

KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Regular Meeting
October 7, 2025

The meeting was called to order by Chair Tara Sell at 8:30 a.m.

Each Board member present gave a brief introduction.

APPROVAL OF MINUTES

Member Stephen Kutz moved and Member Drayton Jackson seconded the motion to approve the minutes for the September 2, 2025, regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The October consent agenda included the following contract:

- 2441, Amendment 8, *Washington State Department of Health, Consolidated Contract.*

Commissioner Christine Rolfes moved and Mayor Ashley Mathews seconded the motion to approve the consent agenda. The motion was approved unanimously.

PUBLIC COMMENT

There was no public comment.

ADMINISTRATOR/HEALTH OFFICER'S REPORT

Administrator Report:

Yolanda Fong, Administrator, shared three updates:

- Annual Audit Update: The financial statement and federal grant components of the Health District's annual financial audit are complete. The State Auditor's Office reported no findings during the exit conference on September 23. The financial accountability audit is still in progress.
- Public Health, Health Care Facilities, and Providers Board Member Recruitment: Recruitment is underway for the vacant board member position. The Health District is working with the Personnel Committee to conduct the recruitment. After the application period closes, applications will be reviewed and interviews will be conducted. A recommendation will be presented to the Board in December, with the new member's estimated start date in January 2026.
- Women, Infants, and Children (WIC) Program: The federal government shutdown may disrupt the WIC program, though benefit cards will remain active until October 14. In response, the Health District and Kitsap Community Resources (KCR) have partnered

to host a meeting with community partners. The meeting will be used to discuss service disruptions and develop mitigation strategies.

There was no further comment.

Health Officer Report:

Dr. Herbie Duber, Interim Health Officer, shared several updates:

- COVID-19 Vaccine and ACIP Meeting:
 - The Washington State Department of Health (DOH) issued a standing order on September 4, authorizing the updated COVID-19 vaccine for individuals six months or older, including pregnant people.
 - The September Advisory Committee on Immunization Practices (ACIP) meeting was noted for its atypical proceedings, with professionals expressing concern over unfounded claims made during discussions.
- ACIP Vote Results:
 - ACIP no longer recommends the combined measles, mumps, rubella, and varicella (MMRV) vaccine for children under four due to claims about a higher incidence of febrile seizures. Dr. Duber explained that documentation of febrile seizures has shown they do not lead to future complications, meaning the recommendation was based on something not medically consequential. Separate MMR and varicella vaccines are recommended in place of MMRV.
 - The initial vote allowing the Vaccines for Children (VFC) program to continue covering the MMRV vaccine was reversed the next day due to voting discrepancies.
 - The COVID-19 vaccine will continue to be recommended to those age six months and older, but the recommendation was altered to emphasize patient-provider consultation. Healthcare professionals are concerned that the shift to an individual-based decision-making approach could negatively affect vaccine accessibility.
 - The vote on removing hepatitis B vaccine recommendations for newborns was deferred, but testing for all pregnant persons remains recommended.
- COVID-19 Vaccine Insurance Coverage:
 - Most insurers, including Apple Health (Medicaid) and Medicare, are expected to continue covering the COVID-19 vaccine at no-cost.
 - Access concerns exist, especially for pediatric patients, as some pharmacies may be hesitant to administer the vaccine to children. Bulk purchasing by public health and healthcare providers is expected to help increase availability.
- Respiratory Illness Update:
 - The summer wave of COVID-19 cases has likely peaked.

- Influenza and RSV rates are not currently concerning, but are expected to increase in the coming winter months.
- Communicable Disease Updates:
 - New measles cases have been reported in California and Minnesota, while New Mexico's recent outbreak of over 100 cases has been declared over.
 - A rise in mpox variant Clade II, consistent with national trends, has been observed in Washington, including increased wastewater detection. Detection of the more severe Clade I variant was noted in Pierce County wastewater, though cases in the United States are rare.
- Acetaminophen and Autism:
 - Reports from the federal government linking acetaminophen to autism are based on inconsistent data and have not been scientifically established as causal. Dr. Duber affirmed the safety of acetaminophen for pregnant people and discouraged attributing the complex condition of autism to a single cause, noting that fever during pregnancy can have serious health consequences.
- Federal Government Shutdown Impacts:
 - The shutdown is disrupting data collection by the Centers for Disease Control and Prevention (CDC).
 - Medicare allowances for telehealth expired on September 30, reducing ongoing healthcare access for older populations, especially in areas like Kitsap.
 - An ongoing shutdown could impact services like SNAP benefits and school lunches.
 - The shutdown is due to disagreements about the Affordable Care Act (ACA) and the related subsidies. Subsidies were enacted in 2014 and 2020 to help with health care costs. Professionals are concerned about increased costs and affordability of insurance coverage if subsidies are discontinued. There are also concerns about individuals losing coverage due to Medicaid restrictions, in addition to cost increases.

