At large: Mayor Lent

Mayor Lent moved and Mayor Matthes seconded a motion to accept the slate of Kitsap Public Health Board Officers and Committee Members for 2012. The motion was approved unanimously. Commissioner Garrido then passed the gavel to Mayor Erickson who chaired the remainder of the meeting.

**CONSENT AGENDA**

The contracts on the consent agenda included:

- Contract 971, Port Gamble/S'Klallam Tribe, Food Safety Consultation
- Contract 970, Kitsap County, Juvenile Health
- Contract 965, Count on Kitsap, Renee Overrath – Youth Serving Sector
- Contract 960, Department of Health, Consolidated Contract

Dr. Scott Lindquist, Director of Health, for the benefit of the new members, reminded the Board of the District's internal review process and criteria for including contracts on the Board's Consent Agenda. There was a brief discussion regarding Contract 970, Kitsap County Juvenile Health and Contract 960, the new Consolidated Contract. Commissioner Garrido moved and Mayor Lent seconded a motion to approve the items on the consent agenda. The motion was approved unanimously.

**PUBLIC COMMENT**

Pam Hamon, from the League of Woman Voters Kitsap, addressed the Board regarding a countywide survey of healthcare in the county --- including primary medical, dental, and

mental healthcare --- which the League recently completed. Copies of the survey were distributed to the Board members present. Mayor Lent asked Hamon to send an electronic version of the survey of the Board. Scott Daniels, Deputy Director, already has an electronic copy of the survey, so he offered to distribute it to the Board. Hamon thanked the Health District's epidemiologists and other staff who assisted with the production of the report.

#### **DIRECTOR'S REPORT**

Dr. Lindquist had no pressing issues to report, but did comment that there is no flu in the County yet. He noted that peak incidence typically occurs in the Pacific Northwest in January. He reminded the Board that getting a flu shot is your best defense against getting the flu.

#### **BOARD OF HEALTH ORIENTATION BOOKS**

Dr. Lindquist gave the Board's newest member, Mayor Tim Matthes, his personal copy of the Board of Health orientation notebook and said that District staff will be sending updated information for some sections of the notebook to Board members who already have notebooks. Dr. Lindquist then walked the Board through key sections of the notebook including key staff contact information; Health District history; state laws (RCWs) pertaining to public health including the responsibility of the County as the payor of last resort for the treatment of patients with active tuberculosis. Council Member Runyon suggested that the notebook be made available in electronic form on the District's website. In a discussion about the notebook, Lindquist suggested taking time in a future board meeting to orient the entire board in place of personally orienting only new members. By general consent, the Board approved this suggestion.

#### **RESOLUTION 2012-01: AMENDING BLYLAWS OF COUNT ON KITSAP TO PREVENT SUBSTANCE ABUSE COALITION**

Dr. Lindquist provided an overview of the history of the Count on Kitsap to Prevent Substance Abuse Coalition and the highlights of the revisions to its bylaws. Mayor Lent commented on page 2, Section V.C. regarding the removal of Council Members, noting that the first bullet allows for a 15-day notice before a member can be removed while the second bullet which covers voluntary termination of member has no parallel time frame, which she suggested should be added. After a further brief discussion, Lindquist told the Board that the District would take the Bylaws back for revision and will bring them back to the Board at a future meeting.

#### **ADJOURN**

There was no further business; the meeting was adjourned at 12:08 p.m.

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**Mayor Becky Erickson, Chair**  
**Kitsap Public Health Board**

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**Scott W. Lindquist, MD, MPH**  
**Director of Health**

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**Board Members Present:** *Mayor Becky Erickson; Commissioner Charlotte Garrido; Commissioner Rob Gelder; Mayor Patty Lent (arriving at 11:27); Mayor Tim Matthes; Council Member Roy Runyon (alternate)*

**Board Members Absent:** *Commissioner Josh Brown*

**Staff Present:** *Cris Craig, Program Manager, Health Information Resources; Scott Daniels, Deputy Director; Keith Grellner, Director, Environmental Health Division; Karen Holt, HR Analyst, Administration; Leslie Hopkins, Management Analyst, Administration; Tracey Kellogg, Accounting Program Manager; Scott Lindquist, Director of Health; Beth Lipton, Epidemiologist, Health Information Resources Program; Maureen Murphy, Human Resources Manager; Shelley Rose, Public Health Educator, Health Information Resources Program;*

**Public Present:** *Pam Hamon, League of Woman Voters, Kitsap*