

KITSAP PUBLIC HEALTH BOARD

Regular Meeting
November 3, 2015

The meeting was called to order by Board Chair, Commissioner Robert Gelder at 1:45 p.m.

MINUTES

Mayor Patty Lent moved and Mayor Tim Matthes seconded the motion to approve the minutes for the October 6, 2015, regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The contracts on the consent agenda included:

- 1459, Washington State Department of Ecology, *Toxics Cleanup Remedial Action*
- 1453, Olympic Educational Service District, *Home Based Services*
- 1357, Amendment 1, Washington State Department of Ecology, *National Estuary Program (NEP) Lake Symington Nutrient Reduction Project*

Mayor Matthes moved and Mayor Lent seconded the motion to approve the consent agenda, including the Contracts Update and Warrant and Electronic Funds Transfer Register. The motion was approved unanimously.

PUBLIC COMMENT

There was no public comment.

HEALTH OFFICER/ADMINISTRATOR'S REPORT

Dr. Susan Turner, Health Officer, highlighted the District's new Kitsap Respiratory Illness Report. The report includes local information about the lab testing specific to respiratory infections, as well as physician visit information for influenza illness, and hospital emergency department statistical information for influenza syndrome.

Health Officer Work Update:

- Next week the District will be debriefing with Harrison Medical Center on a recent collaborative effort to evaluate a patient from Sierra Leone for Ebola. The Washington State Department of Health will also participate in the debriefing.
- A statewide workgroup has developed a proposed draft Washington State Response to the Opioid Epidemic 2015-2016 Action Plan. Once that draft is formalized, Dr. Turner will share it with the Board.
- Tomorrow a cross-sector workgroup will hold its first meeting to discuss the issue of stable housing for those who have substance abuse disorders.
- The Harrison Medical Center Family Medicine Residency Graduate Medical Education (GMEC) Committee has just started meeting. The residency is to begin fall of 2018 and will help address healthcare access issues in Kitsap County.
- The Dental Care and Services Access Think Tank continues to move forward. Peninsula Community Health Services announced they will be applying for a Dental Residency Program.

- Dr. Turner continues to meet with stakeholders and is branching out to emergency management, law enforcement, Tribal members, and individual physicians.

Administrator Update:

Mr. Scott Daniels, Administrator, gave an update on the following recent public health related meetings:

- The Washington State Board of Health (SBOH) met in Bremerton on October 14, 2015. The District gave presentations on our Kitsap Strong ACES and resiliency efforts, and our Pollution Identification and Correction Program water quality work. Mr. Keith Grellner, Environmental Health Director, is the SBOH Chair. Mr. Daniels thanked Mayor Lent for attending the meeting and welcoming the SBOH to Bremerton.
- A large group of Olympic Community of Health (OCH) stakeholders met for the third time on November 2, 2015. The OCH's Accountable Community of Health (ACH) Readiness Proposal was one focus of the meeting. Submittal of the Proposal is necessary for the OCH be formally designated as an ACH and is due to the Washington State Health Care Authority (HCA) at the end of the month. The Olympic Community of Health (OCH) has also formed a governing body called the Interim Leadership Council (ILC). Katie Eilers, Assistant Director, Community Health Division, sits on the ILC representing "Chronic Disease Prevention across the Life Course".
- The Kitsap Community Health Priorities (KCHP) Summit was held on October 26, 2015. Topics discussed at the summit included affordable housing, Adverse Childhood Experiences (ACES) prevention, mental health, and obesity prevention. Kitsap Strong continues to engage all sectors around ACES. Mr. Daniels thanked Commissioner Gelder, Mayor Patty Lent, and Mayor Becky Erickson for attending. He mentioned that the District is pursuing a federal "trauma informed" training grant to help the criminal justice sector promote resilience strategies in their work.

Mr. Daniels also mentioned the availability of new Regional Youth Marijuana Prevention Funding as a result of the passage of State Initiative 502 which legalized the recreational use of marijuana. The funding will be used to educate youth about the risks of using marijuana. The funding is approximately \$200,000 a year and will be used to serve the same three-county region that is represented by the OCH. The District is supportive of the Kitsap County Human Services Department Substance Abuse Prevention Program's interest in doing the work. The District, and others, are in discussion about who will partner to support the policy and assessment portions of the work.