Board members discussed the presentation and asked clarifying questions.

There was no further comment.

PUBLIC HEARING: ORDINANCE 2025-02, RODENT CONTROL REGULATIONS

John Kiess, Environmental Health Director, provided the Board with an overview of proposed Ordinance 2025-02, *Rodent Control Regulations*. During the presentation, Mr. Kiess explained:

- Existing rodent control ordinance from 1999 requires an update.
- Consequences of feeding wildlife and new language to address wildlife feeding.
- Timeline of the proposed ordinance.

- Questions and comments received during the public comment period.

Board members discussed the proposed ordinance and asked clarifying questions. Commissioner Rolfes voiced concern about the language in Section 6.C.1 and 6.C.2, noting a lack of clarity around situations that would trigger enforcement actions. Member Kutz noted that it is nearly impossible to make feeders that fully prevent access by squirrels and recommended revising it from "prevent" to "deter".

Chair Sell announced the public hearing portion of the agenda and invited members of the public to comment on the proposed ordinance. Four people provided comment:

1. Cole Janowski, Wildlife Conflict Specialist with the Washington Department of Fish and Wildlife (WDFW), expressed support for the ordinance. Mr. Janowski serves Kitsap County for most wildlife conflict issues. He shared examples of common wildlife conflicts, noting many are due to humans feeding wildlife. Mr. Janowski also shared potential consequences that can result in serious issues like disease transmission and wildlife habituation.
2. Kitsap resident, Tom Gobeske, explained their neighborhood has become infested with raccoons after being fed repeatedly by a neighbor. Mr. Gobeske said there are over 20 raccoons in their yard at night. Residents have been severely affected by the infestation. Some have built fences to keep the raccoons out; others are exposed to raccoon waste. The raccoons have become increasingly aggressive and have attacked neighborhood dogs. Mr. Gobeske said they worry humans will also be attacked. He voiced support for stronger language restricting the feeding of wildlife.
3. Gini Gobeske, a resident of the same neighborhood, provided additional comment about the raccoon infestation. Ms. Gobeske said she is concerned about diseases spread by wildlife and the raccoons' aggression. She noted their neighbor's dog has been attacked twice, then built a fence in an attempt to keep the raccoons away. The raccoons have dug tunnels through vegetation and hiss at residents who are working outside. Ms. Gobeske explained the animals are a nuisance and the issue must stop.
4. Tom Wallner, also a resident of the neighborhood, emphasized the impact the raccoon infestation has on the residents. Mr. Wallner said he lives between two neighbors who feed the raccoons, resulting in hundreds of raccoons in the area. In one instance, Mr. Wallner said he drove his car into the driveway, and the five raccoons in the area did not leave, resulting in Mr. Wallner hesitant to get out of the car for fear of being attacked.

Board members further discussed the ordinance and potential revisions that would address the concerns of Commissioner Rolfes and Member Kutz.

Mayor Rob Putaansuu moved and Member Jackson seconded the motion to amend Section 6.C.2 of proposed Ordinance 2025-02, *Rodent Control Regulations*, to "Wild birds may only be fed outdoors through the use of a feeder or device that deters rodents and other wildlife from becoming a nuisance." The motion was approved unanimously.

Mayor Putaansuu moved and Member Kutz seconded the motion to approve Ordinance 2025-02, *Rodent Control Regulations*, as amended. The motion was approved unanimously.

There was no further comment.

PROPOSED ADJUSTMENTS TO THE 2026 ENVIRONMENTAL HEALTH FEE SCHEDULE

Mr. Kiess shared information about proposed adjustments to the Health District's Environmental Health (EH) fee schedule for 2026. During the presentation, Mr. Kiess shared:

- Goal of EH fees, which aim to recover service costs.
- Annual process of evaluating and adjusting fees.
- Proposal to restructure fees and associated permit types for the Food and Living Environment (FLE) program.
- Financial impacts on existing permit holders and the Health District.
- Board Finance and Operation Committee voiced support for the proposal.

