

**KITSAP PUBLIC HEALTH BOARD  
MEETING MINUTES  
Regular Meeting (virtual meeting)  
April 7, 2020**

The virtual meeting was called to order by Board Chair, Mayor Rob Putaansuu at 12:34 p.m.

**REVIEW AND APPROVE AGENDA**

There were no changes to the agenda.

**BOARD MEETING MINUTES**

Commissioner Charlotte Garrido noted an error on the final page and asked the minutes be amended.

Commissioner Garrido moved and Mayor Becky Erickson seconded the motion to approve the minutes for the March 3, 2020, regular meeting as amended. The motion was approved unanimously.

**CONSENT AGENDA**

The April consent agenda included no contracts for approval.

Commissioner Rob Gelder moved and Commissioner Ed Wolfe 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**

Mr. Keith Grellner, Administrator, requested to forgo Health Officer and Administrator reports to have ample room for the action item and presentation. Chair Putaansuu approved this request.

There was no further comment.

**RESOLUTION 2020-03: APPROVING EMERGENCY PAID SICK LEAVE TO EMPLOYEES DUE TO COVID-19 PANDEMIC RESPONSE**

Ms. Karen Holt, Human Resources Manager, informed the Board that President Trump signed the Families First Coronavirus Response Act (FFCRA) which became effective on April 1, 2020 and will remain in effect through December 31, 2020. Provisions provide additional paid leave benefits to eligible employees who are impacted by the COVID-19 pandemic.

As defined by the United States Department of Labor, all public health workers are considered Health Care Providers and Emergency Responders. As such, District employees are specifically exempt from the provisions of the FFCRA.

However, although not required, the District is proposing to provide the Emergency Paid Sick Leave provision as outlined in the FFCRA to all employees in order to protect and preserve the District's essential workforce. It is imperative that essential District employees do not feel compelled to come to work when ill because they do not have enough leave to stay home. All five Health Board jurisdictions in addition to several other local agencies are offering similar benefits to their employees. This additional leave of 80 hours for a full-time employee (prorated by full time equivalency for part time staff) will provide some relief to our staff and their families who are negotiating through this difficult and uncertain time while participating in our community's COVID-19 response.

Mayor Putaansuu noted that the leave policy for the City of Port Orchard is only available during this event.

Councilmember Kol Medina noted the policy states the Emergency Sick Leave expires on December 31, 2020, if it is not used before then. He also asked that "Emergency Sick Leave" be defined in the policy.

Ms. Holt said she will add the definition. She also informed the Board that she created a matrix for staff outlining when and how the Emergency Sick Leave may be available to them. She said she will send the matrix to the Board.

Mayor Erickson moved and Councilmember Medina seconded the motion to approve Resolution 2020-03 Approving Emergency Paid Sick Leave to Employees Due to COVID-19 Pandemic Response. The motion was approved unanimously.

There was no further discussion.

## **COVID-19 UPDATE AND DISCUSSION**

Dr. Susan Turner, Health Officer shared her condolences on behalf of the Health District for the family and loved ones of the first community member death related to COVID-19.

Dr. Turner provided a presentation on the current status of COVID-19 in the nation, state and Kitsap County. She also thanked the community and Board members for their diligence in staying home.

Mr. Grellner reminded the Board that the Health District activated its own public health response team in February and has been coordinating with the Kitsap County Emergency Operations Center (EOC), Kitsap County Department of Emergency Management (DEM), Kitsap 911, law enforcement, all of Kitsap County. Since that time, the District has spent \$376,000 and 5,800 hours on COVID-19 response activities. He said the District should be receiving about \$309,000

of funding soon through the state disaster recovery account, which should cover most of these costs. He said 75 of 101 Health District employees participate exclusively on response efforts.

Based on case and contact investigations, the number of close contacts of positive cases appears to be decreasing, compared to close contacts of cases in February, which means nonpharmaceutical interventions (NPI), such as social distancing, appear to be working.

Mr. Grellner said the Health District is starting to look forward to recovery plans for the community while continuing to work on response efforts. He said, when the Governor releases all businesses back to work, the Health District will consider how to resume certain aspects of regular work and continue supporting the community in its recovery.

Mayor Greg Wheeler said he fully supports the Health District's plan to continue contact investigations and asked how the District is doing case/contact investigation inside local military installations.

Dr. Turner said the Health District is working with military partners on military cases and civilian cases with military contacts. She explained that the Navy preventative medicine team investigates Navy cases and contacts, while the Health District investigates civilian cases and contacts. She said the Health District also has a similar process with tribes.

Mayor Wheeler asked how a COVID-19 outbreak at the Puget Sound Naval Shipyard (PSNS) would be managed.

Dr. Turner explained that an outbreak at the shipyard would be managed in collaboration with the Department of Defense and the Navy, who have their own federal resources. Depending on the situation, the Health District may have to look at additional resources, such as volunteers, to make its operation larger to handle the caseload. Mr. Grellner noted that case investigation is based on the county of residence and many PSNS employees live in other counties.

Dr. Turner also noted a concern for long-term residential facilities that house elderly and vulnerable populations. She said an outbreak in one of these facilities would challenge the Health District's abilities to respond. Multiple outbreaks would exceed the Health District's capacity.

