

KITSAP COUNTY BOARD OF HEALTH
Regular Meeting
June 7, 2011

The meeting was called to order by the Chair of the Board, Commissioner Charlotte Garrido at 11:22 a.m.

MINUTES

Mayor Patty Lent moved and Commissioner Rob Gelder seconded a motion to approve the minutes of the May 3, 2011, regular Board meeting. The motion carried unanimously.

CONSENT AGENDA

The items on the consent agenda included:

- Contract 817, Kitsap County, Juvenile Detention Facility Medical Care (revised)
- Contract 581, City of Poulsbo, Kitsap Regional Illicit Discharge Detection and Elimination Clean Run-off Project Implementation Agreement
- Contract 749, Amendment 1, Kitsap Community Resources, WIC Case Management and Billing
- Contract 514, Amendment, Count on Kitsap, Wendie Pond, Business Sector
- Contract 514, Amendment, Count on Kitsap, Paige Richards, Youth Sector

Commissioner Gelder moved and Mayor Lent seconded a motion to approve the June consent agenda. The motion carried unanimously.

PUBLIC COMMENT

There was no public comment.

DIRECTOR'S REPORT

Mr. Scott Daniels, Deputy Director, advised the Board that Scott Lindquist is on vacation and will be making the Director's Report and has four items to report in his absence.

First, he summarized the highlights of the State's approved 2011-2013 budget and their potential impacts on District programs. Daniels stated that the funding, commonly referred to as "I-695 backfill" money, as well as local capacity development funding were not cut, which is good news. However the "Blue Ribbon 5930" communicable disease funding was reduced 50 percent which will have impacts that aren't fully known at this time. Additionally, there were further reductions in Family Planning funding which make the survival of that program increasingly tenuous. Daniels assured the Board that any significant program changes would be brought back to the Board before any action is taken. Secondly, Daniels announced that the District is one of 11 jurisdictions to be included in Washington State's application to participate in a community transformation grant that will provide support for chronic disease funding. The grant has not been yet been awarded. Third, Daniels reported that the first measles case in Kitsap County since 1999 was confirmed by the Centers for Disease Control in the past two weeks. He noted that this was a somewhat unusual case in that the young boy had not travelled out of the country and had had the first of a two-part vaccination series for measles. District staff are on alert for new cases but none have been reported yet. And fourth, Daniels advised the Board on the result of the Drug Take Back event which was held on April 30 at 85

sites around the state with two sites in Kitsap County. He stated that the event was a great success with 394 pounds of pharmaceuticals turned in at the Silverdale site and 80 pounds at Port Orchard. He also commented that public health will again be supporting this “drug take-back” bill in the next State legislative session.

EXECUTIVE SESSION: PURSUANT TO RCW 42.30.110(1)(G) TO REVIEW THE PERFORMANCE OF A PUBLIC EMPLOYEE

At 11:32 a.m., Commissioner Garrido announced that the Board would be adjourning to Executive Session, pursuant to RCW 42.30.110(1)(g) to review the performance of a public employee, for 10 to 15 minutes. The Board returned to public session at 11:51 a.m. Commissioner Garrido stated that the Executive Session was for discussion purposes only and that no decisions were made.

JULY AND AUGUST BOARD MEETINGS

Daniels reminded the Board that the Board typically takes either July or August off with the July meeting falling on July 5 this year and the August meeting falling on August 2. Once the Board selects a date, Daniels suggested that the Personnel Committee meet in the “off” month to consider Scott Lindquist’s employment contract. After some discussion, Mayor Lent moved and both Mayor Lary Coppola and Commissioner Gelder seconded the motion that the Board meet on August 2. The motion passed unanimously.

PERSONNEL MANUAL REVISION

Scott Daniels introduced the final revision of the Personnel Manual to the Board, reminding the Board that they approved the first part of the revision to the manual in February following approval of those changes by the union. The District is now asking the Board to approve the second and final set of revisions that have recently been approved in negotiations with the union. Daniels then introduced Ms. Maureen Murphy, Human Resources Manager, who provided an overview of the reasons for the revision, including bringing it up-to-date with changes in employment law, bringing it into alignment with the union contract, and incorporating best human resources practices. She noted that the most significant changes were in the health benefits section.

During the discussion, Mayors Erickson and Coppola expressed reservations about approving this document because it is over 300 pages and because the Board only received the final document Thursday afternoon, which did not allow sufficient time to review the document carefully before the meeting. A third board member asked that scanned documents of this type be sent in color to make it easier to identify the red-lined text changes. Other Board members were comfortable with the District’s process in revising the manual, viewing it as a typical project to be delegated to staff and legal counsel to complete, working with the bargaining unit. Commissioner Gelder moved and Council Member Hytopoulos seconded a motion to approve the Personnel Manual as revised. The motion passed with four in favor and two abstentions.

ONSITE SEWAGE ORDINANCE REVISION

Mr. Keith Grellner, Director Environmental Health, presented an overview of the changes in this update of the onsite sewage regulations and asked the Board to approve the ordinance. Commissioner Garrido opened the Public Hearing at 12:09 p.m. for members of the public who

may wish to testify about the proposed changes. Dennis Reynolds addressed the Board on behalf of his client, Nancy Strehlow. Mr. Reynolds spoke in support of the proposed revision, specifically citing their support of the change in the 75-foot setback. Further, he thanked the District for the cooperative attitude of District staff in responding to their suggestions. There being no further persons who wished to testify, Commissioner Garrido closed the Public Hearing at 12:11 p.m. and requested Board comments on the proposed revision.

A discussion by the Board followed including questions about the scope of changes in addition to the 75-foot setback change. Mayor Lent then moved and Commissioner Gelder seconded a motion to approve Ordinance 2008A-01 Adopting Amended Onsite Sewage and General Sewage Regulations. The motion passed unanimously.

ADJOURN

There was no further business; the meeting was adjourned at 12:20 p.m.

Commissioner Charlotte Garrido, Chair
Kitsap County Board of Health

Scott W. Lindquist, MD, MPH
Director of Health

Board Members Present: *Mayor Lary Coppola; Commissioner Charlotte Garrido; Commissioner Rob Gelder; Council Member Kirstin Hytopoulos; Mayor Becky Erickson; Mayor Patty Lent; Council Member Roy Runyon (Alternate)*

Board Members Absent: *Commissioner Josh Brown*

Staff Present: *Karen Boysen-Knapp, Public Health Educator, Health Information Resources Program; Scott Daniels, Deputy Director; Kerry Dobbelaere, Program Manager, Clinical Services; Yolanda Fong, Public Health Nurse, Parent Child Health Program; Keith Grellner, Director, Environmental Health Division; Grant Holdcroft, Senior EHS, Solid & Hazardous Waste Program; Karen Holt, HR Analyst, Administration; Leslie Hopkins, Management Analyst, Administration; Tracey Kellogg, Accounting Program Manager; Shelley Kneip, Senior Deputy Prosecuting Attorney; Melina Knoop, EHS 2, Drinking Water Program; Beth Lipton, Epidemiologist, Health Information Resources; Suzanne Plemmons, Director, Community Health Division; Shelley Rose, Public Health Educator, Health Information Resources Program*

Public Present: *Nancy Strehlow, self; Dennis Reynolds, self; Daniel Warren, self*