Mr. Kiess explained that if the Board is supportive of the proposal, the Health District would begin the public comment and notification process, then brought to the Board for potential adoption.

Board members discussed the proposal and asked clarifying questions.

There was no further comment.

COMMUNITY HEALTH IMPROVEMENT PLAN UPDATE

Siri Kushner, Public Health Infrastructure Director, and Adrienne Hampton, Policy, Planning, and Innovation Analyst, provided the Board with an update on the Kitsap Community Health Improvement Plan (CHIP). During the update, they shared:

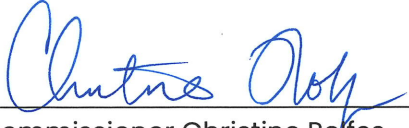
- Goal of the Community Health Assessment (CHA), CHIP, and Kitsap Community Health Priorities (KCHP) processes.

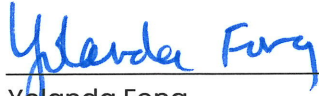
- KCHP priorities of focus for 2024–2028, which include healthcare, housing and homelessness, and mental and behavioral health.
- KCHP Progress Summit hosted by the Health District on October 2.
- Information and updates for priority workgroups.
- Next steps for KCHP.

There was no further comment.

ADJOURN

There was no further business; the meeting adjourned at 10:01 a.m.


Commissioner Christine Rolfes
Kitsap Public Health Board


Yolanda Fong
Administrator

Board Members Present: *Member Drayton Jackson; Member Stephen Kutz; Mayor Ashley Mathews; Mayor Rob Putaansuu; Commissioner Christine Rolfes; Member Dr. Tara Sell; Member Dr. Jolene Sullivan.*

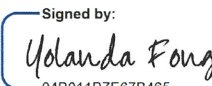
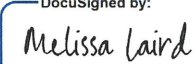
Board Members Absent: *Mayor Becky Erickson; Mayor Greg Wheeler.*

Community Members Present: *Gini Gobeske, Community Member; Thomas Gobeske, Community Member; Cole Janowski, Washington Department of Fish and Wildlife; Maryellen Wallner, Community Member; Thomas Wallner, Community Member.*

Scribe: *Margo Chang, Management Analyst, Kitsap Public Health District.*

Staff Present: *Angie Berger, Management Analyst, Equity and Performance Management; Steve Brown, Program Manager, Solid and Hazardous Waste; Dr. Herbie Duber, Interim Health Officer, Administration; Yolanda Fong, Administrator, Administration; Jessica Guidry, Director, Public Health Infrastructure Division; Adrienne Hampton, Policy, Planning, and Innovation Analyst, Administration; John Kiess, Director, Environmental Health Division; Siri Kushner, Director, Public Health Infrastructure Division; Anne Moen, Program Manager, Food and Living Environment; Lynn Pittsinger, Director, Community Health Division; Tad Sooter, Public Information Officer.*

Kitsap Public Health Board Meeting**Date: November 4, 2025****CONSENT AGENDA ITEM: Warrant and Electronic Fund Transfer (EFT) Registers****Approvals:**

	Signature	Date
Administrator	Signed by:  04B011B7E67B465...	10/29/2025
Finance Manager	DocuSigned by:  DB9C788F36B1487...	10/23/2025

Recommended Motion: Approval**Items:**

Type	Warrant/EFT Date	Total Amount
Accounts Payable	9/4/2025	\$ 20,912.50
Accounts Payable	9/11/2025	151,857.73
Accounts Payable	9/18/2025	73,774.19
Accounts Payable	9/25/2025	103,648.48
NDGC Mortgage	9/2/2025	25,179.00
Miscellaneous	9/4/2025	6,530.83
Vital Records Transfer	9/19/2025	28,409.00
Accounts Payable Total		\$ 410,311.73
Payroll	9/30/2025	590,077.46
Payroll Benefits (PERS)	9/15/2025	121,773.49
Payroll Taxes	9/30/2025	221,916.66
Payroll Total		\$ 933,767.61
Grand Total		\$ 1,344,079.34

Kitsap Public Health Board Action:

