

**KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Regular Meeting
July 2, 2019**

The meeting was called to order by Board Chair, Commissioner Robert Gelder at 12:30 p.m.

REVIEW AND APPROVE AGENDA

There were no changes to the agenda.

BOARD MEETING MINUTES

Commissioner Ed Wolfe moved and Commissioner Charlotte Garrido seconded the motion to approve the minutes for the June 4, 2019, regular meeting. The motion was approved unanimously.

EXECUTIVE SESSION PURSUANT TO RCW 42.30.110(1)(I)

At 12:31 p.m., Commissioner Gelder said the Board would break for executive session for approximately 10 minutes.

At 12:45 p.m., Commissioner Gelder returned and closed the executive session. No action was taken.

CONSENT AGENDA

The July consent agenda included the following contracts:

- 1648 Amendment 2 (2011), *Peoples Harm Reduction Alliance, Syringe Exchange*
- 1684 Amendment 2 (2014), *Hood Canal Coordinating Council, Hood Canal Regional PIC Program*
- 2013, *Washington State Auditor's Office (SAO), Confidentiality Agreement*
- 2015, *Lisa Linden, Settlement Agreement and Release of Claims*

Mayor Becky Erickson moved and Mayor Kol Medina seconded the motion to approve the consent agenda, including the Contracts Update and Warrant and Electronic Funds Transfer Registers. 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 two updates.

First, Dr. Turner informed the Board that the Northwest Family Medicine Residency welcomed its second class for a 3-year residency experience. She said Health District staff would be providing a public health orientation for the residents on Monday, July 8th, at the Health District Offices. The purpose of the orientation is to help residents better understand public health in Kitsap County. Residents will gain the experiences of observing Nurse-Family Partnership visits as well as Kitsap Connect and HIV Case Management work. They will also have the opportunity to develop an evidence-based policy paper or presentation.

Next Dr. Turner provided the Board with an update on the Health District's expanded syringe exchange services. She said Health District staff have developed a work plan. She reminded the board that she is approaching providers of health care and behavioral health care services, especially those associated with medication assisted treatment. She is asking these providers to incorporate syringe exchange services along with the services they currently provide with the goal of creating better access to syringe exchange services in locations where individuals may already be receiving other services. An additional goal is to connect individuals with same-day treatment options in the same location that they are already receiving services. She said the ultimate goal is to make the healthy choice the easy choice. She explained that the Health District is making significant progress, but is pursuing a new model, which takes some time to plan and implement. She also noted this is coming at the same time as health care reform changes which require much of the providers' time and changes to their revenue streams.

Dr. Turner said staff have met with Peninsula Community Health Services, Genoa Healthcare, Kaiser Permanente, Northwest Family Medicine Residency and Kitsap County Human Services. Additionally, staff have and will continue to reach out to the Port Gamble S'Klallam Tribal Health Center, Suquamish Tribal Health Center, Agape Unlimited chemical dependency treatment center, CHI Harrison Hospital, Virginia Mason and they also plan to meet with pharmacies.

She said staff expect to have another meeting with the Policy Committee in September to discuss partners and budget. Staff are expecting a late 2019 to early 2020 launch, though some services may begin sooner.

Mayor Greg Wheeler thanked staff for the work on this. He asked if staff can provide a list of locations where the mobile exchange currently delivers to, excluding private homes. Dr. Turner said that can be provided at the September Policy Committee meeting.

There was no further comment.

Administrator Update:

Mr. Keith Grellner, Administrator, provided the Board with a few updates:

- The HIV program's first West Sound Care event at Bremerton Conference Center on June 22, 2019 went really well. Mayor Wheeler and Senator Randall gave keynote addresses at the event. The event was well attended and received good reviews. Mr. Gellner said HIV staff are interested in hosting the event again in the future.

- The Nurse-Family Partnership (NFP) program held its Baby Brunch on June 28, 2019 at Harrison Hospital to celebrate the accomplishments of Jefferson and Kitsap Counties NFP program. Senator Rolfes gave a keynote address at the Baby Brunch. Mr. Grellner showed the Board a brief promotional video created by Health District Communications Coordinator Tad Sooter showing the work of NFP. Mr. Grellner noted that two nurses referred to in video, Jan Wendt and Nancy Acosta, are public health nurses in the Health District's NFP program.
- Mr. Grellner reminded the Board that there is no Board meeting in August. The next regular meeting is Tuesday, September 3, 2019. He said the Health District expects a few significant contracts to arise prior to September and plans to send those contracts to the Chair, Commissioner Gelder, and Vice-Chair, Mayor Rob Putaansuu, for pre-approval. The contracts will be reaffirmed by the full Board at the September meeting
- Mr. Grellner asked the Board if they would like to be added to the Health District's distribution list for media releases. The Board members would like to be added to the distribution list, regardless of how they currently receive the communications.