To follow up on a request from the last Board meeting for more information around pre-diabetes, Mr. Daniels provided a handout on Pre-Diabetes Prevention Resources and asked Ms. Eilers to speak about the handout. Ms. Eilers explained that the handout describes what pre-diabetes is and the importance of preventing it. The information helps people identify if they are at risk of developing diabetes, appropriate follow up, and how to connect with a diabetes prevention program. Also distributed was information on HealthLinks which is a program that provides

technical support for workplace wellness development. Board members who have interest in developing a worksite wellness program in their respective jurisdiction were encouraged to contact Ms. Eilers or Mr. Daniels for assistance.

Mayor Erickson asked a question about Medicaid spending and how it relates to mental health. Mr. Doug Washburn, Director, Kitsap County Department of Human Services, stepped forward and clarified that the Peninsula Regional Support Network (PRSN), consisting of Kitsap, Clallam and Jefferson counties, manages Medicaid dollars for inpatient and outpatient mental health services. Starting in April 2016, this organization will be transitioned into a behavioral health organization and will add chemical dependency services/dollars along with mental health. The PRSN has a citizen advisory board with equal numbers of members from Kitsap, Clallam, and Jefferson counties. It is governed by an Executive Board of county commissioners from Kitsap, Clallam, Jefferson counties, and local Tribal leaders. A member of the behavioral health organization will likely eventually sit on the OCH Board.

FINANCE AND OPERATIONS COMMITTEE REPORT

Mayor Lent reported on the discussion at the October 13, 2015, Kitsap Public Health Board Finance and Operations Committee meeting. She first discussed the District's 2015 YTD budget cash and investment status noting that revenues year to date are greater than budgeted, and expenditures are less than budgeted. Projected cash and investments continue to exceed the Board-established minimum reserve goal.

She reported that the 2016 preliminary budget figure is \$11,415,350. The current 2016 revenue projection is greater than the 2015 budget projection by approximately \$200,000, and the expenditure projection is up \$240,000 over 2015. Expenditure are up due primarily to staffing increases, and a Public Employee Retirement System (PERS) cost increase.

Mayor Erickson reported that District's budget will be out of balance by approximately \$467,000 which is anticipated to come from reserves. The Finance and Operations Committee will revisit the budget mid-year in 2016.

2016 PRELIMINARY BUDGET

Mr. Daniels presented a PowerPoint on the 2016 Budget. He first stated that an overall increase in revenues of \$188,708 is currently projected for 2016. He reviewed local government contributions to the District by jurisdiction comparing 2015 and 2016. Overall, contributions from Board jurisdictions in 2016 are projected to increase 1.5% from the County and 2% from the cities. A few potential new revenues for 2016 (currently unbudgeted) were discussed.

An increase in expenditures for 2016 is projected to be \$240,222. As mentioned previously, this is primarily due to an increase in staffing in 2015 and 2016, and Public Employee Retirement System cost increases. Budgeted 2016 expenditures do not at this time include wage adjustments currently being negotiated with the District's union.

He next reviewed cash and investment (reserve) estimates projected through 2017. The District estimates it will spend approximately \$415,639 in reserves in 2015, an estimated \$467,153 in reserves (current projection) in 2016, and a similar amount in 2017 under current budgeting scenarios. Although the District will remain above the Board-mandated minimum reserve goal in 2015 and 2016, it may dip below that goal in 2017, requiring structural adjustments to the budget to effectively reduce expenditures or increase revenues.

Mr. Daniels reviewed the 2016 budget process (timeline and activities) moving forward through the remainder of 2015, and plans to address the budget deficit in 2016 and beyond. It is anticipated that the final 2016 Budget and the 2016-2018 Collective Bargaining Agreement will be presented to the Board for consideration at its December 2015 meeting. He outlined the following anticipated timeline and activities in 2016 to address the potential budget reserve shortfall in 2017:

- January 2016: Form a staff committee to evaluate whether the District can continue to provide Clinical Services Program direct services in 2017. The committee will assess costs, and evaluate which services fit into the District's priorities and which services fall under the Washington State's Foundational Public Health Services.
- January – April 2016: Begin the groundwork to build legislative support in 2017 for State funding to locals for Foundational Public Health Services work.
- Spring 2016: Conduct a Board Study Session on a local funding formula, and discuss District budgeting priorities moving forward.
- January – December 2016: Continue to participate in, and provide backbone support for, the Olympic Community of Health, and evaluate potential funding opportunities through this process.
- January 2017: Implement an accrual-based accounting and budgeting system (with groundwork in 2016) to assist with future budget projections and analyses.