- ☒ Approve
☐ Deny
☐ Table / Continue

	Signature	Date
Kitsap Public Health Board Chair		11/4/25

Approving Revised Health Officer Classification

WHEREAS, on March 1, 1980, the Kitsap Public Health Board adopted the job classifications established by the Local Government Merit Program for the positions of the Kitsap Public Health District, including that of Health Officer; and

WHEREAS, on November 5, 2013, the Board approved a leadership structure in which one individual is appointed as Health Officer, and another individual is appointed as Administrator, under the provisions of RCW 70.05; and

WHEREAS, the Board desires the Health District to remain competitive in recruitment of the Health Officer position by allowing for less than a full time equivalency; and

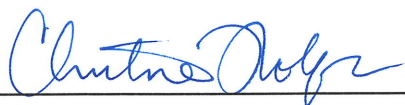
WHEREAS, the Health Officer Classification should be updated in light of modern challenges in managing a complex public agency and addressing public health issues in a rapidly changing environment; and

WHEREAS, the Board recognizes the need for a consistent and clear leadership structure; and has determined that a new District leadership structure should be implemented with the Board appointed Health Officer reporting to the Administrator.

NOW, THEREFORE, BE IT RESOLVED that the Kitsap Public Health Board hereby:

1. Approves the revised classification description for Health Officer, as set forth in Attachment A;
2. Approves the revised Health District leadership structure described above.

APPROVED: November 4, 2025



Commissioner Christine Rolfes, Vice Chair
Kitsap Public Health Board

Approving 2026 Environmental Health Division Service Fees

WHEREAS, the Kitsap Public Health Board is empowered by RCW 70.05.060(7) and RCW 70.46.120 to establish and charge fees for issuing or renewing licenses, permits, or for such other services as are authorized by law; and

WHEREAS, Board Budget Policy, Article XI, Budget Administration – Fees, directs the Health District to recover the cost of services for fee related activities; and

WHEREAS, the Board previously passed Resolution 2019-06 amending the Environmental Health Division fee schedule and providing for yearly increases based on the April Consumer Price Index – Urban Wage Earners and Clerical Workers Index for Seattle – Tacoma – Bremerton (“CPI”) for years 2020 through 2026; and

WHEREAS, the Board previously passed Resolution 2022-09 which established that CPI-related fee adjustments should still be considered as needed based on the April Consumer Price Index – Urban Wage Earners and Clerical Workers Index for Seattle – Tacoma – Bremerton (“CPI”) of the current year for future years of 2023 through 2026, with a minimum increase of 3% per year and a maximum of 6% per year; and

WHEREAS, the April 2025 Consumer Price Index – Urban Wage Earners and Clerical Workers Index for Seattle – Tacoma – Bremerton (“CPI”) was 1.7%; and

WHEREAS, the Board may determine that some individual fees may be modified or held as unchanged as needed; and

WHEREAS, the Food and Pools Program seeks to simplify and consolidate its existing fee structure and increase temporary food service establishment fees to address an approximate \$97,000 shortfall between costs and revenue for temporary food service establishment permitting; and

WHEREAS, the Drinking Water/Onsite Sewage and Solid and Hazardous Waste programs are following a multi-year budget plan to spend down some of their existing reserve balances and no fee schedule changes are proposed for these two programs for 2026; and

NOW, THEREFORE, BE IT RESOLVED that the Kitsap Public Health Board does authorize and approve Resolution 2025-06, Approving 2026 Environmental Health Division Service Fees, effective January 1, 2026, and until further notice, as follows and as specified the attached fee schedule:

1. Permanent food establishment permit categories will be consolidated into two permit types;
2. Temporary food establishment permit categories will be consolidated into three different types with increased fees;
3. Water recreation facility permit categories will be consolidated into one type;
4. Other Drinking Water/Onsite Sewage, and Solid and Hazardous Waste program fees will be held status quo at 2025 rates.

CONFLICTING RESOLUTIONS: To the extent that the fee schedule described above is inconsistent with prior provisions of the Kitsap Public Health Board Resolutions, the prior provisions are hereby repealed.

APPROVED: November 4, 2025 **EFFECTIVE:** January 1, 2026

A handwritten signature in blue ink, appearing to read "Christine Rolfes", is written over a horizontal line.

Commissioner Christine Rolfes, Vice Chair
Kitsap Public Health Board