

## KITSAP PUBLIC HEALTH BOARD MEETING AGENDA

September 7, 2021  
12:30 p.m. to 1:45 p.m.

**\*\* Please note that this is a virtual / online meeting due to the COVID-19 pandemic.  
Electronic connection and viewing information for the meeting is provided at the end of the  
Agenda. \*\***

- 12:30 p.m. 1. Call to Order  
*Commissioner Charlotte Garrido, Chair*

### REGULAR BUSINESS ACTION ITEMS

- 12:31 p.m. 2. Approval of July 6, 2021, Regular Meeting Minutes  
*Commissioner Charlotte Garrido, Chair* *Page 4*
- 12:32 p.m. 3. Approval of Consent Items and Contract Updates  
*Commissioner Charlotte Garrido, Chair* *External Document*

### INFORMATION AND DISCUSSION ITEMS

- 12:34 p.m. 4. Chair Comments  
*Commissioner Charlotte Garrido, Chair*
- 12:36 p.m. 5. Public Comment – PLEASE SEE NOTES AT END OF AGENDA  
*Commissioner Charlotte Garrido, Chair*
- 12:41 p.m. 6. Health Officer and Administrator Reports *Page 15*  
*Dr. Gib Morrow, Health Officer & Keith Grellner, Administrator*
- 12:46 p.m. 7. Policy Committee Update on E2SHB 1152, Supporting Measures to Create  
Comprehensive Public Health Districts *Page 18*  
*Keith Grellner, Administrator*
- 1:00 p.m. 8. COVID-19 Update  
*Dr. Gib Morrow, Health Officer*
- 1:30 p.m. 9. Closed Executive Session Pursuant to RCW 42.30.140(4)(b), Discussion  
Related to Collective Bargaining  
*Rod Younker and Colin Boyle, Summit Law Group*
- 1:45 p.m. 10. Adjourn

*All times are approximate. Board meeting materials are available online at*  
[www.kitsappublichealth.org/about/board-meetings.php](http://www.kitsappublichealth.org/about/board-meetings.php)

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## Instructions for virtual attendance at Kitsap Public Health Board meetings\*\*

### Health Board Meetings Via Zoom

The Kitsap Public Health Board will be held via Zoom webinar, broadcast live on Comcast channel 12, WAVE channel 3, the [BKAT website](#) and Facebook (please note: there is no physical location for this meeting. Board members and staff will all participate remotely). The Health Board and presenters are **panelists**, members of the public are **attendees**.

Webinar **attendees** do not interact with one another; they join in listen-only mode, and the host will unmute one or more attendees as needed.

### How to Provide Public Comment

We apologize, but verbal public comment *during* the meeting may only be made through a Zoom connection. The public may make verbal comments during the Public Comment agenda item if they are attending the meeting via Zoom. To sign up for public comment in advance (recommended, not required), email: [angie.berger@kitsappublichealth.org](mailto:angie.berger@kitsappublichealth.org).

Written comments may be submitted *prior* to the meeting via regular mail or email to:

Regular Mail:

Kitsap Public Health Board  
Attention: Executive Secretary  
345 6<sup>th</sup> Street, Suite 300  
Bremerton, WA 98337

Email:

[keith.grellner@kitsappublichealth.org](mailto:keith.grellner@kitsappublichealth.org)

Written comments must be received by midnight, Monday, September 6, 2021, to be included during the September 7, 2021, meeting.

### How to Join the Zoom Meeting

To join the meeting online, please click the link:

<https://us02web.zoom.us/j/86186052497?pwd=TXcrQU1PRWVVBHgyWERXRFluTWloQT09>

**Password:** 109118

**Or join by telephone:**

Dial: +1 (253) 215-8782

**Webinar ID:** 861 8605 2497

\*Zoom meeting is limited to the first 500 participants. A recording of the meeting will be made available on our website within 48 hours of the meeting.

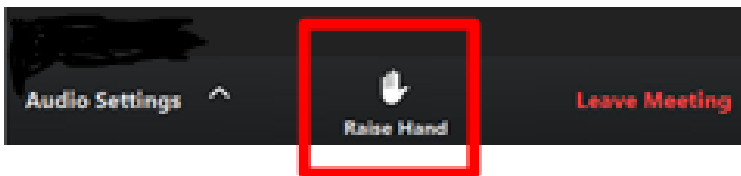
## Instructions for virtual attendance at Kitsap Public Health Board meetings\*\*

### Public Participation Guidelines

Below are recommendations for use by members of the public in meetings conducted via Zoom Webinar.

**Identification:** Upon entering the webinar, please enter your name, number or other chosen identifier, so that the host can call upon you during the public comment period.

**Raise Hand (pictured below):** You have the ability to virtually raise your hand for the duration of the meeting but you will not be acknowledged until you are called on during the public comment period. NOTE: If you have used your telephone to access the Zoom meeting, **you may press \*9** to “raise your hand”. The host will unmute you when it is your turn to speak.



**Public Comment Period:** Use “Raise Hand” to be called upon by the host. The host will announce your name when it is your turn.

**Mute/Unmute:** Attendees will be muted and not audible to the Board except during times they are designated to speak. When you are announced, you will be able to unmute yourself.

**Time Limit:** Each speaker testifying or providing public comment will be limited to three (3) minutes.

**Use Headphones/Mic** for better sound quality and less background noise, if possible.

**KITSAP PUBLIC HEALTH BOARD  
MEETING MINUTES  
Regular Meeting  
July 6, 2021**

The meeting was called to order by Board Chair, Commissioner Charlotte Garrido at 10:31 a.m.

**REVIEW AND APPROVE AGENDA**

There were no changes to the agenda.

**BOARD MEETING MINUTES**

Commissioner Rob Gelder moved and Mayor Robert Putaansuu seconded the motion to approve the minutes for the June 1, 2021, regular meeting. The motion was approved unanimously.

**CONSENT AGENDA**

The July consent agenda included the following contracts:

- 2181, *Clallam County Health and Human Services, Youth Cannabis and Commercial Tobacco Prevention Program*
- 2182, *Jefferson County Public Health, Youth Cannabis and Commercial Tobacco Prevention Program*
- 2183, *Kitsap County, Youth Cannabis and Commercial Tobacco Prevention Program*
- 2171, *Central Kitsap Fire & Rescue, COVID-19 Mass Vaccination Plan*
- 2174, *City of Bremerton Fire, COVID-19 Mass Vaccination Plan*
- 2176, *Poulsbo Fire Department, COVID-19 Mass Vaccination Plan*
- 2177, *Bainbridge Island Fire Department, COVID-19 Mass Vaccination Plan*
- 2178, *Kitsap County (KCDEM), COVID-19 Mass Vaccination Plan*
- 2180, *Franciscan Health System, COVID-19 Mass Vaccination Plan*

Commissioner Gelder moved and Mayor Putaansuu seconded the motion to approve the consent agenda, including the Contracts Update and Warrant and Electronic Funds Transfer Registers. The motion was approved unanimously.

**CHAIR COMMENT**

Chair Garrido said she appreciated last month's COVID-19 update and is looking forward to today's update.

**PUBLIC COMMENT**

There was no public comment.

## **HEALTH OFFICER/ADMINISTRATOR REPORTS**

### Health Officer Update:

Dr. Gib Morrow, Health Officer, shared information with the board advising awareness of increased high-risk behavior as the state reopens. Kitsap County had more suicide deaths in 2020 than in all of the previous four years and had the highest amount of suicide deaths in June of 2020. With the reopening of the state after the long isolation, Dr. Morrow advises people to slow down and take time to make decisions.

Dr. Morrow also addressed the increase of overdose deaths which have been increasing yearly. Kitsap, King and Snohomish Counties have all experienced increased overdose deaths in 2021, those numbers are primarily with teenagers and younger adults. Dr. Morrow noted that, in the pacific northwest, federal agents seized 4 pounds of Fentanyl in 2019, 50 pounds in 2020, and 104 pounds already in 2021. They are packaged as blue pills with “M30” on them looking like Percocet.

Mayor Putaansuu said the City of Port Orchard had three overdoses in separate incidents where Narcan was used to save those victims. He said we need to increase awareness and correct this problem.

Dr. Morrow said that Kitsap Public Health District is preparing a press release to go out to the public.

Mayor Greg Wheeler asked if we can drill down on why this is increasing in our community.

Dr. Morrow confirmed that synthetic fentanyl that is now filtering into the United States and people are unaware of what they are actually taking. Dr. Morrow added that the social isolation and mental health strain of the pandemic is likely playing a role in this.

Commissioner Ed Wolfe inquired if there is differentiation in the numbers between a suicide and an accidental overdose in this case. He said the Board has been discussing suicide rates in Kitsap for the past several years and it seems like suicide rates have been increasing for the past 4-5 years. He asked if Kitsap is ahead of the curve for suicide rate? Dr. Morrow does not know where Kitsap County is relative to the state as a whole and will get the board that answer. Dr. Morrow answered the first question, letting everyone know that accidental overdoses are not considered suicide, however it is hard to tease the two apart and it might not be 100% accurate. Lastly, Dr. Morrow said Kitsap is not statistically higher in suicides than in 2019. There does not appear to be an upward trend.

There was no further comment.

### Administrator Update:

Mr. Keith Grellner, Administrator, informed the Board during today's meeting the Health District will be giving an update on the implementation efforts for Resolution 2021-01, Declaring Racism a Public Health Crisis. Mr. Grellner noted in this regard that Ms. Siri Kushner, Mayor Wheeler and Commissioner Garrido each gave remarks at the Norm Dicks Government Center for the community's Juneteenth celebration on June 19.

Next, Mr. Grellner said the Kitsap Public Health District has joined forces with the Washington State Department of Health to promote COVID-19 vaccinations. Grellner referred to a slide show that was being shared on the meeting platform that showed Kitsap citizens who have visited county vaccination clinics holding signs saying why they got their shot. This video will play on the Washington State Ferries during crossings. There are also billboards going up between now and September, which will be posted in ferry terminals, on vessels, and on the roads in Bremerton and Port Orchard. The Kitsap Sun and Kitsap Public Health will be running the video on their webpages and their social media accounts. This joint effort is expected to net 11 million impressions to help boost our county vaccination rates. Mr. Grellner thanked the State Department of Health who funded the effort.

Mr. Keith Grellner reminded the board that there is no scheduled regular Board meeting for August. The next scheduled meeting is on September 7<sup>th</sup> at 12:30pm. Mr. Grellner will be reaching out Chair Garrido and Vice Chair Wheeler within the next couple weeks to seek approval of a couple of contracts to hold things over until the next full board meeting in September.

Mayor Putaansuu said that other policy committees are continuing to keep their meetings over Zoom until further notice. Mayor Putaansuu stressed the importance of communication, coordination, and consistency between the departments. Mr. Grellner said the September Health Board meeting will be held via Zoom and he will check in with the other departments regarding future meeting plans.

There was no further comment.

#### **UPDATE ON IMPLEMENTATION OF RESOLUTION 2021-01, DECLARING RACISM A PUBLIC HEALTH CRISIS**

Ms. Siri Kushner, Community Health Assistant Director, gave the Board an update of Resolution 2021-01, Declaring Racism a Public Health Crisis, which the Board approved at the May meeting. Kitsap Public Health District is recruiting for a Program Manager position which is currently posted until Sunday, July 11<sup>th</sup>. This will be a full-time permanent position that will lead efforts to support and implement the resolution, develop an equity program and act as a liaison for the internal and external partnerships. The application and position description are on the Kitsap Public Health District website. Ms. Kushner provided a slide outlining Kitsap Public Health's expectation for this new role.

Ms. Kushner shared a program timeline and said she will provide another update for the Board at the September or October meeting, introducing the new Equity Program Manager.

Ms. Kushner presented the new equity page developed on the web site that you can navigate to on the website to find information regarding the equity program. This includes Board meetings and resolutions along with the planned process to implement Resolution 2021-01. This site also shows the diversity of the Kitsap Public Health staff. Ms. Kushner said the data will likely be updated twice per year. She noted the data presented today is from the end of April 2021. The dashboard compares the diversity of the Kitsap population, Kitsap Public Health Staff and Kitsap Public Health Management. Ms. Kushner presented several slides that show numbers by gender, age range and race & ethnicity. The data shows that Health District staff of non-white race/ethnicity is slightly higher than the county (22% vs 20%); Health District management of non-white race/ethnicity is higher than all staff and county (33% vs 22% and 20%); and staff and management are representative across all race/ethnicity groups, except there are no management who identify as American Indian/Alaskan Native.

Commissioner Wolfe let the board know that the County hired a consulting firm being assist with equity program development and public participation. Commissioner Wolfe would like to know the salary range for the Equity Program Manager position. Mr. Grellner shared that this range was \$6,200 – \$8,740 per month.

Ms. Kushner proceeded to tell the board about vaccine equity work. There are three areas of vaccine equity work: registration support, outreach, and community collaborative. Registration support was a huge body of work particularly in February and March. The need for his work has lessened over time, and Ms. Kushner noted that June has been the slowest month to date for vaccine registration support calls. She noted the Health District still has English and Spanish lines available along with email access. She also said the Health District has connected 37 people to mobile vaccination along with some household members.

The Health District has made thousands of outreach phone calls, emails and postcards. Ms. Kushner said the Health District received a list from the Washington State Department of Health, Washington Health Care Authority and Washington Department of Social and Health Services of roughly 1,800 individuals who were identified as home bound within the county. Staff emailed and called all those potential homebound individuals; staff also designed and distributed a post card to provide information about vaccine and access to vaccine. The Health District has been participating in ongoing collaboration with Peninsula Community Health Services pop up vaccine clinics to make sure the vaccine work is in tandem and not overlapping in outreach. The Health District is currently researching additional strategies. Ms. Kushner said the vaccine team is finding additional pop up and strike team opportunities along with an educational team to help awareness.

Ms. Kushner said the Community Vaccine Collaborative has biweekly zoom meetings. She said these have great participation and are shifting to a slightly modified format: the 2<sup>nd</sup> Tuesday will be a subgroup meeting of accountability tracking, data, and outreach, engagement and communications to drill down on specific topics. The 4<sup>th</sup> Tuesday will be the entire group meeting. She said this is an ongoing and open opportunity if anyone would like to join that work or sign up for subgroups.

Chair Garrido asked how staff are determining the additional outreach strategies. Ms. Kushner shared that the Health District has a staff member who has been doing a lot of research and outreach to the communities that the District may or may not have partnered with before. Staff are finding already happening events to partner with places to administer vaccine.

There was no further comment.

## **COVID-19 UPDATE**

Dr. Morrow introduced Jordan Arias, Epidemiologist, Elizabeth Davis, Public Health Nurse / COVID School Liaison, Ms. Jessica Guidry, Emergency Preparedness Manager, Ms. Lindsey Camarena, Disease Intervention Specialist who will be giving presentations on the vaccinations in our community.

Mr. Arias shared results from a community-wide survey regarding COVID-19. The survey consisted of three main sections: how the community is doing, their attitude regarding vaccination and their experience with COVID-19. It was advertised through email lists, Kitsap Public Health District's website, social media, and community partners. The summary is available at the Health District's Website. A total of 7,146 people responded to the survey, however, 387 of those people were disqualified from the survey because they did not live in Kitsap County and another 366 people made the choice to not answer the question asking if they have received a COVID-19 vaccine. This left 6,393 Kitsap County residents who met the survey requirements.

The underrepresented groups among the community survey were males, residents ages 16-34 and 75+, those who identify their race/ethnicity as Asian, Black or Hispanic along with residents of Bremerton, Central Kitsap and South Kitsap. Majority of the community reported that they are "mostly okay" or "well" during the pandemic. More than one third of participants reported having had at least one major life change since the start of the pandemic. These include death in immediate family, new child, separation or divorce, lost job or housing change. In general people said that many aspects of their life have stayed the same during the pandemic, however over half of the participants reported their physical fitness has worsened. Over half of the participants stated that they are more anxious since the start of the pandemic.

When participants were asked if they received a COVID-19 vaccine or do they plan on receiving one, 86% of the respondents were already vaccinated. The groups with the highest percentage of respondents who want to be vaccinated, or are not sure if they will be, include the age groups of 16-24 and 23-34. Additionally, the race/ethnicity groups that would like to get vaccinated or are more unsure of vaccination are American Indian/Alaskan Native, Native Hawaiian or Other Pacific Islander, Black and Hispanic people. The survey found that, of individuals who had concerns about the COVID-19 vaccine, 51% of people had concerns about vaccine safety and 41% of people had concerns about vaccine effectiveness. The biggest reason respondents reported for getting the COVID-19 vaccine was to protect oneself and others, the biggest reason for not getting the vaccine was safety concerns involving the vaccine.



The most frequent response to the question, “What would make it easier for you to get vaccinated?”, among those who would like to be vaccinated as soon as possible was the lack of weekend appointments. The most frequent response for those who were vaccine hesitant was the ability to show up without an appointment. Mr. Arias did note that Kitsap Public Health District is now offering both weekend and evening appointments along with offering vaccines without appointments at numerous walk-in clinics. Kitsap residents also would prefer to be vaccinated in their doctor’s office or a community, church, or neighborhood vaccine clinic. There were few residents who were interested in a drive through clinic.

Commissioner Wolfe asked Mr. Arias what his biggest take away from the survey was. Mr. Arias responded that the groups of people who have lower rates of being vaccinated are not necessarily the people who do not want to be vaccinated. He said staff are not sure if it is an access issue but are currently focusing and working with these groups to make sure they do have access to vaccines.

Ms. Davis presented regarding the COVID-19 vaccine and how the Health District’s COVID-19 vaccine response has been moving and changing through the months. Ms. Davis shared a timeline of how things have progressed since COVID-19 started in December 2020. Some highlights of those include:

- In December of 2020 Kitsap Public Health District filled out an application and was approved to administer the COVID-19 vaccine. Kitsap Public Health District also issued a call to action to the medical community to increase provider enrollment in the COVID-19 vaccination effort.
- In January of 2021 Kitsap Public Health District coordinated with local enrolled providers through weekly calls, partnered with multiple community groups to open the first static vaccination clinic at the former St. Michael Medical Center in Bremerton. During the first week of the static clinic being open 2,510 vaccines were given and 100% of the vaccine was used.
- In February of 2021 2,887 vaccinations were given. This was in the beginning phases of vaccine roll out where Kitsap County was having a hard time getting allocations of vaccine from the state.
- By March of 2021 Kitsap Public Health District set up a second static vaccination clinic in Poulsbo and started offering a standby list for those who were unable to get appointments. Kitsap Public Health administered 11,031 vaccines and as a whole Kitsap County reached the milestone of administering 100,000 doses.
- In April of 2021, a third static Kitsap Public Health vaccine clinic was opened in Port Orchard. Kitsap Public Health District began partnering with other community groups to do vaccine clinics at their buildings such as the Marvin Williams Center in Bremerton. In April Kitsap Public Health District administered 7,303 doses of vaccine.
- In May of 2021, Kitsap Public Health clinics no longer required appointments and began operating pop-up clinics and strike teams. To date, Kitsap Public Health clinics have administered a combined total of 20,600 doses of the COVID-19 vaccine.

- Currently Kitsap Public Health District is increasing provider enrollment for vaccinations, supporting education and training efforts, serving as a vaccine hub for other entities providing vaccinations and taking requests for pop up clinics and vaccination strike team locations.

Ms. Guidry presented on where Kitsap Public Health District is now when it comes to providing Kitsap County with vaccines. Ms. