

**KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Regular Meeting
July 5, 2016**

The meeting was called to order by Board Chair, Mayor Becky Erickson at 1:48 p.m.

REVIEW AND APPROVE AGENDA

There were no requested changes to the agenda.

REVIEW WORK STUDY MINUTES

Mayor Rob Putaansuu moved and Commissioner Robert Gelder seconded the motion to approve the minutes for the June 2, 2016, work study session. The motion was approved unanimously.

BOARD MEETING MINUTES

Mayor Putaansuu moved and Commissioner Gelder seconded the motion to approve the minutes for the June 7, 2016, regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The July consent agenda included the following contracts:

- 1551, Kitsap County, *Crisis Response and Coordinated Care Demonstration Project*
- 1552, Kitsap Community Resources, *Crisis Response and Coordinated Care Demonstration Project*
- 1554, Kitsap County, *Improving Health and Resiliency of High Risk Mothers and Their Children*
- 1563, Department of Ecology, *Site Hazard Assessments*
- 1566, Jefferson County Public Health, *Mental Health/Chemical Dependency Reports*
- 1567, Kitsap County, *Mental Health/Chemical Dependency Metrics*

Commissioner Gelder moved and Mayor Patty 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

Health Officer Update:

Dr. Susan Turner congratulated our new Administrator, Keith Grellner, and welcomed him to his first official Public Health Board meeting.

Dr. Turner then began her report on Safe Medication Return Programs. She explained that these programs are another way we can talk about issues that touch on opiate misuse or opiate abuse.

Some surveys of adults and youth find that adults and youth obtain their medications for their improper use through their home medicine cabinet or a friend's medicine cabinet. With that concerning finding and concerns about the environment, as well as suicide and overdose risk from medications in the home, the result has been a renewed interest in safe medication take back programs. She reported such programs generally have no local funding and it is a struggle for any community to keep those programs going. With that consideration, there has begun new interest across the United States and specifically in two counties in Washington who passed Public Health Board Ordinances that require pharmaceutical companies that sell medications in that particular county to pay for safe prescription takeback programs. Dr. Tuner explained that it is not a local pharmacy program, but that it is actually a program provided by the pharmaceutical companies themselves who also finance the program. They generally form a work group or conglomerate and contract with a Limited Liability Company or something similar to run it for all of the companies together. She indicated such companies can group in whatever groupings they wish. That company then drafts a medication take back plan for approval. In King and Snohomish counties, where they have passed these ordinances, for a fee, the Health District or Department then reviews and approves the plan. The medication take back company then manages the program. It is at the total expense of the pharmaceutical industry, and not at the expense of any local entity. She asked the Board if they were interested in the District gathering additional information and further pursuing this effort. She recommended then convening the Policy Committee for further discussion. The Board unanimously supported moving forward in pursuing this priority.

Administrator Update:

Mr. Keith Grellner, Administrator, thanked the Board for their support.

Mr. Grellner started his update by passing out to the Board, for their information, a plaque and a couple of recent "Remember When" news articles from the Kitsap Sun. With respect to the plaque, Mayor Lent explained to the Board that she and Mr. Grellner recently attended a graduation- decommissioning ceremony at Naval Hospital Bremerton as the Naval Hospital is discontinuing their Family Medicine Residency Program. Naval Hospital Bremerton awarded the plaque to the Health District, represented by Mr. Grellner, as a thank you for 26 years of service and assistance with the Residency Program. Mr. Grellner explained that the District has participated in the program by providing a Public Health/Community Health rotation educational opportunity. He recognized all of the District staff for their contribution to the program as the District offered various opportunities with staff to learn about Public Health first hand. Residents were also updated on Public Health issues trending at the time of their visit. Mr. Grellner also commented that it was unfortunate the program is being discontinued.

Mayor Lent continued with a brief explanation of the news articles that described public health situations in Bremerton, circa 1941, when the first Medical Officer for Bremerton/Kitsap County, Dr. Baldwin, performed public health duties on behalf of the citizens, namely rodent prevention and control measures. The article included the concern of rabies in dogs in the County and that a rabies vaccination requirement had been established at that time. Mayor Lent noted that Kitsap County has and continues to be one of the safest county due to the dedication of the staff of the District. Mr. Grellner thanked Mayor Lent for sharing this information.

Mr. Grellner then introduced Mr. John Kiess, and welcomed him as the new Environmental Health Director for the District.

Mr. Grellner continued with a brief update on Gorst Creek Landfill Removal Project, reporting the project is well under way. He encouraged members of the Board to take the opportunity to stop by the project site. He added if members of the Board were interested in a firsthand tour, a member of the Solid and Hazardous Waste Program staff would be happy to accompany members to the site. As presented at a previous Board meeting, this is quite a remarkable project that has been a long time District effort. They are digging up the entire landfill and transporting the materials to Oregon. They are then remediating that complete corridor above Highway 3 where it crosses Gorst Creek. He noted the area has a camera providing constant video (24/7) of the progress of the site clean-up. When the project is completed, we will invite our Solid and Hazardous Waste Program staff to a future Board meeting to provide a full presentation on the success of this project.

Lastly, Mr. Grellner introduced Ms. Katie Eilers, Assistant Director of Community Health, to provide the Board with a brief follow-up on the homelessness workshop that was held the week prior to today's meeting. Ms. Eilers took the opportunity to thank the Board for the Homelessness Summit, noting that many members of the Board were integrally involved and added her appreciation of the value of having that interaction with our community partners. Ms. Eilers recalled that the summit included a presentation outlining a community crisis response team which is similar to our District efforts using 1/10th of 1% funding for the Kitsap Connect project. There are several collaborative partners involved in Kitsap Connect including the City of Bremerton, Police, EMS, several non-profits, Salvation Army, KCR, and City of Poulsbo Court Diversion Program. One of the deliverables of this grant is to invite elected officials and decision makers to form an advisory group to combine with some of those community partners that were mentioned previously. The plan was to form the advisory group early next year. With the recent summit, Ms. Eilers noted establishing the group would be an excellent follow-up and asked if one or more of the members of the Board would be interested in participating. She explained that there was a request with an emphasis for 10 – 15 affordable housing units for youth and adults at a central location and this would be one of the priorities for this group. Mayor Lent recommended that the committee be formed as soon as possible. In addition, Mayor Lent volunteered to participate on the committee. Commissioner Charlotte Garrido highlighted that a report consolidating all of the information and recommendations from last week's Summit would soon be available and that will be useful information for considerations moving forward. Mayor Erickson mentioned ongoing efforts with Housing Kitsap for several housing projects are also in the works. Following the summary by Ms. Eilers, Mayor Erickson directed the Health District to send out a Doodle Poll soliciting Board Member interest in participating on the advisory group.

There was no further discussion.

AMENDING THE HEALTH BOARD'S 2016 MEETING SCHEDULE

Mr. Grellner informed the Board that many of the other regional meetings that the Board members participate in on the first Tuesday of the month, like the Health Board, were cancelling their meetings for August. Mr. Grellner presented a draft amended meeting schedule for 2016, showing a cancellation of the August meeting, and asked the Board if it was their desire to also cancel their August meeting.

After brief discussion, Commissioner Garrido moved, and Commissioner Gelder seconded a motion to amend the Board's 2016 meeting schedule and cancel the August meeting. The motion was approved unanimously.

Mr. Grellner noted that with the cancellation of the August meeting, the District may have contracts that will require action through the remote process for approval from the Board Chair along with an additional member of the Board.

KITSAP PUBLIC HEALTH BOARD RESOLUTION 2016-10: AFFIRMING KITSAP PUBLIC HEALTH BOARD COMMITMENT FOR PAYING A PORTION OF THE KITSAP PUBLIC HEALTH DISTRICT'S NORM DICKS GOVERNMENT CENTER DEBT SERVICE COSTS

Mr. Grellner addressed the Board explaining the recent agreement and tentative decision during the June 2, 2016, work study session, in consideration of approval of Resolution 2016-10, Affirming Kitsap Public Health Board Commitment for Paying a Portion of the Kitsap Public Health District's Norm Dicks Government Center Debt Service Costs.

As presented and discussed during the work study session, the purpose of this resolution is to formally memorialize the commitment that the Board made to the Health District on June 4, 2002, to fund twenty percent (20%) of the District's annual principal and interest costs for its offices in the Norm Dicks Government Center (NDGC) until the District's debt for this space is fully paid in 2034. The resolution also memorializes that the District will request this funding from individual Board member jurisdictions each year as part of the budget process (as it has since 2005), and that each member entity's share of the twenty percent (20%) of the District's annual principal and interest costs will be calculated based on each entity's percentage of the total population for Kitsap County according to the most recent annual population estimates developed for each jurisdiction by the Washington State Office of Financial Management. The Board made this commitment to the Health District in 2002 in response to the District's request for funding assistance since the cost of the office space in the NDGC was beyond what the District could afford to pay on its own.

Dr. Tuner distributed additional written information to the members of the Board in regard to how the formula would change upon approval of the resolution as it is drafted currently. The contributions as based on jurisdictional populations. This calculation used 2015 data recently released. Upon request from Mayor Erickson, Mr. Grellner recounted the history of the

agreement for the Board members. He explained that the Board made this commitment to the Health District in 2002 in response to the need of appropriate tenants to occupy vacant office space at the new proposed Norm Dicks Government Center. At that time, the District was already in the process of planning for rebuilding the District offices at Austin Drive, and had built up reserves to support new construction at the Austin Drive site. The existing building was in serious disrepair and for the safety of staff, clients and the public, rebuilding was a priority. As a viable candidate to move to the Government Center, the District requested funding assistance from the Board jurisdictions to contribute to the NDGC mortgage as the cost of tenancy there was far beyond what the District could afford to pay on its own. The Board committed their support by agreeing to cumulatively contribute a total of 20% of the NDGC debt repayment costs. Mr. Grellner confirmed, since 2005, the member jurisdictions have done so. The mortgage was refinanced in 2014, and currently has an interest rate of approximately 2.6%. Mr. Grellner also added that the NDGC owner's association has been making concerted efforts to build a reserve account for the building which currently totals approximately \$625,000, and that they are making progress toward a goal of \$1,000,000 in reserves for the Center equipment failures and building issues for the future.

Mr. Grellner explained that there was not a pressing need for an immediate decision, but that it would be helpful to have this in place, memorializing the agreement before year-end. Mayor Putaansuu asked if assessed property values were included in the calculation previously which may explain the significant increase for Port Orchard this year. Mr. Grellner explained that there were indications that that may have been part of the original formula, but that historical information was not clearly defined. Mayor Putaansuu recommended that we have an established schedule for assessing and providing the annual contribution amounts for the local jurisdictions for budgeting purposes. Board discussion followed. The Board agreed that the calculation would be based on population and assessed every two years, mid-year on even numbered years, with the established contribution beginning with the following odd year. Mayor Erickson motioned for approval of Resolution 2016-10: Affirming Kitsap Public Health Board Commitment for Paying a Portion of the Kitsap Public Health District' Norm Dicks Government Center Debt Service Costs amended to include the afore mentioned assessment schedule. The motion was seconded by Mayor Lent and unanimously approved by the Board.

OVERVIEW OF DRINKING WATER REGULATORY FRAMEWORK IN KITSAP COUNTY AND PROPOSED CHANGES TO HEALTH BOARD ORDINANCE 1999-6, RULES & REGULATIONS FOR PRIVATE AND PUBLIC WATER SUPPLIES

Mr. John Kiess, Environmental Health Director, approached the Board and thanked the members for the opportunity of being their new Environmental Health Director.

He then explained that he would be providing an overview of the drinking water regulatory framework in Kitsap County and provide information for the discussion of proposed changes to our existing Board of Health Drinking Water regulations, Ordinance 1999-6, Rules and Regulations for Private and Public Water Supplies. He reported that in Washington State, drinking water rules and regulations are implemented and enforced through a multi-layered system addressing a broad range of water supplies, from large, public utilities, to private,

individual wells. He noted his presentation will focus on several key topic areas including how water systems are regulated in Kitsap County; the importance of protecting our water supplies; the services the District's Drinking Water Program provides; the challenges of small public water system regulation; and the need for local drinking water ordinance changes. Mr. Kiess encouraged the Board to ask questions throughout the presentation. He explained that drinking water has been in the news for the past few months, but for the wrong reasons. He mentioned that all too often we only hear about drinking water issues at the worst times and in the worst situations and with that, often times, regulations come after the fact. Mr. Kiess also explained how such situations may play out in our County and he assured the audience that we are very proactive, and provide excellent management of our resources, and such issues as in Flint, Michigan, would not occur in our community.