Mr. Daniels mentioned that in addition to current ACH funding, significant additional federal Medicaid funding may flow to the region through the ACHs, as potential coordinating entities, to pay for performance-based work as well as housing support and long-term care. Mr. Daniels stated that the process for ACH funding distributions is currently not clear; however, what is known is the ACHs will determine regional health priorities which will likely drive funding priorities. The OCH is also working on identifying gaps in population health services and will continue to refine this information over the next year to identify where spending should occur.

Mr. Daniels also reiterated his interest in maintaining transparency and open communications around these issues with the Board and with District staff.

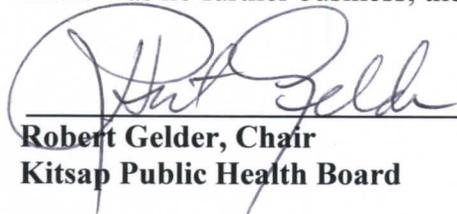
Commissioner Gelder asked the District if it had received any feedback on revisions to the District's Smoking in Public Places (SIPP) Ordinance to address vaping. Mr. Keith Grellner, Director, Environmental Health Division, explained that before a public hearing can be conducted, the first draft of the ordinance will need to be reviewed by the District's attorney,

then presented to the Board at its January or February 2016 meeting. To date, the District has had no feedback from public on this ordinance. Board members voiced support for moving forward to implement the SIPP ordinance sooner rather than later.

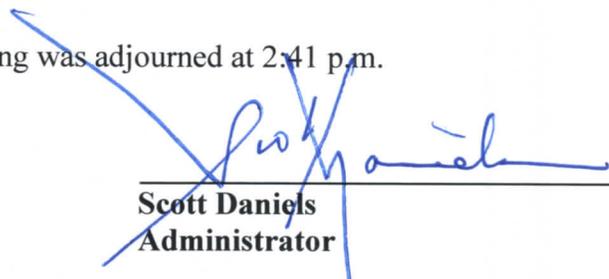
Mayor Matthes announced that the City of Port Orchard is celebrating a ribbon cutting for a new bridge over Blackjack Creek, a pedestrian path that will someday be part of a larger 3.5 mile trail and walking pathway.

ADJOURN

There was no further business; the meeting was adjourned at 2:41 p.m.



Robert Gelder, Chair
Kitsap Public Health Board



Scott Daniels
Administrator

Board Members Present: *Council Member Sarah Blossom; Mayor Becky Erickson; Commissioner Charlotte Garrido; Commissioner Rob Gelder; Mayor Patty Lent; Mayor Tim Matthes, Commissioner, Ed Wolfe.*

Staff Present: *Scott Daniels, Administrator; Susan Turner, Health Officer; Kathy Greco, Confidential Secretary, Administration; Karen Holt, Manager, Human Resources; Leslie Hopkins, Program Coordinator, Administration; Suzanne Plemmons, Director, Community Health Division; Karen Bevers, Communications Coordinator, Administration; Katie Eilers, Assistant Director, Community Health Division; Kerry Dobbelaere, Program Manager, Clinical Services; Keith Grellner, Director, Environmental Health Division; Shelley Rose, Public Health Educator, In-Person Assister Program; Tracey Kellogg, Manager, Finance and Performance; Dana Brainerd, Public Health Nurse; Anna Gonzalez, Public Health Nurse, Clinic Services; Betti Ridge, Social Worker, HIV/AIDS, Beth Phipps, Public Health Nurse, Clinical Services; Akiko Miller, Public Health Nurse, Clinical Services; Johanna Hanssen-Keller, Public Health Nurse, HIV/AIDS.*

Public Present: *Monte Levine, self; Doug Washburn, Kitsap County Human Resources*