

KITSAP PUBLIC HEALTH BOARD

Regular Meeting April 2, 2013

The meeting was called to order by Chair Josh Brown at 11:20 a.m.

MINUTES

Mayor Patty Lent moved and Mayor Becky Erickson seconded a motion to approve the minutes for the March 5, 2013, regular meeting. The motion was approved unanimously.

CONSENT AGENDA AND CONTRACT UPDATES

Contracts on the Consent Agenda:

- Contract 960, Amendment 7, Washington State Department of Health, Consolidated Contract
- Contract 1133, Harrison Medical Center, New Parent Support Program

After a brief discussion, Mayor Lent moved and Commissioner Rob Gelder seconded a motion to approve the Consent Agenda.

PUBLIC COMMENT

There was no public comment.

DIRECTORS REPORT

National Public Health Accreditation: Dr. Scott Lindquist, Director of Health, announced that the Health District has applied for accreditation with the Public Health Accreditation Board (PHAB). Cris Craig, Health Information Resources Manager, will be heading up the process which must be completed by March 14, 2014.

Revised Mission and Vision Statement: Dr. Lindquist explained that a Board resolution adopting a vision statement for the District and approving a revision to its current mission statement will be brought to the Board later in today's meeting. He explained that the reason for the resolution was to meet PHAB requirements that each health district have both a mission and vision statement, whereas the District has heretofore had only a mission statement.

Strategic Management System Policy (SMS): Dr. Lindquist presented an updated version of the SMS, and reminded the Board that its overall goal is to insure that the District fulfills its mission and vision statements. Dr. Lindquist explained that the SMS informs how the District creates, implements, monitors and adjusts its Strategic Plan, Quality Improvement (QI) Plan, individual Division and Program work plans, and ultimately, the performance objectives in each employee's Performance Evaluation Form. The District's plans are each informed, in part, by the Kitsap Community Health Priorities (KCHP), the county's community health improvement plan. At the highest level, the District's executive leadership team will guide the SMS. Lindquist explained that the Board, which participated in developing the Strategic Plan and approved the final Plan, will annually review the District's progress in meeting the goals of the plan.

Quality Council Charter: Lindquist presented the District's Quality Council Charter and reported that District staff have already begun to serve their terms on the Council, whose chief aim is to support executive leadership in continually improving District performance, using a quality management approach, and building a culture of quality improvement throughout the organization. The District has largely completed work on two projects using the Plan-Do-Check-Act quality improvement process. Lindquist said results from the two projects will be brought to the Board at a later date so that they can see the quality improvement process in action. When the Quality Council has completed the 2013-2014 Quality Plan, it will also be shared with the Board.

Commissioner Rob Gelder noted that the SMS and Quality Council Charter would be useful for County work, and requested permission to use these documents as guides for similar work the County is beginning on quality assurance.

COUNTY HEALTH RANKINGS AND HEALTH INDICATORS

Dr. Lindquist explained that the recently released nation-wide County Health Rankings is produced as a collaborative effort by the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute. This document examines nationally available health data at the county level beginning in 2010. Lindquist explained that each year when these results are released, he goes over the report with the District's epidemiology staff as the data relates to the District's Health "report card" that the District releases annually. Lindquist commented that while the health ranking report is interesting, the District's report card is actually more valuable because it is most relevant to our work in Kitsap County.

He then introduced Ms. Siri Kushner, Lead Epidemiologist for the District, to review the health ranking report and the District's health indicators. Ms. Kushner reviewed the six focus areas of the national health ranking report and explained that the goal of the ranking report is to raise awareness regarding the health of residents within a county. The rankings assess the relative health of residents using morbidity and mortality measures and the relative health of the residents of the county. Kushner explained that the rankings cannot be compared year to year because the dataset has changed from year to year and that it is also not possible to compare counties from state to state for that reason.

Kushner then introduced the District's most recent draft Kitsap County Core Public Health Indicators report which should be finalized soon. She explained that the District has issued this indicator data since 2006 and uses the same core datasets year to year with some additions as new data becomes available. The District's indicators are useful in tracking trends over time to help identify priorities for programs and policies because the datasets are generally the same year to year. Within the five sections of the report, Kushner pulled out the trends that reveal worsening trends for discussion purposes. Finally, Kushner explained that the county health rankings provide national-level data which allows a comparison of health status in counties within their state while the District's Health Indicators provide data that makes it possible to look at trends over time and provide statistically valid comparisons.

In the Board discussion that followed, Dr. Lindquist assured the Board that the Health Rankings will be used to help the Board set priorities for next year's budget.

