

**KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Regular Meeting
April 3, 2018**

The meeting was called to order by Board Chair, Mayor Becky Erickson at 1:48 p.m.

REVIEW AND APPROVE AGENDA

There were no changes to the agenda.

BOARD MEETING MINUTES

Commissioner Rob Gelder moved and Commissioner Charlotte Garrido seconded the motion to approve the minutes for the March 6, 2018, regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The April consent agenda included the following contracts:

- 1560 Amendment 1 (1760), *City of Bremerton, Reimbursement Agreement*
- 1653 Amendment 1 (1766), *Jefferson County Public Health, Mental Health/Substance Abuse*
- 1770, Port Gamble S’Klallam Tribe, *Food Inspection Agreement*
- 1796, *Clallam County, Secure Medicine Return*
- 1816, *Washington State Department of Health, Rate Agreement*

Mr. Keith Grellner, Administrator, informed the board of two corrections that were made to the consent agenda before the meeting: Contract 1796 with Clallam County was inadvertently omitted from the consent agenda, but was emailed to the Board on April 2; and Contract 1770 with Port Gamble S’Klallam Tribe was incorrectly listed on the consent agenda as “Port Gamble Suquamish Tribe”, and has also been corrected. All corrections have been made in the record, online and in the Board packets handed out at this meeting.

Mayor Kol Medina moved and Commissioner Gelder seconded the motion to approve the consent agenda as amended, including the Contracts Update and Warrant and Electronic Funds Transfer Registers.

Commissioner Gelder asked for clarification about contract 1796 with Clallam County. He noted that there was an hourly rate listed in the contract for services, however the amount to the Health District was noted as \$0. He asked if the Health District was expecting any revenue to cover the time invested by Health District staff. Mr. Grellner explained that the Health District is acting as a consultant to Clallam County and does expect revenue but does not yet know how much. The consulting will only be done as needed and the Health district’s estimate for revenue is under \$2,000.

The motion was approved unanimously.

PUBLIC COMMENT

There was no public comment.

HEALTH OFFICER/ADMINISTRATOR'S REPORT

Health Officer Update:

Dr. Susan Turner, Health Officer, provided the Board with an update on flu season and gave the Board a copy of the Kitsap Respiratory Illness Report for the week of March 19th through the 25th. She explained that there has been a resurgence of emergency department visits and positive flu tests in Kitsap. She also said there have been 12 long-term care facilities affected by flu and 11 deaths associated with the flu in the Kitsap. She said there has been an increase in Influenza B test results. Additionally, she said Washington State and parts of the United States (except the Midwest where flu activity is declining) are seeing a similar trend. She also said the Health district has begun receiving hospital capacity reports from CHI Franciscan, and although Harrison Medical Center has been quite full, not many admissions occurred this reporting period due to flu.

Dr. Turner said the Centers for Disease Control and Prevention (CDC) did their annual effectiveness evaluation of this year's seasonal flu vaccine and found it to be 36% effective, which, although low, is 19% better than Canada's findings and 26% better than Australia's findings. She said there is still room for improvement. She also said to continue to implement good infection prevention practices, such as washing your hands, due to the current level of flu activity.

Mayor Erickson commented that the graph peaked quite high this year. Dr. Turner agreed and said the Health District staff is pleased to have the local data available from the national ESSENCE database.

Next, Dr. Turner provided the Board with an update on healthier kids' meals at fast food restaurants. She said she emailed Board members an announcement from the McDonald's corporation describing their changes to "happy meals". As anticipated, she said, the Centers for Science in the Public's Interest (CSPI) issued comments in response. CSPI said McDonald's adopted nutritional standards for their meals that are similar to expert standards, in addition to their prior implementation of shrinking the portion size of kids' fries and dropping soda from the kids' menu. She said that many restaurant chains have already dropped soda from their kids' menus, however, 75% of the top restaurant chains still encourage sugary drinks in their children's offerings. CSPI's statement highlights that some states and localities have passed their own healthier restaurant kids' meal policies. Most of them make healthier options like water and milk the default beverages for children's meals. The CSPI statement reminds all that sugary drinks are a top source of calories in children's diets, offering little to no nutritional benefit and contributing to obesity and diabetes. The statement also highlights that designating particular foods and beverages as children's menu items or bundling them together as children's

meals is a powerful form of marketing that helps to establish food norms for children, which affects their preferences and lifelong eating patterns. She said that making healthier beverages the default can improve children's diets now and over their lifetimes.

