

**KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Regular Meeting
October 4, 2022**

The meeting was called to order by Board Chair Mayor Greg Wheeler at 10:31 a.m.

Chair Wheeler acknowledged that the Kitsap Peninsula is home of sovereign Indian nations, namely the Suquamish and Port Gamble S'Klallam Tribes.

BOARD CHAIR COMMENTS

Chair Wheeler introduced three new non-elected board members, Dr. Tara Kirk Sell, Dr. Michael Watson and Mr. Drayton Jackson.

Member Sell said she is excited to join the Health Board and is a strong supporter of public health in Kitsap County. Member Sell is an Associate Professor in the Department of Environmental Health and Engineering at John Hopkins Bloomberg School of Public Health.

Member Jackson said it is a pleasure to bring lived experience to the board, especially as a person of color who has to gain trust with public health and in the community, in addition to his lived experience of homelessness and poverty. He hopes to provide a different lens and understanding to the voice of the board. He said he is delighted to join the board and noted he knows the work the board has done during the pandemic has been difficult but has saved a lot of lives.

Member Watson thanked the board for the opportunity to join. He said, as a family physician, primary care is his forte. He views primary care as public health in its most basic form and hopes he can be of assistance to the board.

BOARD MEETING MINUTES

Mayor Rob Putaansuu moved and Mayor Becky Erickson seconded the motion to approve the minutes for the September 6, 2022 regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The October consent agenda included the following contracts:

- 2203, Amendment (2291), *WA State Dept. of Health, Consolidated Contract*
- 2210, Amendment 1 (2290), *Jefferson County Public Health, Nurse Family Partnership*
- 2264, *Kitsap Strong Founder's Committee, Collective Impact Project*
- 2292, *Hood Canal Coordinating Counsel, Hood Canal Regional PIC*

Commissioner Ed Wolfe moved and Commissioner Charlotte Garrido 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 were no public comments.

HEALTH OFFICER/ADMINISTRATOR'S REPORT

Administrator Update:

Mr. Keith Grellner, Administrator, welcomed the Board to this hybrid meeting and said the agency is pleased to be able to do public health in person again. On behalf of the district, Mr. Grellner welcomed the new members to the board and said he will be working to set up orientations with each of them. In the meantime, he said if anyone has questions about board-related information, please reach out to Mr. Grellner, Dr. Morrow or Angie Berger.

Mr. Grellner informed the board that their packets contain a memo regarding the board Finance Committee meeting that occurred in September. He said Health District staff generally meet with the Finance Committee in September to get a first glimpse of the draft budget for the following year. The Draft 2023 Budget will be ready for the full board's review at the November 1 meeting, where Mr. Grellner will give an in-depth presentation of everything in the budget for the following year. The Draft 2023 Budget is currently balanced at \$18.7M with the use of \$1.5M of cash reserves. The Finance Committee was supportive of the Draft 2023 Budget. He noted the budget contains \$2.4M of stable foundational public health services (FPHS) funding from the state. This is the third allocation from the state in a series allocated from the legislature in 2020 to fund public health.

Next, Mr. Grellner shared a report from the State Auditor's Office regarding the Health District's 2021 Audit. He said the Health District did pretty well again on the audit this year and noted 2020 and 2021 were challenging years for the Health District because of COVID-19 and the influx of COVID-19 monies, contracts and subcontracts which increased the Health District's budget by 30%. The Health District received a finding in the audit regarding two minor things:

- One employee in the overhead rate was incorrectly itemized in COVID-19 billings
- One employee had been billed at an incorrect rate

Both of these items have been corrected and the Health District has an action plan moving forward. Mr. Grellner applauded the accounting and finance staff for taking on so much extra work during the pandemic.

Next, Mr. Grellner informed that board that they will receive a presentation from another division of the State Auditors Office in January. In 2019, the Health District was the first health district in the state to voluntarily agree to participate in a cybersecurity audit. The Health District received the report last week and did very well. By law, the Health District must present the findings to the Health Board. There will be a public-facing report as well as a public hearing. Mr. Grellner said the Health District is proud of the results from that audit and it shows the District is

doing well to keep up with technology and protect the agency and its resources from any cybersecurity threats.

Next, Mr. Grellner informed the board next month, November, is the Health District's 75th anniversary. The Health District was created November 3, 1947. The Health District plans to share some public communications about the agency's history to commemorate this anniversary.

There were no further comments.

