

KITSAP PUBLIC HEALTH BOARD

Regular Meeting

January 6, 2015

The meeting was called to order by the Board Chair, Mayor Patty Lent, at 1:45 p.m.

ELECTION OF BOARD CHAIR AND VICE-CHAIR

Commissioner Charlotte Garrido moved and Councilperson Sarah Blossom seconded the motion to nominate Commissioner Robert Gelder as the Kitsap Public Health Board Chair for 2015 and Mayor Becky Erickson as the Kitsap Public Health Board Vice-Chair for 2015. The motion was approved unanimously. Mayor Patty Lent then passed the gavel to Commissioner Robert Gelder for the remainder of the meeting.

ASSIGNMENTS TO THE 2015 BOARD FINANCE AND OPERATIONS COMMITTEE, POLICY COMMITTEE, AND PERSONNEL COMMITTEE

Board members discussed the current committee assignments and expressed their preliminary preferences for committee assignments in 2015 as follows: the Finance and Operations Committee would remain Mayor Becky Erickson, Commissioner Charlotte Garrido, and Mayor Patty Lent; the Policy Committee would remain Mayor Becky Erickson, Commissioner Robert Gelder, and Mayor Tim Matthes; the Personnel Committee would include Councilperson Sarah Blossom, Mayor Patty Lent and newly appointed Commissioner Edward Wolfe. Mayor Lent moved and Commissioner Garrido seconded the motion to approve the assignments to the 2015 Board Finance and Operations Committee, Policy Committee and Personnel Committee. The motion carried unanimously.

MINUTES

Commissioner Garrido moved and Mayor Lent seconded the motion to approve the minutes for the December 2, 2014 regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The contracts on the consent agenda included:

- 1330 Jefferson County, *Nurse Family Partnership Supervision*
- 1316 Washington State Department of Health, *Consolidated Contract*
- 1301 Kitsap Public Health Board, *Employment Agreement, Scott Daniels*
- 1188 Amendment 1, Jefferson County, *Nurse Family Partnership, Thrive by Five*
- 1135 Amendment 2, Washington Health Benefit Exchange, *In-Person Assister Program*

Commissioner Garrido moved and Mayor Erickson seconded the motion to approve the consent agenda, including the contracts update and warrant and Electronic Funds Transfer register. The motion was approved unanimously.

PUBLIC COMMENT

There was no public comment.

HEALTH OFFICER'S REPORT/ADMINISTRATOR'S REPORT

Susan Turner, MD, Health Officer, thanked the Board for the opportunity to join the District and stated it was an honor to be the new Health Officer. She presented a hand-out on influenza that showed the types of viruses being identified by the University of Washington lab, the number and percentage of lab tests done at four Seattle labs that are positive for flu and other respiratory infections, and the percentage of visits reported by sentinel providers in Washington. She briefly reviewed the data and explained that the District has observed an increase of flu over the last several months indicating that it is flu season. The flu infections this season seem to be a slightly different H3N2 strain than the ones covered by the vaccine; however, the vaccination still covers other flu strains and can provide some cross coverage. She reviewed what the Health District is doing about the current flu season and what people can do to protect themselves and their families. Dr. Turner said she hopes, in the future, to improve our ability to share more information about what is happening locally in Kitsap County with the Board and local providers.

Scott Daniels, Administrator, stated that at the last Board meeting the Board asked that the fee schedule and the new ordinance for the Food Service Regulations be linked on the District's website in an easily accessible location. He shared with the Board that this had been done. Mr. Daniels then deferred to Mayor Lent.

Mayor Lent asked Mr. Monte Levine from the audience to step forward. She shared that Mr. Levine has directed the all-volunteer Ostrich Bay syringe exchange for the past seventeen years. He ran the exchange seven days a week, all hours of the day and night. She said he was always available to those in need and through his efforts people have always had access to clean needles and been able to dispose of used syringes, thereby minimizing the spread of disease. She stated that the Board and the District are grateful for his service to the community. On behalf of the Board and District, she then presented a personalized plaque to him and graciously thanked him for his years of service.

