

The regular meeting of the Spokane Regional Health District Board of Health held on Thursday, **August 18, 2016** was called to order by Mayor Kevin Freeman, Chair, at 12:30 p.m. in room 140 of the Public Health Center, 1101 West College Avenue, Spokane, Washington.

**PRESENT**

Mayor Kevin Freeman, Chair  
Commissioner Al French (arrived at 12:35pm)  
Commissioner Shelly O’Quinn, Vice Chair (arrived at 12:35pm)  
Councilmember Breean Beggs (departed at 2:15pm)  
Councilmember Amber Waldref (departed at 2:15pm)  
Councilmember Pam Haley  
Board Member Keith Baldwin, MHA  
Board Member Susan Boysen, EdD, RN  
Board Member Bob Lutz, MD

**ABSENT**

Commissioner Nancy McLaughlin  
Councilmember Lori Kinnear  
Councilmember Mike Munch

**CITIZEN INPUT**

- RoseMarie Waldrem, Spokane County, WA – spoke on water fluoridation.

**CHAIR REPORT** – Mayor Kevin Freeman

Spokane Valley BOH Representatives

New Spokane Valley representative, Councilmember Pam Haley, was welcomed to the Board of Health (BOH). Councilmember Mike Munch, the second Spokane Valley representative appointed to the BOH, will attend his first meeting on September 29.

Health Officer Selection Committee Update – Board Member Baldwin

Committee members, Chuck Hafner and Keith Baldwin, completed conference calls with 8-9 health districts speaking to administrators and health officers. The calls were made to compliment the written materials the committee received on health district position descriptions and structures. There are five counties that have the traditional health officer role of a combined health officer/administrator position. Others have now switched to a new structure whereby the health officer and administrator roles are split. The administrator reports directly to the BOH and the health officer is a position focused on medical issues and reports to the administrator. Chuck Hafner and Keith Baldwin will ask the committee to consider changes in the agency’s structure related to the health officer and administrator positions.

Councilmember Beggs requested a chart of health districts in the state and their reporting structures.

The committee’s next meeting will be held August 24. The committee will begin drafting a recommendation to be presented at the September BOH meeting. The committee will provide a chart of districts’ reporting structures to the BOH as part of a recommendation packet.

Education Committee – Board Member Lutz

The committee will be reaching out to new BOH members.

#### Policy Committee – Councilmember Waldref

The next committee meeting will be held September 8 at 11 a.m. The committee will bring forward policy topics for consideration at the next BOH meeting.

#### Spokesman Review Article on Priority Spokane’s Homelessness Work – Councilmember Waldref

Lyndia Wilson, Disease Prevention and Response Director, was congratulated on the article about Priority Spokane’s work to address student and family homelessness. The health district played a strong role in Priority Spokane’s work. Because of Priority Spokane’s work, money has been raised to place one community health worker (CHW) in a Deer Park school and one in Logan Elementary to work with homeless families.

#### Budget & Finance Committee – Board Member Baldwin

The committee will provide commentary about its work under Action Items.

### **HEALTH OFFICER REPORT**

#### Epidemiology Update – Anna Halloran, Disease Prevention and Response

There have been 58 investigations of pertussis this year, which is only slightly higher than last year. There have been 26 cases since the beginning of June with most cases in unimmunized children. There are significant, unrelated cases in the individuals from the Eastern European population locally. There have been three infants hospitalized this year. All have recovered from pertussis.

#### Rabies Update – Anna Halloran, Disease Prevention and Response

Three rabid bats have been identified this year. One with animal only exposure and two with human exposure. There have been two press releases completed related to bat contact to increase awareness. Environmental Public Health (EPH) has shipped 36 bats for testing this year, which is above normal.

#### Zika Update – Anna Halloran, Disease Prevention and Response

Within the last month, the Centers for Disease Control (CDC) has discovered local transmission of Zika in South Florida. This is the first time that local transmission has been occurring in the continental United States (U.S.). There have been 33 cases with additional investigations ongoing. It is believed that active transmission is isolated to the Wynwood neighborhood. The CDC has issued travel warnings for the neighborhood warning women who are pregnant or want to become pregnant to avoid the area. Cases are rapidly increasing in Puerto Rico where a public emergency has been declared. Washington Department of Health (DOH) has expanded testing criteria to include travel to Miami. Washington state has a total of 26 cases. All cases are travel acquired transmission.

#### West Nile Virus Update – Anna Halloran, Disease Prevention and Response

The first human cases of West Nile Virus have been confirmed in Washington in Benton County. One of the individuals has passed away. There has been one bird in Spokane that has tested positive for West Nile Virus. There have been no human cases in Spokane County.

#### WSNA and PTE Negotiations – Torney Smith, Administrator

The agency has begun negotiations with WSNA and PTE negotiations will begin soon. BOH negotiation guidance will be sought during today’s executive session.

#### Budget Process – Torney Smith, Administrator

The Logical Decisions for Windows (LDW) process has been used for the budget process. The BOH Budget and Finance Committee will review those rankings at its next meeting.

Agency Security Guard – Torney Smith, Administrator

The agency has contracted a security guard for the building's front lobby due to concerns from staff. The guard will start September 1, will be unarmed, will enforce the smoking policy and prevent loitering.

Recognition of SRHD Community Work – Torney Smith, Administrator

*Invest Health* is a process that impacts housing and homelessness issues. It engages SNAP, Catholic Charities, Spokane Housing Authority, City of Spokane and Providence. The grant was written by Lyndia Wilson, Disease Prevention and Response, and Rowena Pineda, Neighborhoods Matter. It is a \$60,000 grant. Spokane was one of 50 cities selected out of 180 applicants that applied for the grant.

Mariah McKay, Healthy Communities Program, wrote a Pacific Northwest Inlander article about affordable housing and the challenges faced in Spokane.

Spokane was one of five cities chosen for the Acting Assistant Secretary of Health, Dr. Karen DeSalvo's Public Health 3.0 Conference. There will be a national presentation of the information learned from the conferences on October 18.

The Robert Wood Johnson Foundation (RWJF) awarded Spokane the Culture of Health prize in 2014.

SRHD is one of the first 11 agencies to complete a Public Health Accreditation Board (PHAB) accreditation in 2013. There are now more than 100 health departments attempting to complete accreditation. Board Member Lutz has participated as a team lead on site accreditations for PHAB.

The *1-2-3 Care Kit* on childhood trauma produced by SRHD's Community and Family Services (CFS) division has now been recognized nationally. Many states have requested information on the kits.

SRHD is working with the state on establishing the Foundational Public Health Services (FPHS). Work is being led by five states with Washington State leading the effort. Last year, former Commissioner Todd Mielke led a subcommittee of the group.

Several SRHD staff participate in the National Academy for Public Health's Ebola Leadership Academy due to Sacred Heart Medical Center's designation as a Ebola response hospital.

Kim Papich, Public Information Officer, was selected to present her abstract on health communications marketing and media at the Center for Disease Control (CDC) Eleventh Annual Conference in August.

Board Member Lutz engages with the National Association of Local Boards of Health (NALBOH) and Torney Smith served on the National Association of County and City Health Officials (NACCHO).

Board Member Baldwin requested information shared today and future information be shared on the agency's website.

**COMPTROLLER REPORT – Mike Riley, Comptroller**

All SRHD program managers have submitted budget information for 2017. Division directors and program managers will meet with the administrator to review the submittals. Reviewed budgets will be compiled and shared with the BOH Budget and Finance Committee on August 31. The committee approved budget will be shared with the BOH in early October and considered for approval at the October BOH meeting.

**CONSENT AGENDA**

Consists of items considered routine which are approved as a group. Any member of the board may request to remove an item from the Consent Agenda to be considered separately.

Meeting Minutes: June 30, 2016  
 2016 Vouchers paid: June 1-30, 2016

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Voucher Numbers:	#240082 - #240363 & EFT B&OMay2016	\$ 729,060.29
Payroll Warrants:	#928194 - #928217 #928457 - #928464	
	Advice Numbers: #DD35106 - #DD35302	692,220.48
Payroll Warrants:	#929688 - #929725 Advice Numbers #DD35303 – #DD35495	672,790.41
	<b>TOTAL</b>	<b>2,094,071.18</b>

2016 Vouchers paid: July 1-31, 2016

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Voucher Numbers:	#240364 - #240595 & EFT B&OJune 2016	\$ 1,533,600.79
Payroll Warrants:	#931051 - #931079 #932014- #932020	
	Advice Numbers: #DD35496- #DD35691	699,951.07
Payroll Warrants:	#932721 - #932748 #933490 - #933494 #933588 - #933590	
	Advice Numbers #DD35692 – #DD35890	686,579.85
	<b>TOTAL</b>	<b>\$2,920,131.71</b>

***Motion: To approve the consent agenda including meeting minutes and vouchers as presented.***  
***Motion/Second: O’Quinn/Waldref***  
***Approved: Unanimously***

**ACTION ITEMS**

Resolution #16-03 Authorizing a 2016 General Fund Budget Amendment – Mike Riley, Comptroller  
 Board Member Baldwin noted the BOH Budget and Finance Committee reviewed and approved the requested general budget fund amendment. The Treatment Services program and Community and Family Services (CFS) Division have received additional funding which necessitated the need for the budget amendment.

Spokane County has approved an increase in Treatment Services clients that led to an increase in revenue. The Office of the Superintendent of Public Instruction funds services for schools to meet the needs of children with special health care needs. The funding rate and rate per child has increased, which has increased the funding received for services.