Health Officer Update:

Dr. Gib Morrow, Health Officer, thanked the three county commissioners, three municipal mayors and municipal councilperson for being a stellar health board during the last few years. He said he cannot imagine a better group of people and is incredibly appreciative of the board's support along the way. He said he is excited about the new structure of the Health Board. He said a diverse group of new talent is joining the board at a time when public health is changing and also receiving an influx of new funding.

Dr. Morrow said the county has experienced a couple of new epidemics and pandemics, including monkeypox which appears to be fading away at this point. He noted there hasn't been any new monkeypox cases recently. He said the county has seen interesting challenges regarding public health and the healthcare system with regards to communication and information flow. Additionally, he noted the importance of upstream social determinants of health and understanding the value of partnerships, particularly with tribal members. He said the new board members will bring a wonderful new perspective to the Health Board at a time when it's really needed and he thanked them for their commitment.

There were no further comments.

PROPOSED ENVIRONMENTAL HEALTH FEE SCHEDULE ADJUSTMENTS FOR 2023

Mr. Eric Evans, Environmental Health Assistant Director, approached the board regarding proposed environmental health fee schedule adjustments for 2023.

At the December 2017 regular meeting, the Board adopted an updated Environmental Health (EH) fee schedule for 2018 – 2026. The Board supported the Finance Committee recommendations related to EH fees:

1. The EH Fee Schedule should be adjusted to recover the actual cost of service;
2. The base hourly rate should be increased from \$109 to \$145 over a two-year period (2018 and 2019); and
3. An annual automatic escalator, tied to increases (if any) in the Seattle Consumer Price Index (as of April in the current year for the following year's fees), should be applied to the EH Fee Schedule for budget years 2020 – 2026. For the 2023 fee schedule review, the 2022 CPI was 9.1%.

The Board amended the EH Fee “escalator” concept in 2019 to allow for individual fee adjustments for specific fee items when other fees were already adequate to cover the actual cost of service.

Overall, the Food and Living Environment program continues to lag behind in fee revenue as compared to the cost of providing inspection services for food service establishments and water recreation facilities. Typically, the program lags behind approximately \$350,000 - \$500,000 in revenue as compared to the costs of providing inspection services for permit holders. Food establishment and water recreation facility fees have not been increased since 2019, and in 2020, fees were reduced to 75% and 50% of their approved rate by Board resolution.

Conversely, over the last few years the Drinking Water and Onsite Sewage (DWOSS) Program has been able to reduce the costs of service for many fees through program process efficiencies while revenues have been steadily increasing due to a surge in development and permitting activity within the County. This has led to a current reserve balance of 3.3 million dollars, and fee reductions and fee “holds” are proposed and recommended for DWOSS.

The Solid and Hazardous Waste (SHW) program fee structure associated with permits for solid waste handling facilities appears to need no revisions based on the balance of costs versus revenue for these permitting services and facility inspections. No increase in fees (a fee “hold”) is proposed and recommended for SHW.

The proposed 2023 fee adjustments include:

- Increase Food and Living Environment Program fees using the CPI escalator,
- Increase specific Food and Living Environment Program fees which are significantly out of alignment with cost of providing the service,
- Reduce Drinking Water and Onsite Sewage Program specific fees, and
- Hold Solid and Hazardous Waste Program fees as current levels.

Mr. Grellner informed the board they are not being asked to take action today. He said this is a prelude to the November meeting. The Health District will take the board’s guidance today to provide public information to the affected person by the fees. He also reminded the board that, based on the law which created the opportunity for new board members, only the elected members of the board may vote on fees. Today, the Health District is looking for the board’s feedback on these proposed fee updates, especially as it relates to the Food and Living Environment fee changes.

Mayor Putaansuu asked what the difference in revenue would be between a 5% increase and a 9% increase. Mr. Evans said it would be an estimated \$70K increase in revenue at the full 9%. Mr. Grellner added it would be about \$40K at the 5% increase and said he would get accurate numbers to the board by the next meeting.

Mr. Putaansuu also asked what the fees would look like for individuals at 5% and 9% increases. Mr. Evans said examples of this can be found on page 77 of the meeting packet. For example, a permit that is normally \$610 would be \$640 (5%) or \$665 (9%).