Next, Dr. Turner provided the Board with an update on County Health Rankings. She said The Robert Wood Johnson Foundation (RWJF) and the University of Wisconsin released their annual County Health Rankings last week. She said the Board may recall this is a within-state comparison of counties on "health outcomes" and "health factors", that emphasizes the many non-healthcare contributors to health. She said the model is a very positive thing, but since this is a national assessment it must use nationally available data, which for the most part is old and does not represent the whole population. She explained that it is a good double check on Kitsap's health indicators, and the results look very similar. She also noted that the rankings included race-specific statistics on a few indicators by combining several years of data to develop statistical significance. She explained that the Health District has not done that with Kitsap's indicators, because they didn't want to display aged data, but are discussing the benefits of using something like 3-year-rolling averages to express Kitsap data by race. She said this would help the Health District to prepare for the 2019 KCHP process, so that they can display race-specific information to better evaluate the presence of health disparities and energize our community to target resources to eliminate them.

Lastly, Dr. Turner said the Washington DOH is offering the opportunity to comment on packaging for sealed e-cigarette liquids. Dr. Turner said she researched what the United Kingdom (UK) has done and made recommendations accordingly. She noted that the UK has done thorough research in this area and their e-cigarette market is far more regulated than ours.

There was no further comment.

Administrator Update:

Mr. Grellner, provided the board with a legislative update. He said House Bill 1047 (HB 1047) was signed by Governor Inslee on March 22 and has an effective date of June 1, 2018. He explained that the new law requires that:

- Drug manufacturers submit a drug take-back plan to the Washington DOH by July 1, 2019
- Each population center must have a minimum of one collection site, plus one additional collection site for every 50 thousand residents within the population center (city or town plus 10-mile radius of unincorporated area)
- Mail-back options for underserved areas
- Education and promotion efforts
- Paid for by manufacturers
- Annual reporting
- Review and update plan every 4 years
- Enforcement authority to DOH
- Kitsap's local program will be effective until at least July 1, 2020.

Mr. Grellner added that the local program in Kitsap currently has 11 kiosks available, mainly at Peninsula Community Health Services, Kaiser Permanente, and the Bainbridge Island Police Department. There is also a mail back option upon request.

Lastly on medicine return, Mr. Grellner said the Health District co-signed a letter with the health departments of Clallam, King, Pierce, Skagit, Snohomish, and Whatcom counties to Walmart asking the company to stop promoting a gel product and regular garbage disposal of medicine, and instead join the kiosk program. The gel product/garbage disposal method has not been tested or approved as safe, and the Health District has concerns that while this method may keep medicine out of the hands of children or others, it will not prevent environmental contamination, which is also an important element of the program and new law. He also explained that several pharmaceutical companies partnered with Walmart to promote this gel product.

Commissioner Gelder commented that the gel may also cause environmental contamination. Mr. Grellner agreed.

Mayor Erickson asked which pharmaceutical companies were involved in the promotion of this gel product. Mr. John Kiess, Environmental Health Director, explained that there was a consortium of pharmaceutical companies involved. Mr. Grellner said these pharmaceutical companies promoted the gel with the intent to save money by not participating in the secure medicine return programs. However, he noted, many people testified against the gel product and in support of the statewide secure medicine return bill, which legislature approved.

Next, Mr. Grellner reminded the Board that it approved Contract 1749, Consolidated Contract Amendment 1, with the Washington DOH. He explained that the contract amendment included \$5,000 per year to the Health District for funding a new project for blood lead level investigations for children. He said it is recommended that children between the ages of 18 and 36 months get their blood tested for lead. He said that DOH notifies the Health District anytime there is an elevated blood level found in a child in Kitsap. The Health District will receive \$500 of funding per child to send a Solid and Hazardous Waste employee to the child's home to talk with the family and investigate the source of lead. If a second visit is required, a nurse from the Nurse-Family Partnership program will also follow up with the family. Mr. Grellner said Health District considers this a Foundational Public Health Service. He said Kitsap typically has not had as high of a percentage of children with elevated blood-lead levels as compared to Snohomish or King counties, but there are a few instances in Kitsap.