RESOLUTION 2015-01: APPROVING THE KITSAP PUBLIC HEALTH DISTRICT LEGISLATIVE PRIORITIES FOR THE 2015 LEGISLATIVE SESSION

Mr. Daniels stated that each year the District asks the Board for approval of legislative priorities to allow the District to advocate on behalf of key legislative priorities in session. He outlined in detail the District's proposed 2015 legislative priorities. They included five priorities adopted by the Washington State Association of Local Public Health Officials in their 2015 Legislative Agenda: 1) Establishing Statutory Clarity for Pharmaceutical Prescribing and Dispensing by Local Public Health Jurisdictions, 2) Adverse Childhood Experiences (ACEs) Resolution, 3) E-Cigarette Legislation, 4) Protecting Puget Sound through Funding and Implementing Local Onsite Sewage Program Management Plans, and 5) Supporting Efforts to Provide State Funding for Local Public Health Jurisdictions. A sixth priority, Biotxin Testing for Diarrhetic Shellfish Poisoning, was included in the Washington State Department of Health's 2015 Request Legislative Agenda. The seventh priority, previously approved by the Board as a priority for the 2014 legislative session, was recommended to be carried forward to 2015: Establishing Authority for Local Public Health Districts in Washington State to Act as Their Own Fiscal

Agents. Mayor Lent asked the District to provide one-page summary documents to the Board members for each of the priorities. She said the summary sheets would be helpful to Board members to use in their meetings with legislators in Olympia. Mr. Daniels stated he would provide those to the Board. Mayor Lent then moved and Commissioner Garrido seconded the motion to approve Resolution 2015-01: Approving the Kitsap Public Health District Legislative Priorities for the 2015 Legislative Session. The motion was approved unanimously.

PORT GAMBLE LARGE ONSITE SEWAGE SYSTEM OPERATION AND MAINTENANCE AUTHORIZATION

Keith Grellner, Environmental Health Division Director, stated that last month the District was approached by Kitsap Public Utility District (KPUD) to request Board authorization to conduct operation and maintenance services on the proposed new Large Onsite Sewage System (LOSS) that would serve Port Gamble. RCW 54.16.310 provides that KPUD must receive approval from the local health authority (Kitsap Public Health Board) to legally provide operation and maintenance services for the LOSS. Due to the complexity of operating, maintaining, and funding a LOSS that will serve many privately-owned parcels, Mr. Grellner stated that it is the District's view that a special purpose district, such as KPUD, is the best option for performing operation and maintenance for the Port Gamble LOSS. Mr. Grellner stated that KPUD has an excellent track record operating and maintaining many of the public water systems in Kitsap County.

Mr. Grellner next welcomed Mr. Bob Hunter, General Manager of KPUD. Mr. Hunter stated that KPUD has been approached by a state legislator, Olympic Property Group (OPG), and two local Tribes to become involved in wastewater services because of installation of the new Port Gamble Large Onsite Sewage System. The current sewage system is very old and failing and requires replacement. Mr. Hunter explained that there was a \$2,000,000 state appropriation made in 2012 that requires a government entity to provide oversight and management of the construction of the new LOSS. He said currently water is dumped into the Puget Sound or Hood Canal through a discharge pipe and KPUD would prefer to get the highly treated sewage effluent back into the ground via a LOSS with an upland drainfield.

Once the LOSS is constructed, KPUD also wants to operate and manage the new LOSS. In November 2015, KPUD will take this proposal to a public vote for sewer LOSS operation and maintenance authority. He explained that in the interim they are hoping to get the resolution passed by this Board which would allow KPUD to operate and maintain the infra-structure. The current KPUD business model does not include the operation and maintenance of LOSS; therefore they are seeking Board approval to do so in accordance with the RCW. Mr. Hunter explained that there is an Interlocal Agreement with Mason County PUD #1 who will be the owner of the LOSS infrastructure until KPUD gets authority. Mr. Hunter then asked the Board if they had any questions.