Councilmember Kirsten Hytopoulos asked for clarification about the reduction in fees in 2020. She asked if that was a response to the pandemic. Mr. Grellner said it was in direct relationship to the hardships the pandemic caused for food establishments. He said the board and the Health District, at the time, agreed a fee increase was warranted. Councilperson Hytopoulos asked if that was time limited. Mr. Grellner confirmed it was time limited for the 2020 resolution and today the Health District is asking for the board's help in determining the next iteration of the fees. She asked if these increases would be from the level of the 2020 reduced fees or from the level of 2019 fees. Mr. Evans said this is an increase from 2022 fees which are the same as the 2019 fees.

Councilperson Hytopoulos asked if a plan review is a one-time fee or recurring. Mr. Grellner confirmed that is a one-time fee at the beginning to help a food establishment set up and organized to meet code. Once they receive their first permit, there is an annual renewal.

Mayor Erickson asked for clarification about the new fees regarding schools, specifically the line item for "other school project". Mr. Evans said this would be for things like an HVAC replacement or other major remodels under state code. Mr. Evans said he can get her more specific information after the meeting.

Chair Wheeler said he's looking for concerns and input from the board today that the Finance Committee can discuss at the next meeting. He said increasing fees to small business based on the cost of living due to inflation may be a difficult thing to decide. However, he noted the costs of delivering those services are increasing. The board needs to consider whether those increases are done gradually or all at once, or if the board decides to hold off for another year knowing these costs will need to be made up down the road.

Mayor Putaansuu said these services must be provided so he doesn't think delaying the increases is appropriate, but said they need to decide if the increases are done gradually or at the full 9%.

Member Watson asked what the percentage increase would be if the Health District returned to the pre-2020 fee schedule. Mr. Evans said the 2022 fee schedule is essentially the same as the 2019 fee schedule.

Mayor Erickson asked why the Health District is eliminated the \$17K secure medicine return plan review fee. Mr. Evans explained that the Washington State Department of Health has taken over secure medicine return, so the Health District doesn't provide this service anymore. Mr. Grellner added that the new state legislature passed in 2021 took effect earlier this year and the Health Board rescinded its ordinance regarding secure medicine return.

Councilperson Hytopoulos said she is more inclined to a graduating increase considering the current increases in cost of living. She also said she'd like to see what the fee increases would

have been between 2019 and now if COVID-19 had not occurred. Mr. Evans said he could bring these numbers back to the board in November.

Chair Wheeler said the Finance Committee will discuss and bring a recommendation to the full board in November.

There was no further comment.

DRAFT 2023 LEGISLATIVE & RULEMAKING PRIORITIES

Mr. Grellner reminded the board that, each year, the Health District shares its proposed legislative and rulemaking priorities with the board for approval. He said this is an information item only today and will be brought back to the board in November for a vote.

Mr. Grellner introduced, Megan Moore, Community Health Specialist, to provide an outline of the draft legislative priorities for 2023.

2023 Legislative Policy Priorities include:

Public Health Funding

- Support maintaining existing levels of funding for FPHS
- Support exploring a dedicated revenue source for FPHS
- Support ongoing and additional funds for communicable disease investigation, such as COVID-19, monkeypox virus (MPV) or sexually transmitted infections
- Support ongoing funds for commercial tobacco and vaping prevention

Public Health Authority

- Oppose efforts to reduce or eliminate local public health authority
- Oppose bills that include unfunded mandates for enforcement, such as legalizing hemp in foods

Environmental Health

- Oppose Bills which would allow potentially hazardous foods to be prepared and sold from residential kitchens
- Support efforts to restrict the use of pool-sharing apps in Washington State

Ms. Moore asked if the board had any input for these priorities and said the finalized priorities will be brought to the November board meeting.

Member Sell said she likes how many of these priorities align with the county health rankings. She asked if FPHS are more or less at risk of being pulled in times of budget shortfall when the legislature is looking for places to find money for other priorities. Mr. Grellner said, generally speaking, when funds are coming out of the general fund state, that is the easiest pot of money to be raided by the legislature. This is where FPHS currently sits and is why the priority is to find a

dedicated funding source which make it less likely to be pulled for other things by the legislature. In the past, this funding has been tied to sin taxes on things like tobacco. As a public health system, the Health District has opposed that because it's not appropriate to support taxing a product that they are also working to reduce the prevalence of in the community. The Health District is working to avoid sin tax as well as get FPHS out of the general fund state, which will offer more protection of the funding.