Councilmember Medina asked if the \$376,000 expenditure was outside the Health District's budget for 2020. Mr. Grellner said that money was included in the budget but was allocated for other regular operations and has been primarily spent on staff hours during this response.

Mayor Putaansuu clarified that the Health District is reimbursed for other work done during normal time, however the Health District isn't currently being reimbursed for COVID-19 response activities and therefore needs the state funding to cover this expenditure. Mr. Grellner confirmed this.

Next, Dr. Turner reviewed the Kitsap County COVID-19 Weekly Surveillance Report. Dr. Turner noted that the percent positive indicated in the report is important because a rise in this

number could indicate a rise of disease. She also added that this data is incomplete due to limited testing and therefore does not represent the whole population.

Commissioner Gelder asked if there is any value in the data since it doesn't include the entire county. Dr. Turner explained that the data allows the Health District to compare Kitsap County to other counties. She said that, when other counties' capacities are being exceeded, the percent positive rises markedly.

Dr. Turner shared a model from the University of Washington Institute for Health Metrics and Evaluations which uses real time data from COVID-19 outbreaks across the world, and how these regions are using NPI or the absence of NPI, to project the course of COVID-19 in Washington State. According to this chart, Washington has recently passed the peak of our curve of hospital resource use. She asked the Board to keep in mind that Washington statistics are driven by our larger counties. She said two large counties started their outbreak before Kitsap, and therefore they are likely 2 weeks ahead of Kitsap for the projected peak. She also said this model is done with the assumption that social distancing measures are kept in place until the end of May.

Mr. Grellner said the Board members were sent resources regarding cloth mask use prior to the meeting from the Washington State Department of Health (DOH) and the Centers for Disease Control and Prevention (CDC). The Board members agreed that they liked the clarity of the DOH and CDC resources. Mr. Grellner also clarified that the guidance specifies masks are only recommended for when social distancing cannot be maintained. Masks are not required to be worn.

Councilmember Medina asked Dr. Turner if case contact investigations are enough to prevent a second outbreak? Dr. Turner said it is possible that there are enough people in the state and local community who do not have immunity to this virus that a second wave of the outbreak will occur. Without social distancing measures, vaccines and medication, this [lack of herd immunity] may pose a similar threat to us again, which would require the implementation of similar measures again. She pointed out that the 1918 Influenza pandemic came in three waves.

Councilmember Medina asked what sense Dr. Turner has of how this may unfold, knowing that we have better information flow now than we did in 1918. Dr. Turner said she has not heard that a vaccine will arrive any sooner than a year from now and is concerned about the large number of individuals in the community who are not immune to COVID-19. She emphasized the importance and usefulness of implementing social distancing measures.

Mayor Erickson said she's heard that testing machines from Abbott Laboratories may be sent to Washington State. She asked if Dr. Turner knows where these will be dispatched. Dr. Turner said these machines are point of care tests that run one at a time and are not high volume, lab grade machines. DOH said they will be retaining 3 of them to have replacements available. DOH said 11 others will be distributed across the state, but she did not hear that any would come west of Puget sound.

There was no further comment.

**EXECUTIVE SESSION PURSUANT TO RCW 42.30.110 (1)(G): DISCUSSION TO EVALUATE THE QUALIFICATIONS OF AN APPLICANT FOR PUBLIC EMPLOYMENT**

At 1:47 p.m., Mayor Putaansuu said the Board would break for executive session and would not return. No decisions were made.

There was no further comment.

**ADJOURN**

There was no further business; the virtual meeting adjourned at 2:00 p.m.



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**Robert Putaansuu**  
**Kitsap Public Health Board**



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**Keith Grellner**  
**Administrator**

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

**Board Members Absent:** *None.*

**Community Members Present:** Melanie Dalton, *self*; Mindy Fohn, *self*; Roger Gay, *self*; Barbie Iman, *self*; Brian Kelly, *Bainbridge Review*; Richard Kirton, *Kitsap 911*; Monte Levine, *self*; Jor Lubischer, *self*; Austen Macalás, *Kitsap Sun*; Jim Moore, *self*; Rebecca Pirtle, *Kitsap County*; Annika Turner, *Kitsap Immigrant Assistance Center*.

**Staff Present:** Nancy Acosta, *Public Health Nurse Supervisor, Parent Child Health*; Leslie Banigan, *Senior Environmental Health Specialist, Water Pollution Identification and Correction*; Angie Berger, *Administrative Assistant, Administration*; Windie Borja, *Secretary Clerk 2, Support Services*; Deanna Eakes, *Secretary Clerk 3, Support Services*; Keith Grellner, *Administrator, Administration*; Jessica Guidry, *Program Manager, Public Health Emergency Preparedness and Response*; Judy Holt, *Program Manager, Support Services*; Karen Holt, *Program Manager, Human Resources*; Rachel Hughes, *Senior Secretary Clerk, Support Services*; Melissa Laird, *Manager, Accounting and Finance*; Megan Moore, *Community Liaison, Chronic Disease Prevention*; Ed North, *Program Manager, Information Technology*; Beth Phipps, *Public Health Nurse Supervisor, Communicable Disease*; Denise Turner, *Senior Accounting Assistant, Payroll*; Susan Turner, MD, *Health Officer*; Layken Winchester, *Environmental Health Specialist, Food & Living Environment*.