Mr. Kiess began his presentation by explaining the importance of protecting our groundwater and drinking water supplies as groundwater is the primary source of drinking water for most of the population of the Kitsap Peninsula. He expressed the need to insure water supplies are properly located and designed to protect this valuable resource in Kitsap County. Properly managing water systems and planning in regard to land use is critical in protecting our water resources, making sure safe systems are there for us in the future. He explained that Group A Public Water Systems are water systems with 15 or more residential connections and are regulated by the Washington State Department of Health. Group B Public Water Systems have 3 to 14 residential connections and are regulated by the Health District. Mr. Kiess said it was important to note that Group B systems are not federally regulated. In Washington State, we have an administrative code along with a District Ordinance for regulatory requirements. Private Water Supplies are typically individual wells that serve one or two parties and these supplies are specifically regulated by the District through our local ordinance. Mr. Kiess outlined the services the District's Drinking Water Program provides. Such services include building permit review for an adequate water supply; well site inspections and well construction review; coordinated water system plan and land use reviews; public water system surveys; water status reports for real estate transactions; Group B water system oversight; complaint response in regard to abandoned wells; well data collection; participation with WaterPAK and coordination among water purveyors; and lastly, response to public inquiries.

Mr. Kiess outlined the reasons for the proposed drinking water ordinance revision including changes by the State Department of Health to Group B Water System rules and system compliance problems for Group B water systems. The District provides building clearance issuance and land use reviews as we have to make sure there is adequate water for those lots, so we are already closely tied to the development process in regulating and managing our existing supplies. He noted that the District has established relationships and is actively participating with water purveyors, system managers, and the real estate community to ensure the safety and preservation of our community water supplies. Included in his presentation was a list of involved stakeholders including Kitsap Public Utility District, Washington Water Service, Northwest Water Systems, Washington State Department of Health, Kitsap County Well Drillers, Kitsap County Association of Realtors, Kitsap Builders Association, and the Kitsap County Department of Community Development.

Mr. Kiess explained that 11 other local health jurisdictions (LHJs) in Washington have adopted a local ordinance to address Group B water systems, with Group B annual permits averaging \$110 for those with operating permit requirements. (This figure does not include sanitary survey costs.) The remaining 25 LHJs have little or no involvement with Group B water systems. Mr. Kiess noted that in 2008, the State Department of Health cut funding to LHJs for Group B water systems leaving them completely un-funded. The District does provide a level of service to these systems which are predominately located in rural areas, managing them free of charge. Revisions to the local ordinance will include ongoing monitoring and management requirements, the implementation of an ongoing sanitary survey inspection program, and requiring a Group B operating permit fee to adequately fund existing and new efforts to implement the new rules. Mr. Kiess reported that we have a very effective onsite sewage real estate transaction review process, which could be mirrored as a compliance program for Group B water systems. This program could make it incumbent on the seller to acquire a time of sale report on the status of the water system, to be provided to the buyer, as a mechanism to gain compliance and protect and manage these systems the best we can. The private industry would be readily involved in this process, along with the District.

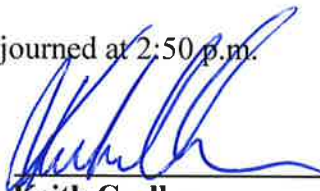
Board discussion followed. Mayor Lent addressed the Board, noting her recommendation for the District to modernize and update Ordinance 1999-6 to improve drinking water system oversight and public health protection in Kitsap County. The Board unanimously agreed and encouraged the District to begin the process, with inclusion from the industry and the public, bringing the revised ordinance back to the Board for review and adoption as discussed, including the fee structure and plans for implementation, completing the process early spring of 2017.

ADJOURN

There was no further business; the meeting was adjourned at 2:50 p.m.



Becky Erickson
Kitsap Public Health Board



Keith Grellner
Administrator

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

Community Members Present: *Angela Barcus, Spectra-Laboratories-Kitsap, Roger Gay, Member of the Public, Jason Nutsford, Kitsap Public Utilities District #1, Kevin Odegard, Northwest Water Systems, Shawn O'Dell, Washington Water Services Company, Nancy Parrot, Spectra Laboratories-Kitsap, Jeffrey L. Rowe, Kitsap County DCD, Susan Soine, Kitsap Public Utilities District #1, Russel Veles, Northwest Water Systems.*

Staff Present: *Kerry Dobbelaere, Program Manager 2, Clinical Services, Katie Eilers, Assistant Division Director, Community Health, Keith Grellner, Administrator, Karen Holt, Manager,*

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Human Resources, Suzanne Plemmons, Director, Community Health, Lacey Rhoades, Management Analyst, Administration, Susan Turner, MD, Health Officer. Shelley Rose, Community Liaison, Navigator Program.