

# **KITSAP PUBLIC HEALTH BOARD**

## **Regular Meeting**

**August 5, 2014**

The meeting was called to order by Board Chair, Mayor Patty Lent, at 11:08 a.m.

### **MINUTES**

Mayor Tim Matthes moved and Council Member Sarah Blossom seconded a motion to approve the minutes for the July 1, 2014, regular meeting. The motion was approved unanimously.

### **CONSENT AGENDA**

The following contracts were included on the regular Consent Agenda:

- Contract 240, Amendment 1, Kitsap County: *Real Estate Contract and Security Agreement\**
- Contract 609, Amendment 4: Washington Health Care Authority, *Medicaid Administrative MAC*
- Contract 1220: Harrison Medical Center: *New Parent Support – Lactation Support*

Contract with an “\*” was reviewed and verbally approved for signature by Mayor Patty Lent (Board Chair) and Commissioner Rob Gelder (Board Vice-Chair) on July 2, 2014, and included on the Consent Agenda to be affirmed by the Board today. Mayor Matthes moved and Council Member Blossom seconded a motion to approve the contracts on the Consent Agenda, including the contracts signed update, and the warrant and Electronic Funds Transfer register. The motion was approved unanimously.

### **PUBLIC COMMENT**

Mr. Joe Roszak, Executive Director of Kitsap Mental Health Services, addressed the Board to urge its support for a three-county Accountable Community of Health (ACH) composed of Kitsap, Jefferson, and Clallam Counties. He also said that the deadline to submit the proposal to the Health Care Authority is the end of September, so time is short.

### **HEALTH OFFICER’S REPORT/ADMINISTRATOR’S REPORT**

Dr. Scott Lindquist, Health Officer, joined the Board meeting by telephone. In his report, he discussed the recent norovirus outbreak at Horseshoe Lake that occurred the weekend of July 12-13. He explained that the District began receiving the first reports of nausea, vomiting, and diarrhea on Saturday July 12 from residents who had visited the park. He said that by the middle of the following week, the District had received over two hundred reports of illness. The District closed the park on July 14. Lindquist explained that norovirus is a common cause of food and water-borne illness. He said the pathogen was identified by testing stool samples from victims of the illness. Molecular tests of the lake water were negative for norovirus, although Lindquist said it is very difficult to detect norovirus in water with current technology. He noted that it was also possible that the infections occurred as a result of contamination in the restrooms at the lake and/or at drinking fountains. After the facilities at the park were thoroughly cleaned and repeat samples were negative, the park was re-opened for public use. Lindquist commented that this is the second such outbreak at Horseshoe Lake within the last five years.

Dr. Lindquist announced that he has submitted his letter of resignation as Health Officer to accept the position of State Epidemiologist and Assistant Health Officer for the State of Washington. His last day at the Health District will be September 15. He said he has enjoyed his time at the Health District and left only because this new position offers him an opportunity to focus on communicable disease prevention and response to outbreaks.

Mr. Scott Daniels, Administrator, followed up on Dr. Lindquist's summary of the Horseshoe Lake outbreak to comment that this story received national attention in the news media, including a feature this Friday on ABC's news magazine 20/20 featuring two Health District employees and two families who fell victim to the illness. Daniels thanked Karen Bevers, the District's new Public Information Officer, for her deft handling of the event after only three weeks in her new position.

Mr. Daniels also reported that Mayor Lent and Mayor Becky Erickson attended the exit interview with the State Auditor's Office regarding the District's 2013 financial audit. The District received a clean audit report with no findings.

Mr. Daniels advised the Board that at the September Board meeting he will be recommending that the District participate in a three-county configuration --- with Clallam and Jefferson Counties --- for an Accountable Community of Health under the Washington State Health Care Innovation Plan. Daniels noted that all the stakeholders currently engaged in the three county region support this configuration. He commented that this configuration parallels the configuration recently recommended by the legislative Adult Behavioral Health System Task Force for a Regional Service Area for purchasing of mental health and substance abuse treatment services. Mayor Lent asked the Board for discussion or comment. Mayor Erickson said she would hold her comments for the discussion at the September meeting.

## **HEALTH OFFICER RECRUITMENT**

In light of Dr. Lindquist's resignation, Mr. Daniels asked that the Board delegate authority to himself and staff to lead the recruitment process for a new Health Officer, since the Health Officer directly works under an employment agreement with the Board. He also noted that the Board's Personnel Committee has only two members and asked the Board to consider nominating a third member to assist in the recruitment process. After a brief discussion, Commissioner Rob Gelder moved and Mayor Matthes seconded a motion to delegate authority to Scott Daniels as the Health District's Administrator and staff to direct the recruitment process for a new Health Officer. The motion passed unanimously.

Mayor Lent asked that she be added to the Personnel Committee as a third member which was approved by consensus.

Mr. Daniels referred to the recruitment packet distributed at the meeting which provides a summary of salaries for a Health Officer and Health Officer/Administrator in comparable local health jurisdictions across the state. Daniels suggested that, with the recent realignment of duties between the Administrator and Health Officer, posting the Health Officer position as a 0.8 FTE instead of full-time would be reasonable. As part of salary negotiation, Daniels requested that the Board allow some flexibility in the salary negotiation of up to five percent. Additionally, he


suggested that offering tuition loan repayment up to \$12,000 per year and relocation assistance might be a helpful in recruitment. After discussion, it was agreed by consensus that a five percent variance in salary above the 0.8 FTE was acceptable, that student loan repayment could be useful in employment negotiations but should not be advertised, and that relocation assistance could be negotiated.

Mr. Daniels said that the position requirements would include providing medical support at the County's Juvenile Detention Facility. He also confirmed that Dr. Lindquist had agreed to allow the District to continue to use his medical license for standing orders and vaccine orders until a new Health Officer has been hired.

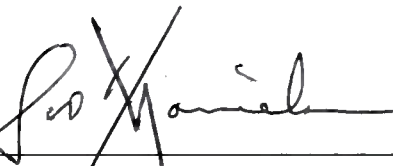
In discussing the recruitment process, it was agreed that District staff would handle the logistics of the recruitment process while the screening of applicants would be handled by Dr. Lindquist working with the Personnel Committee. With regard to the logistics of the screening process, it was agreed that Skype could be used for first interviews for prospective applicants who live at a distance, but that final interviews should be in-person with an allowance for travel and lodging. Mayor Erickson suggested that the Personnel Committee consider two panels for the final interviews: one composed of technical staff, and a second for staff.

#### ADJOURN

There was no further business; the meeting was adjourned at 11:40 a.m.



**Mayor Patty Lent, Chair**  
**Kitsap Public Health Board**



**Scott Daniels**  
**Administrator**

**Board Members Present:** *Council Member Sarah Blossom; Mayor Becky Erickson (by telephone); Commissioner Rob Gelder (arrived at 11:14 a.m.); Mayor Patty Lent; Mayor Tim Matthes*

**Board Members Absent:** *Commissioner Charlotte Garrido; Commissioner Linda Streissguth*

**Staff Present:** *Karen Bevers, Communication Coordinator/Public Information Officer, Administration; Scott Daniels, Administrator; Katie Eilers, Assistant Director, Community Health Division; Kathy Greco, Confidential Secretary, Administration; Keith Grellner, Director, Environmental Health Division; Karen Holt, Acting Human Resources Program Manager, Administration; Leslie Hopkins, Program Coordinator 2, Administration; Scott Lindquist, Health Officer (by telephone)*

**Public Present:** *Joe Roszak, Kitsap Mental Health Services*