Member Jackson asked if any specific bills are being called out by these priorities, or if the intent is just to be broader and focus on the issues, and if specific bills are not being called out now, will they be added to the document closer to legislative session. Ms. Moore said none of these items have bill numbers yet, though there is some draft language circulating around. She added that the Health District doesn't tend to include bill numbers in the priority list because sometimes bills may arise and then die at different phases of the session, and then could be reintroduced later. She said the Health District tracks all the bills that fall under the broader language.

Mayor Putaansuu explained that the Health District does not employ a lobbyist and that Mr. Grellner and Ms. Moore are the ones going to Olympia to support or oppose bills on behalf of the District. At times, Mr. Grellner may ask the mayors to lend the support of their lobbyists public health priorities at the legislature.

Mr. Grellner informed the board that the Health District will bring updates back to the full board regularly during legislative sessions.

There was no further comment.

BOARD MEMBER COMMENTS

Mayor Erickson said the Finance Committee had a great discussion at the September meeting when she brought forward the concept of the Health District sponsoring a study to understand the current state of healthcare in Kitsap County. Mayor Erickson said she received some alarming news from her fire districts that they couldn't get patients into the emergency room when they were dispatched. Additionally, she said Dr. Morrow's presentation at a recent board meeting highlighted several healthcare shortages in Kitsap County. She emphasized the need for the Health Board to know the metrics of all aspects of health in Kitsap County and to find out what areas we have enough of and what areas are short and in what ways. She said you can't fix something if you don't know what broken. She also said she was not pointing fingers at the hospital and said they are facing shortages, too, and she wants to help find out what all the shortages are and determine solutions. She said the Finance Committee will keep exploring this idea and bring more information to the board in November.

Chair Wheeler said he supports this initiative and said Health Board members know this is important for the community, but mayors also manage first responders. He said the individuals in emergency vehicles being turned away or made to wait at the emergency department are the people of our jurisdictions and they matter. He said the respite center coming to Bremerton is a

start to address the needs locally, but there is more to be done. He said this type of study will help the board and its members form their decisions with data and facts.

Member Sell said she does these kinds of studies for a living and had a few comments. First she said the people being interviewed for the study should also be asked what their recommendations are for fixing the problem. She also asked what it means for the Health District to sponsor this, if it means Health District staff being taken off of other duties to do this and how much time and resources will be dedicated to it. Mayor Erickson said the idea right now is to contract this work out to an independent expert.

Member Kutz said he is a military person and said the federal government aggregates responsibility to the medical care in this community. He said the federal government has closed the local military hospital and reduced provider staff. This means there is no longer hospital capacity here for military, so the military and their family members are utilizing our local system and retirees have fewer places to go for services. He said the federal government has a responsibility, too, for some of the problems they've created in the healthcare disruption.

Chair Wheeler noted the difficulty of a growing homeless population and individuals who would otherwise be discharged, are now staying in hospital beds longer because they have nowhere to be discharged to. He said the new respite center will help with this, but there's still more to do. He said, as mayors and county commissioners, board members are asked these questions without the expertise to inform answers with solutions. He said we will work together to get those answers.

Member Jackson said, as someone who works in the homelessness field, we are starting to see newer homeless. He said these are individuals that had medical coverage all their life when they worked and now they don't and their health issues are rising beyond the perception of drug use. He said these are medical issues that can be averted by working with county encampments and with the homeless divisions as well as some of the nonprofits to get care needs met at a smaller level before they end up in the emergency room. He shared an anecdote of needing to pick up an individual being discharged from the hospital at 3:00 or 4:00 a.m. and then keep them at the homeless center until they could get access to better care.

Councilmember Hytopoulos shared her support for this initiative. She said Bainbridge Island recently lost a major primary care provider that put 5,000 people back into the market. She said some of those individuals had to go to Seattle and Poulsbo for care, but she doesn't know if all of them found providers. She said it would be great to have more urgent care centers, or even a satellite clinic, on the north end of the county.

Member Watson asked if there is room to include other organizations in this process, for example, as part of the periodic public health assessment, to bring in some of the other larger organizations, like the hospital, to provide funding and resources. Mayor Erickson said absolutely.

Mayor Erickson said everything we're hearing is anecdotal and its time to see some data. She said Kitsap County may lead the way for other counties in the state and noted King County is also experiencing these issues. She said Harborview is so backed up that they can't accept any more patients.

Member Watson said he supports and looks forward to this effort.


Member Jackson said he sits on the Urban Institute for the county and said the institute has seen a ramp up of researchers now trying to figure out this issue as well. He agreed with Mayor Erickson that its time to hone in on what's actually happening in Kitsap County that may be different from our neighbors and look at how we compare nationally.