Mayor Erickson asked if this is primarily due to lead-based paint. Mr. Grellner explained that traditionally lead-based paint has been the targeted source, however investigations are now also finding that parental occupation can be a source. He said parents who work in industrial sites could get lead-contamination on their clothing and bring it into the home environment. Additionally, he said some parental hobbies, such as jewelry or tackle gear making, can be a source of lead contamination. He said this project will allow the Health District and DOH to collect more data to determine what the sources of lead are.

Next, Mr. Grellner informed the board that the first week of April is Public Health Week.

Lastly, Mr. Grellner said Health District staff will email the board to determine their availability for quorum at the July 3rd regular meeting, since it immediately precedes a holiday.

There was no further comment.

RESOLUTION 2018-03 APPROVING REVISIONS TO HEALTH DISTRICT PERSONNEL RULES

Mr. Grellner approached the Board regarding Board approval of Resolution 2018-03, Approving Revisions to the Health District Personnel Manual, to address the paid sick leave requirements of the initiative as outlined in Washington State Legislature RCW 49.46.200. Initiative Measure No. 1433, which was approved by Washington voters in fall 2016, contains four primary changes to state law:

- Requires employers to provide paid sick leave to most employees beginning January 1, 2018.
- Increases the minimum wage over the next several years.
- Ensures tips and service charges are given to the appropriate staff.
- Protects employees from retaliation when exercising their rights under the minimum wage requirements and Labor Standards Act.

Starting January 1, 2018, employers in Washington are required to provide most of their employees with paid sick leave. Employees must accrue paid sick leave at a minimum rate of one hour of paid sick leave for every 40 hours worked which must be paid to employees at their normal hourly compensation. Additionally, employees are entitled to use accrued paid sick leave beginning on the 90th calendar day after the start of their employment.

To comply with the paid sick leave requirement, the District will maintain the current leave accrual system it has in place with minimal changes. New employees will now have access to their General Leave accrual beginning on the 90th calendar day after the start of their employment for absences as defined by the new law. Requests for vacation, etc., will be allowed only after successful completion of the probationary period, usually six months, as has been our practice historically. Represented employees will be allowed to accrue more than 360 hours of general leave throughout the year, with a cap of 360 hours at year-end. This is consistent with the District's practice for unrepresented and managerial staff. Extra-help, hourly staff, will now accrue one hour for every 40 hours worked, consistent with the law, with no other leave provisions. Previously, extra-help/hourly staff did not accrue leave. Currently, the District has no extra-help/hourly employees on staff.

Mr. Grellner said the Board may wish to move and approve Resolution 2018-03, Approving Revisions to the Health District Personnel Manual.

Commissioner Ed Wolfe asked for clarification on which changes were made to the Personnel Manual. Mayor Erickson clarified the Personnel Manual has been modified to reflect the change in sick leave policies by the state.

Commissioner Wolfe asked for clarification regarding the wording of provision 2.23: Sexual Orientation. He asked if the wording for this provision was statutory and noted that the cities and counties have language regarding sexual orientation in their personnel manuals and may want to have consistent language between the jurisdictions. Mr. Grellner said he is not sure the language is statutory and will research it but confirmed that the provision had already received legal review and approval. Commissioner Gelder added that the language in this provision may be due to the evolution of terminology and used in an effort to stay current.

Mayor Erickson agreed with Commissioner Wolfe that there should be a level of consistency between the jurisdictions and Boards within the county on the language used within personnel manuals. Mr. Grellner clarified that provision 2.23 was approved by a previous board and has not been amended in this version. He said he will research and inform the Board on the origins of the language.

Commissioner Garrido moved and Mayor Medina seconded the motion to approve Resolution 2018-03, Approving Revisions to the Health District Personnel Manual. The motion was approved unanimously.

There was no further comment.

DRINKING WATER AND ON-SITE SEWAGE PROGRAM

Mr. Eric Evans, Program Manager for the Drinking Water and On-Site Sewage program (DW/OSS), provided the Board with a presentation on the DW/OSS program. He said the primary goal of the program is to keep drinking water, surface water, and groundwater safe from sewage. His presentation covered the following key topic areas:

1. The Drinking Water & Onsite Sewage Program Services:
 - Land-Use processes;
 - Building Site & Building Clearance Applications (site development);
 - Well and septic system construction (permitting);
 - Monitoring and maintenance of septic systems and wells; and
 - Selling property served by septic systems.
2. Key program Stakeholders and how they participate with the program.
3. Identify process changes that have helped the real estate and building permit processes.

Mr. Evans said the Health District updated application approvals to include a label regarding the Hirst Decision. He said any applications that included wells constructed after January 18, 2018 would have a large blue label that states "Exempt Well. Constructed After January 18, 2018." He

explained that this helps the building department quickly identify which properties need to be reviewed under the new law.

Mayor Erickson asked Mr. Evans to discuss what the review process is for the Health District in relation to the Hirst Decision. Mr. Evans said nothing changed for the Health District with the effective date of the Hirst Decision. He said the Health District is essentially the eyes and ears for Washington State Department of Ecology. He said Health District staff visit the well site and review the application to ensure that the well is correctly built and constructed, and if it meets all requirements, Health District staff approve it. He said that the building department then reviews the application in relation to Hirst Decision and is responsible for final approval.

Commissioner Gelder asked how often this happens within urban jurisdictions. Mr. Evans explained that he has been communicating the rule change with each of the jurisdictions that could be affected. He said there is occasionally a property on the outskirts that may have a private water source. He said that when this does occur, Health District staff will affix the new label to the application.

Mr. Evans said that most of the county has suitable soil for water-use, however, in the instances of properties where this is not the case, he said there are a variety of treatment options.

Commissioner Gelder asked Mr. Evans what the treatment options are. Mr. Evans explained that some treatment options include above grade systems and newer technology such as a membrane reactor (MBR).

Mayor Erickson asked how much an MBR system costs. Mr. Evans said he is not familiar with the cost but knows MBR systems are comparable in cost to standard options.

Mayor Medina asked if the Health District decides the size of septic system. Mr. Evans explained that the owners make the decision based on how many bedrooms will be in the home, the type of soil and footprint size, which can be input into an equation to determine drainage field size.

Mayor Medina asked if composting toilets can be used. Mr. Evans said composting toilets can be used in Kitsap county if they are on the state's list of approved technologies. Mr. Evans said Health District staff tell people who want composting toilets that they should thoroughly research the technology and understand that installing a composting toilet is a lifestyle change.

Mayor Medina asked what a septic reduction is. Mr. Evans explained that this is a drain field reduction but said the Health District does not do reductions. Mr. Grellner added that state rules currently do not allow for drain field reductions with new technologies, such as composting toilets. However, he also noted that the legislature may be looking to make changes to an OSS bill and he will keep the Board updated on this.

Mayor Erickson said she has concerns with state rules regarding greywater. She explained that, according to state rules, the size of a drain field for greywater is comparable to a septic system.

She also said she noticed some inconsistencies between how the state regulates storm water and greywater. Mr. Grellner responded that the state may evaluate this part of the law, but due to lack of data, he's not sure if the state will make any changes.

Commissioner Gelder said it would be great if the state partnered with Kitsap County or Island County due to their uniqueness of groundwater to come up with a system that worked in these counties. Mayor Erickson agreed.

Mr. Evans explained that he is on the Technical Onsite Wastewater Advisory group and Mr. Kiess is on the Rules and Revisions group where they both advocate for Kitsap County's wastewater. Commissioner Gelder reminded Health District staff to reach out to the Board whenever they, too, can advocate on behalf of Kitsap County at the policy level.

Mayor Medina asked if there are rules prohibiting directing wastewater back into the soil. Commissioner Gelder explained that this is a permitting issue. Mr. Grellner agreed and said that sufficient land area and treatment are required to dispose of this volume of sewage. He added that there could be seasonal fluctuations, but land area is still a requirement.