There was no further comment.

RESOLUTION 2019-02, APPROVING REVISIONS TO THE HEALTH DISTRICT PERSONNEL MANUAL

Karen Holt, Human Resources Manager, approached the Board regarding revisions to the Personnel Manual. Certain provisions contained in this Manual have changed over time and require updating. Such changes, described below, are subject to Health Board approval.

The proposed revisions in the draft documents contained in the Board packet have been reviewed and approved by the Health District's legal counsel, specifically Kitsap County Prosecuting Attorney staff and Summit Law Group, the District's legal representative for contract negotiations with the labor union, PROTEC 17 (formerly the Professional and Technical Employees, Local 17).

Following below is a summary of the proposed revisions:

- References to the Washington State Legislature Initiative Measure No. 1433, the Washington State Paid Sick Leave Law, were updated to be consistent throughout the document. General Leave accrual availability for purposes of the law was changed to mirror the recently approved Collective Bargaining Agreement for represented Health District staff which became effective January 1 of this year. Clarification of the statute as applicable to Attendance and Absenteeism was also added.
- The introductory probationary period for new employees was updated to mirror the current Collective Bargaining Agreement, which now provides for a one-year probationary period, increased from six months.
- Recruitment procedures have been updated to reflect changes to support the District's electronic recruitment program provided through NEOGOV and advertised through GovernmentJobs.com.

- Performance evaluation requirements were changed to reflect the current evaluation procedures recently updated through an internal Quality Improvement Project.
- Some language was added to Chapter 10, General Policies and Codes of Conduct, to clarify and highlight employee responsibilities and District expectations.
- Information regarding the Health District's emergency text alert system for employees in the event of severe weather or an extraordinary event has been added.
- Links to policies contained in the appendices throughout the document were removed as they are easily accessed and available electronically through the Health District's A-Net.
- Other miscellaneous items or references have been updated, modified or deleted for clarification as a matter of housekeeping.

Commissioner Gelder said he appreciates the redline changes included in the board packet.

Mayor Medina said he agreed with Commissioner Gelder's comments and also appreciated the memo summarizing all of the changes. He said the changes seem straightforward and he is comfortable moving forward with the document.

Mayor Medina moved and Mayor Commissioner Garrido seconded the motion to approve Resolution 2019-02, Approving Revisions to the Health District Personnel Manual. The motion was approved unanimously.

There was no further comment.

RESOLUTION 2019-03, APPROVING DECREASE IN HEALTH DISTRICT REVOLVING AND CHANGE FUND

Mr. Grellner approached the Board regarding Resolution 2019-03, Approving Decrease in Health District Revolving and Change Fund. The purpose of this resolution is to replace and repeal Resolution 2004-15, Approving Increase in District Revolving and Change Fund.

Over the last decade, the Health District has implemented several customer service improvements (e.g., accepting credit cards, creating electronic forms and applications, enabling the submittal of electronic applications and credit card payments online, etc.) that, coupled with changes in the marketplace, have drastically increased the use of electronic payments to pay for services and significantly decreased the occurrence of customers using cash to pay for services. The Health District has also enabled and assigned credit cards to employees who make business purchases on behalf of the Health District, further decreasing the need for having cash on-hand.

The decreased reliance by customers to pay for services in cash, and the availability of agency credit cards for employees to make business purchases, has reduced the need for the Health District to have cash on-hand. Resolution 2019-03 proposes to reduce the Health District's revolving cash fund from \$700 to \$100 and to eliminate the \$50 petty cash fund. The office supplies cash fund of \$350 will remain the same, so the total revolving cash fund will be reduced by \$600 from \$1,050 to \$450.

Commissioner Gelder said he agrees that the Health District needs to evolve with technology. He said cash is becoming obsolete and there is not the same need to have it on hand that there once was.

Mayor Putaansuu said he supports tighter cash control.

Mayor Putaansuu moved and Mayor Commissioner Garrido seconded the motion to approve Resolution 2019-03, Approving Decrease in Health District Revolving and Change Fund. The motion was approved unanimously.

There was no further comment.

WILDFIRE SMOKE COMMUNICATIONS PLAN

Dr. Turner approached the Board regarding a wildfire smoke communications plan. She explained that, with the recent increase of wildfire smoke in our region, Health District staff met with other local agencies in a statewide work group to create communications plans. The work group is comprised of Washington State Department Health staff and Health Officers and Environmental Health Directors from other local health jurisdictions.