***Motion: To approve Resolution #16-03 Authorizing a 2016 General Fund Budget Amendment.***  
***Motion/Second: Baldwin/Boysen***  
***Approved: Unanimously***

Resolution #16-04 Adopting the 2017 Health District Fee Schedule – Mike Riley, Comptroller  
 Board Member Baldwin noted Resolution #16-03 and #16-04 will be approved simultaneously. Commissioner O’Quinn questioned the fee schedule standard rate. Mr. Riley noted the standard rate remained the same as last year as noted on page three.

***Motion: To approve Resolution #16-04 Adopting the 2017 Health District Fee Schedule.***  
***Motion/Second: Baldwin/Boysen***  
***Approved: Unanimously***

## **REPORTS**

### Environmental Public Health Division Overview – Ray Byrne, Environmental Public Health Division Director

Environmental Public Health (EPH) focuses on the core functions of public health with its main role being assurance and policy development.

The EPH Food Safety program inspects all retail food establishments in Spokane County, which includes restaurants, temporary food events and grocery stores. There are currently nine food inspectors with three support staff in the program. The Food Safety program has recently implemented one-on-one educational visits to new establishments or to establishments that had enforcement activity. The training is tailored to items of specific concern. The program also offers the state mandated food worker safety training issuing 23,000 permits a year. The program had over 3,000 routine inspections with 383 resulting in re-inspection and 5 resulting in permit suspensions.

The Living Environment (LE) program, which includes Water Recreation inspects and reviews all pools, spas and participates in county-wide prevention activities. The LE School and Safety program assures schools comply with playground, lab, and school environment regulations. The LE Zoonotic program investigates rabies, Zika, West Nile Virus reports and ships animals to the state for testing. The program supports the SRHD Epidemiology program investigating Zika cases.

The Environmental Resources program that includes the Liquid Waste (septic systems) program works with local engineers on residential and commercial facilities to design systems, assure proper installation, and reviews as-builts. The Liquid Waste program investigates complaints related to surface contamination or exposures.

The Solid Waste program permits all solid waste facilities in Spokane County that includes transfer stations, landfills and the waste-to-energy plant. The program assists in design, monitoring disposal and reviews once landfills have been closed. Environmental Resources reviews all land plats to assure septic, sewer and potable water are available and in compliance with state and local regulations.

The Local Source Control program helps monitor and direct local businesses in the proper storage and disposal of toxic waste to prevent contamination into surface water and the aquifer. The program works closely with the Department of Ecology.

EPH program support includes the division director, administrative staff, database maintenance staff and an administrative technical advisor that works with building departments on preconstruction reviews to assure code compliance.

EPH programs enforce, train and provide consultations to ensure compliance to Washington Administrative Codes (WAC). Programs focus on training, which lessens the need for enforcement. The general public and local industry rely on EPH for general information and education. Many of the surrounding counties look to EPH programs for guidance on their own programs.

EPH recently had opportunity to participate in the National Environmental Health Association's Annual Conference reporting on activities within the school program.

Summer is the busiest time for the division with schools and residential construction plan reviews. June through September, the Food Safety program staff work on temporary food events (TFE) almost every weekend. This year, the LE program has seen more bat exposures resulting in testing than any other year. The division has also had challenges beginning work in a new data base program that coordinates all EPH program data. The division has significant staff changes this year; in addition to remodeling within the agency and division. Approximately 60% of staff are in new positions in the division.

The Governor has issued a directive to form committees and provide input regarding lead testing by October 1. This directive covers water testing in schools, public water systems, and rental homes.

There are national and state discussions regarding "Healthy Homes and Built Environment" regulations. Commissioner French suggested the agency meet with the Building Code Council about difficulties of energy savings requirements on builders.

**EXECUTIVE SESSION**

The BOH adjourned for 15 minutes for an executive session pursuant to RCW §42.30.110(1)(i) and RCW § 42.30.140(4). Mayor Freeman requested Michelle Fossum, Torney Smith, Sue Winters and Mike Riley remain for the session.

**MEETING RECONVENED**

The meeting reconvened at 2:15pm. No action was taken.

**BOARD MEMBER CHECK IN**

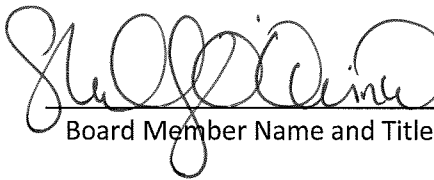
There was no board member check-in.


**NEXT BOARD OF HEALTH MEETING**

The next Board of Health meeting is scheduled at 12:30 p.m. on September 29, 2016.

**ADJOURNMENT**

There being no further business before the board the meeting was adjourned at 2:25 p.m.

APPROVED:  Vice-Chair Date: 9/29/16  
Board Member Name and Title

  
Recording Secretary