Commissioner Gelder explained that Kitsap County has good soil and should form partnerships with water purveyors to use reclaimed water. Mr. Kiess agreed and said the Whitehorse Irrigation project from the Kingston Wastewater Treatment Plant is a good example of this. He added that reclaimed water is the future for water resources. Additionally, Mr. Kiess agreed with Mayor Erickson that recharging ground water resources is very important, and that's why septic systems are so valuable. Commissioner Gelder said the state needs to re-evaluate septic and storm water.

Mayor Putaansuu said Port Orchard has a MBR and explained that a challenge is building the infrastructure to support it year-round. He added that downtown Port Orchard doesn't have the soils to support filtering wastewater back into the ground. Mr. Kiess said that in some more arid environments, counties are pumping the wastewater back into aquifers. However, because our area has so much rain fall, that is not an option here year-round. He reminded the board that storing water until it can be used is the main difficulty.

Mr. Evans showed photos of failing septic systems and discussed the process for helping members of the public fix their failing systems. Mr. Grellner added that sewage surfaces above ground due to either a broken pipe or oversaturated soil. He explained that the Health District favors infiltrating wastewater as much as possible if it is done correctly so that it doesn't create other problems.

Commissioner Wolfe asked if failing septic systems can be repaired or if they typically need to be replaced. Mr. Evans said the Health District makes every effort to have a septic system repaired unless it must be replaced. Mr. Grellner added that it takes a lot of coordination with home owners to determine what needs to be repaired and if the homeowner wants to repair it or replace it.

Mr. Evans said the Health District partners with Kitsap County residents, local governments, state government, the real estate industry, water purveyors, and builders and contractors.

Mr. Evans said the Health District now offers online applications and noted that, in the last 12 months, 86 percent of applications were submitted online, and 35 percent of online applications were submitted after business hours. He explained that having an option for online applications makes the process easier and more accessible for the public. He also said, when the Health District completes review of an application, the online system notifies the submitter.

Mr. Evans said the Health District created a webpage with important information just for realtors and also has a notification system that emails realtors about fees and regulatory issues.

Mr. Evans also said the Health District utilizes the SmartGov system with other local jurisdictions to review applications more efficiently. He explained that this saves a lot of time and creates better communication between the agencies and the applicant.

Mayor Erickson said the Board should dedicate an entire meeting to discussion about septic systems.

Commissioner Wolfe said he would like to hear more about process improvements and efficiencies, especially around communication with the public. Mr. Evans agreed and said process improvements are a priority in his work.

Mayor Medina thanked Mr. Evans for his work and insightful presentation.

Commissioner Gelder asked what the next step in this conversation would be. He added that it may be beneficial to call a meeting with state legislators to discuss the Hirst decision, water resource management and strategic infrastructure investments. Mayor Erickson agreed and said it is time to change the thought process around wastewater.


There was no further comment.

ADJOURN

There was no further business; the meeting adjourned at 3:02 p.m.



Becky Erickson
Kitsap Public Health Board



Keith Grellner
Administrator

Board Members Present: *Mayor* Becky Erickson; *Commissioner* Charlotte Garrido; *Commissioner* Rob Gelder; *Mayor* Kol Medina; *Mayor* Rob Putaansuu; *Mayor* Greg Wheeler; *Commissioner* Ed Wolfe.

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Board Members Absent: *None*

Community Members Present: Betty Cooper, *League of Women Voters - Kitsap*; Susan Daniel, *League of Women Voters - Kitsap*; Janet Stegemeyer, *Self*.

Staff Present: Angie Berger, *Administrative Assistant, Administration*; Katie Eilers, *Director, Community Health Division*; Eric Evans, *Program Manager, Drinking Water and Onsite Sewage*; Keith Grellner, *Administrator, Administration*; John Kiess, *Director, Environmental Health Division*; Melissa Laird, *Program Manager, Accounting and Finance*; Ashley Motch, *Intern, Community Health Division*; Dr. Susan Turner, *Health Officer, Administration*.