Member Kutz added an anecdote about an individual who went to the emergency department for an overdose and was given Ativan. He said this is broader than just hospitals and clinics, there is an issue with the whole healthcare system.

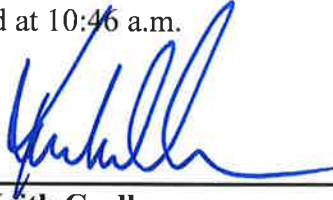
There was no further comment.

ADJOURN

There was no further business; the meeting adjourned at 10:46 a.m.



Greg Wheeler
Kitsap Public Health Board



Keith Grellner
Administrator

Board Members Present: *Mayor* Becky Erickson; *Commissioner* Charlotte Garrido; *Councilperson* Kirsten Hytopoulos; *Member* Drayton Jackson, *Member* Stephen Kutz, *Mayor* Robert Putaansuu; *Member* Tara Kirk Sell, *Member* Michael Watson; *Mayor* Greg Wheeler; *Commissioner* Ed Wolfe.

Board Members Absent: *Commissioner* Robert Gelder.

Community Members Present: Marlon A Marshall, *Self*; *See attached for remote attendees.*

Staff Present: Amy Anderson, *Public Health Educator, Public Health Emergency Preparedness and Response*; James Archer, *Accounting Assistant, Finance and Accounting*; Kandice Atismé-Bevins, *Program Manager, Case and Contact Investigation, COVID-19*; Angie Berger, *Administrative Assistant, Administration*; Dana Bierman, *Program Manager, Chronic Disease Prevention*; Steve Brown, *Program Manager, Solid and & Hazardous Waste*; Lenore Burke, *Secretary Clerk 2, Environmental Health Permitting*; Dara Deseamus, *Environmental Health Specialist, Drinking Water and Onsite Sewage Systems*; Eric Evans, *Assistant Director, Environmental Health Division*; April Fisk, *Program Coordinator, Contracts Manager, Public*

Records & Safety Officer, MAC, Administration; Yolanda Fong, Director, Community Health Division; Anna Gonzalez, Public Health Nurse, Communicable Disease; Keith Grellner, Administrator, Administration; Karen Holt, Program Manager, Human Resources; Jakob Hughes, Environmental Health Specialist 1, Solid and Hazardous Waste; Wendy Inouye, Epidemiologist 2, Assessment and Epidemiology; Dayna Katula, Manager, Food and Living Environment; Sarah Kinnear, Community Liaison, Chronic Disease Prevention; Siri Kushner, Assistant Director, Community Health Division; Victoria Lehto, Environmental Health Specialist 1, Pollution Identification & Correction; Anne Moen, Public Health Educator, Public Health Emergency Preparedness and Response; Megan Moore, Community Liaison, Chronic Disease Prevention; Gib Morrow, Health Officer, Administration; Carin Onarheim, Disease Intervention Specialist, Communicable Disease; Ally Power, Epidemiologist 1, Assessment & Epidemiology; Tad Sooter, Communications Coordinator and Public Information Officer; Mindy Tonti, Community Health Worker, HIV Case Management; Hannah Vinyard, Environmental Health Specialist 1, Solid and Hazardous Waste; Laura Westervelt, Environmental Health Specialist 1, Water Pollution Identification and Correction; Layken Winchester, Environmental Health Specialist, Food & Living Environment.

Kitsap Public Health Board Meeting (Virtual Attendance)

Webinar ID	Actual Start Time	Attendee Count
861 8605 2497	10/27/2022 14:44	35

NAME	JOINED BY PHONE
Ally Power (she/her)	13607282027
Amy Anderson	
Angie Berger	
Anna Gonzalez	
Anne Moen	
April Fisk	
Carin Onarheim	
Charlotte Garrido	
Dana Bierman	
Dara Deseamus	
Dayna Katula	
debra.hyre	
Dee	
Ed Wolfe	
Eric Evans	
Foundation for Homeless & poverty Management	
Hannah Vinyard	
Jakob Hughes	
Jewel Shepherd-Sampson	
Kandice Atismé-Bevins	
Kimberly Ruiz	
Layken Winchester	
Lenore Burke	
Megan Moore	
Mindy Tonti	
npilling	
Sarah Kinnear	
Siri Kushner	
Steve Brown	
Susan Young	
Victoria Lehto	
Wendy Inouye	