UPCOMING WASHINGTON STATE FOOD REGULATIONS

Mr. Keith Grellner, Director of Environmental Health, and Ms. Bonnie Petek, Food and Living Environment Program Manager, provided general information to the Board about the reason for, and scope of, a proposed ordinance to update Kitsap's food service rules which will be brought to the Board at the May meeting. Grellner explained that the food service rules adopted locally are the same as the state's food service rules which were updated last year with an implementation date of May 1, 2013. The local ordinance will adopt the state rules by reference with some additions for local circumstances. Grellner assured the Board that local food service establishments are aware of these changes through the District's quarterly newsletter that goes to all local establishments that the District inspects.

KITSAP PUBLIC HEALTH BOARD ORDINANCE 2013-01: SMOKING IN PUBLIC PLACES ORDINANCE

Keith Grellner presented the updated Smoking in Public Places Ordinance as proposed by the Board's Policy Committee and incorporating Board comments from the March Board meeting. Grellner reminded the Board that it became necessary to update the Board's existing ordinance to make it consistent with changes to RCW 70.160; to deal with impacts from recently passed Initiative 502 relating to marijuana use; and to update the definitions for "smoke or smoking", "employer", "employee", and "open to the public", and to clarify the definition of a "place of employment". Grellner said that this ordinance has been put out for public comment through a media release and by posting it on the District's website. No public comment was received.

Chair Brown opened the public hearing for Ordinance 2013-01 for comment at 12:08. Seeing no public comment, Chair Brown closed the public hearing at 12:08. Commissioner Gelder moved and Mayor Erickson a motion to approve Ordinance 2013-01: Smoking in Public Places Ordinance. The motion passed unanimously. Chair Brown thanked Shelley Kneip, Kitsap County Prosecuting Attorney, for her help in drafting this ordinance.

RESOLUTION 2013-04: ADOPTING MISSION AND VISION STATEMENTS AND APPROVING RELATED REVISIONS TO THE HEALTH DISTRICT PERSONNEL MANUAL

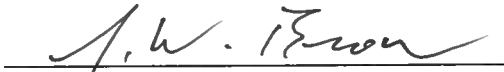
Dr. Lindquist introduced the revised mission and vision statements as required by PHAB accreditation standards. The District is proposing the District's revised mission and new vision statement to be:

- **Mission Statement:** The Kitsap Public Health District prevents disease and protects and promotes the health of all persons in Kitsap County.
- **Vision Statement:** Striving to make Kitsap County a safe and healthy place to live, learn, work and play.

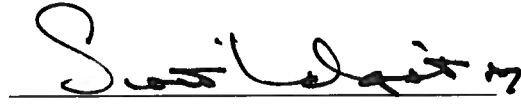
After a brief discussion, Mayor Erickson moved and Mayor Lent seconded a motion to approve Resolution 2013-04: Adopting Mission and Vision Statements and Approving Related Revisions to the Health District Personnel Manual. The motion passed unanimously.

ADJOURN

There was no further business; the meeting was adjourned at 12:15 p.m.



Commissioner Josh Brown, Chair
Kitsap Public Health Board



Scott W. Lindquist, MD, MPH
Director of Health

Board Members Present: *Commissioner* Josh Brown; *Council Member* Sarah Blossom; *Mayor* Becky Erickson; *Commissioner* Charlotte Garrido; *Commissioner* Rob Gelder; *Mayor* Patty Lent; *Mayor* Tim Matthes

Board Members Absent: None

Staff Present: Karen Boysen-Knapp, *Public Health Educator, Health Information Resources Program*; Cris Craig, *Program Manager 2, Health Information Resources Program*; Scott Daniels, *Deputy Director*; Yolanda Fong, *Public Health Nurse, Advanced Practitioner, Health Information Resources Program*; Keith Grellner, *Director, Environmental Health Division*; Karen Holt, *Human Resources Analyst, Administration*; Leslie Hopkins, *Management Analyst, Administration*; Shelley Kneip, *Prosecutor, Kitsap County*; Siri Kushner, *Epidemiologist 2, Health Information Resources Program*; Scott Lindquist, *Director of Health*; Maureen Murphy, *Human Resources Manager*; Bonnie Petek, *Food and Living Environment Program Manager*; Suzanne Plemmons, *Director, Community Health Division*; Shelley Rose, *Public Health Educator, Health Information Resources Program*.

Public Present: Monte Levine, *self*; Brynn Grimley, *Kitsap Sun*