Dr. Turner introduced John Kiess, Environmental Health Director, to discuss the activities of the work group. Mr. Kiess said the group's approach was to create consistent messaging throughout the state by compiling and sharing existing tools, resources and information regarding wildfire smoke. He said the group has agreed on tools and are now sharing via local jurisdictions.

Dr. Turner said, in anticipation of wildfire season, Mr. Kiess and Mr. Sooter participated in a workshop hosting by the Puget Sound Clean Air Agency (PSCAA). She said the PSCAA has regulatory authority over air quality concerns. She said Board members may have seen recent press messaging about becoming a smoke-ready community and preparing for any smoke events that may arise this summer. She said PSCAA desires to be a resource to our community to answer questions about air quality.

Mr. Kiess said, in preparation for the dry season, which will likely bring wildfire smoke, Health District staff have messaging prepared. He explained that the Health District is the local authority and will maintain awareness of air quality (smoke forecasts, and events in Canada, Eastern Washington, etc.). The Health District plans to work with the PSCAA to send preemptive messages and provide resources for the public and schools to make decisions regarding activities in situations when smoke is present.

Mr. Kiess added, if wildfire smoke is ever severe enough, Dr. Turner has the authority to order limitations on certain outdoor events. Staff plan to work closely with the Board and PSCAA should there ever be significant public health impacts due to poor air quality.

Commissioner Gelder commented that the *Air Quality Guide for Particle Pollution* handout from the packet notes the ranges of particulates, but doesn't have a legend defining the ranges, which may be confusing to the public.

Mr. Kiess agreed that this can be confusing. He said there are a variety of elements that go into air quality index. He said the Health District's greatest concern with wildfire smoke is a very fine particulate called PM 2.5 which can cause major health effects.

Mayor Erickson commented that she recalls when the air quality was so poor in this region that she couldn't see Mount Rainier from King County. She noted that, while we always can do better, we need to appreciate the improvements made over the last several years.

There was no further comment.

DEVELOPING A REGIONAL CLEAN FUEL STANDARD

Mr. Craig Kenworthy, Executive Director, from the Puget Sound Clean Air Agency (PSCAA) approached the Board regarding the development of a regional Clean Fuel Standard. The PSCAA has set a target of reducing climate pollution by 50 percent below 1990 levels by 2030 and is considering adopting a regional Clean Fuel Standard to help meet that target.

Mr. Kenworthy said the 2018 National Climate Assessment found that half of the wildfire acres burned in the last 25 years were impacted by climate change.

Mr. Kenworthy explained that a Clean Fuel Standard establishes a greenhouse gas reduction target and incentivizes low carbon fuels. Washington is the only west coast state without a clean air standard. Transportation pollution is the primary source of greenhouse gas emissions in the Puget Sound region. He provided a list of today's cleaner fuels:

- Biodiesel and renewable diesel
- Electricity
- Ethanol
- Renewable natural gas

He said that air pollution plays a role in public health equity. He noted health risks are highest in near-road communities and those communities benefit the most from reducing transportation pollution. According to the presentation, diesel is the largest potential cancer risk from air toxins in our region.

In summary, he said the Clean Fuel Standard:

- Encourages innovation
- Serves our region's climate change goals
- Provides certainty for pollution reduction
- Monetizes and incentivizes improvement
- Uses market to find best fuels and pathways – and to keep improving them

- Improves air quality and public health

Mr. Kenworthy said a technical analysis is underway and that the rule-making process started in February. Public comment will begin late summer or early fall of 2019 and a public hearing is scheduled for October, with PSCAA Board action expected in December.

Commissioner Gelder asked if the PSCAA is taking this on because the State hasn't taken action. Mr. Kenworthy confirmed this but noted the PSCAA Board would prefer the State take action.

Commissioner Gelder asked if the PSCAA standard would be more or less aggressive than a statewide legislative bill. Mr. Kenworthy said it is more aggressive than the last legislative bill.

Mayor Erickson said this makes her nervous because the State legislature was adamant last year that they did not want this to move forward and referenced a "poison pill". She asked what the states reaction would be if our region did this on our own. Mr. Kenworthy said there was a "poison pill" for the 2015 transportation package and, in the last leg session, legislators said they didn't want the Governor to do this on his own without legislative approval. He said it passed out of the House during the last legislative session but did not pass the Senate. There are mixed views from current legislators, some support it strongly, others only support in some ways, and some don't support it at all.