Commissioner Gelder asked if Mason County PUD #1 is the PUD operating the Belfair treatment facility. Mr. Hunter clarified that Mason County PUD #1 is not the same owner/operator of the Belfair treatment facility.

Mayor Becky Erickson expressed the need for more detailed information, in writing, on several components of the project. Mr. Hunter stated that he has that information and would send it to Mr. Grellner who could then provide it to the Board. If the Board has further questions, Mr. Grellner said they should be directed to him prior to the next Board meeting. Commissioner Gelder thanked Mr. Hunter.

LABORATORY SERVICES REQUEST FOR PROPOSAL

Mr. Grellner stated that in accordance with District Policy A-23, "Purchasing", Section C.8, the District is requesting Board ratification to reject previously requested quotations for environmental laboratory services so the District can initiate a new Request For Proposal (RFP) process for this work. He explained that the need for lab services has grown. In October 2014, the District issued an RFP for Analytical Laboratory Services for analysis of environmental water samples collected by the Water Pollution Identification and Correction Program. The solicitation was for a three-year period (2015-2017) and the estimated value of the contract at current market rates was approximately \$100,000/year. Three local laboratories submitted quotes and in November 2014 the District made a preliminary award offer. One of the laboratories that was not awarded the work lodged a protest alleging problems with the District's process and demanded the District award them the contract. Mr. Grellner stated that after reviewing the protest with legal counsel, the District decided to cancel and withdraw the bid process and preliminary award, and rebid the contract to address the protest issues, and ensure that the bid process is clear and perceived as fair to all bidders. He explained that the protesting laboratory then lodged a second protest against the District's decision to rebid. After further review with the District's attorney, it was concluded that the RFP and evaluation process could have been clearer, but that no laws had been violated. The District's attorney advised that the District and Board have the authority to cancel the previous bid process and rebid the contract for environmental laboratory services. Mayor Patty Lent moved and Commissioner Garrido seconded a motion to approve the ratification to reject quotations for previous environmental laboratory services and support a new RFP process. The motion carried unanimously.

KITSAP COMMUNITY HEALTH PRIORITIES (KCHP) WORKING GROUP AND 1422 GRANT UPDATES

Kitsap Community Health Priorities (KCHP) Working Group Update: Katie Eilers, Community Health Division Assistant Director, announced that on December 16, 2014, the District, Kitsap Community Foundation, United Way, and the Suquamish Tribe hosted a community forum to collectively discuss ways to prevent Adverse Childhood Experiences (ACEs), one of the four priorities identified during the 2014 Kitsap Community Health Priorities process. Ms. Eilers stated that over 50 representatives from local non-profit organizations, school districts, social service organizations and government entities attended the forum to discuss several potential strategies to address ACEs in the community. The group will reconvene in early 2015 to identify a common agenda around ACEs prevention and prioritize strategies for engagement.

1422 Grant Update: Ms. Eilers shared that the District was awarded a four-year competitive 1422 Grant in the amount of \$300,160 per annum by the Washington State Department of Health, Division of Prevention and Community Health, Office of Healthy Communities. She

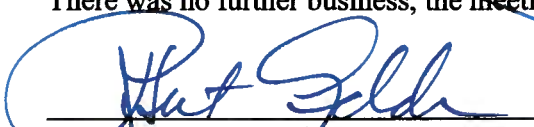
explained that the grant will support a collaborative, regional approach to chronic disease prevention. The project, entitled Healthy Communities Obesity, Diabetes, Heart Disease and Stroke Prevention Program, involves partners in Kitsap, Clallam, and Jefferson Counties including Harrison Medical Center, the YMCA of Pierce and Kitsap Counties, Bremerton Housing Authority, Peninsula Community Health Services, Kitsap Mental Health Services, Volunteers in Medicine Olympics Clinic, Dungeness Wellness Clinic, and six Tribal partners. Mr. Daniels thanked Ms. Eilers for her hard work on the 1422 grant application and Board and attendees gave Ms. Eilers a round of applause.

IN-PERSON ASSISTER PROGRAM UPDATE

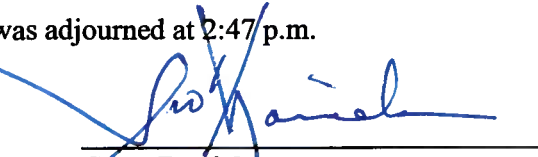
Kerry Dobbelaere, Clinical Services Program Manager, introduced Public Health Educators Shelly Rose and Pat Degracia, and Public Health Nurse Johanna Hanssen-Keller, who work in the District's In-Person Assister Program. Ms. Rose stated that they take calls from all over the state to assist residents who want to sign up for health insurance through the Washington State Health Finder Program. Ms. Degracia announced that Washington State is the fourth most successful state at reducing the number of uninsured. She reviewed the enrollment numbers broken down by cities in South Kitsap, Central Kitsap, and North Kitsap. Ms. Johanna Hanssen-Keller gave an overview of what it takes to enroll a person into the program. Some enrollment is conducted over the phone, and some is done face-to-face. In-Person Assister team personnel provide a wide-variety of resources, including speaking Spanish to the Hispanic population, linking people to in-house resources, and connecting them with schools, Early Head Start, and WIC services in the community. The team also continues to provide help and guidance to assist enrollees with connecting to the healthcare system, if needed, after enrollment. Mayor Lent thanked the team for a very remarkable job.

ADJOURN

There was no further business; the meeting was adjourned at 2:47 p.m.



Robert Gelder, Chair
Kitsap Public Health Board



Scott Daniels
Administrator

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

Staff Present: *Karen Bevers, Communications Coordinator/Public Information Officer; Karen Boysen-Knapp, Healthy Communities Specialist, Chronic Disease Prevention Program; Scott Daniels, Administrator; Susan Turner, Health Officer; Kerry Dobbelaere, Program Manager 2, Clinical Services Program; Katie Eilers, Assistant Director, Community Health Division; Yolanda Fong, Public Health Nurse Supervisor, Chronic Disease Prevention Program; Kathy Greco, Confidential Secretary, Administration; Keith Grellner, Director, Environmental Health Division; Karen Holt, Provisional Human Resources Manager, Administration; Leslie Hopkins,*

Program Coordinator 2, Administration; Nicola Marsden-Haug, Epidemiologist 2, Administration; Suzanne Plemmons, Director, Community Health Division; Shelley Rose, Public Health Educator, In-Person Assister Program; Danielle Schaeffner, Health Specialist 1, Built Environment/Chronic Disease Prevention Program; Pat Degracia, Public Health Educator, In-Person Assister Program; Kimberly Jones, Environmental Health Specialist, Pollution Identification and Correction Program; Stuart Whitford, Program Manager, Pollution Identification and Correction Program; Johanna Hanssen-Keller, Public Health Nurse, In-Person Assister Program; Betti Ridge, Social Worker 2, Clinical Services Program; Lisa Linden, Social Worker 2, Clinical Services Program; Siri Kushner, Epidemiologist 2, Administration; Ruth Westergaard, Community Liaison, Public Health Emergency Preparedness and Response Program; Dana Brainerd, Public Health Nurse, Clinical Services Program; Grant Holdcroft, Senior Environmental Health Specialist, Solid and Hazardous Waste Program; Eva Crim, Environmental Health Specialist 3/Field Supervisor, Pollution Identification and Correction Program; John Kiess, Program Manager, Drinking Water and Onsite Sewage Permitting Programs.

Public Present: Monte Levine, *self*; Cal Bodentach, *Kitsap Transit*; John Poppe, *Kitsap Public Utility District*; Robert Hunter, *Kitsap Public Utility District*.