Commissioner Gelder asked how many other clean air agencies there are in the state. Mr. Kenworthy said there are six in western Washington, one in the eastern counties and one in the northern counties.

Commissioner Gelder asked if other local clean air agencies are looking at doing this too? Mr. Kenworthy said Southwest Clean Air Agency showed some support for the PSCAA taking steps forward with this, but he noted none of the other local agencies have begun this process on their own yet.

Mayor Putaansuu said he appreciates the benefits to the environment, but also has concerns about what this would cause for our consumers, if we are the only region doing this and it is not statewide. He said he wished the State would take action on this. Mr. Kenworthy agreed and said the PSCAA continues to support the State taking action. He added that wildfire smoke and climate change come at a cost to local resources and business. He said some local businesses closed last year due to poor air quality from wildfire smoke. He posed the following question (a Jonas Salk quote) for the Board's consideration, "are we being good ancestors?"

Mayor Erickson said Kitsap County has such clean air that our county is not eligible for congestion mitigation air quality funding from the federal government. She said it will be difficult to convince our constituents that our county should participate in this Clean Fuel Standard, when it is the other counties in the PSCAA region that are falling behind. She said Kitsap would be carrying the load for other counties. Mr. Kenworthy agreed that Kitsap generally has very good air quality except when there is wildfire smoke.

Mayor Medina said he appreciates his fellow Board members' comments and noted that he is very supportive of the Clean Fuel Standard and has a sense that the Bainbridge City Council would also be supportive. He asked what the likelihood is of this Standard passing. Mr. Kenworthy said the PSCAA Board will take a lot of public comment on this matter and he is not sure what the potential board action will be until December.

Commissioner Garrido said she would like this Board to have the opportunity to see the PSCAA public comment.

Mayor Wheeler said he serves on PSCAA Board. He said this is a tough discussion which tends to focus on climate change, but he noted it is important to look at carbon emissions and where they end up, specifically our waterways. He said this something he will be considering. He agreed with Commissioner Garrido that he would also like to see the input from public, specifically Kitsap County constituents. Lastly, he thinks the Board should consider this matter in the summer or fall.

Mayor Erickson asked if Mayor Wheeler is suggesting this Board continue this conversation at the local level and seek public comment? She said she would be supportive of this occurring at the state level but is hesitant for only the four counties in our region to take this on.

Mayor Medina said he understands what Erickson is expressing but reminded the Board that they have to consider the big picture.

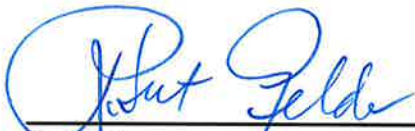
Commissioner Garrido said the Board says they that they are proud of our county's clean air and she thinks they should do something about this.

Mayor Wheeler said Commissioner Garrido's comment resonated with him. He said he is not afraid to step out of the pack in this regard. He added that he doesn't buy all the talk about cost being passed onto the consumer.

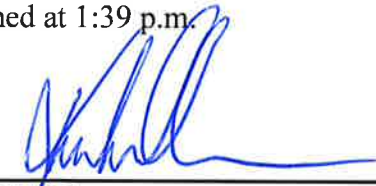
There was no further comment.

ADJOURN

There was no further business; the meeting adjourned at 1:39 p.m.



Robert Gelder
Kitsap Public Health Board



Keith Grellner
Administrator

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

Board Members Absent: *None.*

Community Members Present: Lisa Al-Hakim, *Peoples Harm Reduction Alliance*; Chris Kenworth, *Puget Sound Clean Air Agency*; Monty Levine, *Peoples Harm Reduction Alliance*; Ricardo Silva, *Self*; Stephanie Z, *Self*.

Staff Present: Amy Anderson, *Public Health Educator, Public Health Emergency Preparedness and Response*; Angie Berger, *Administrative Assistant, Administration*; Keith Grellner, *Administrator*; Karen Holt, *Program Manager, Human Resources*; Joffrey Inocencio, *Intern, Public Health Emergency Preparedness and Response*; John Kiess, *Director, Environmental Health Division*; Melissa Laird, *Program Manager, Accounting and Finance*; Nicole McNamara, *Public Health Educator, Chronic Disease Prevention*; Megan Moore, *Community Liaison, Chronic Disease Prevention*; Beth Phipps, *Public Health Nurse Supervisor, Communicable Disease*; Betti Ridge, *Social Worker 3, HIV Prevention*; Tad Sooter, *Communications Coordinator/Public Information Officer, Administration*; Susan Turner, MD, *Health Officer*; Jim Zimny, *Assistant Director, Environmental Health*.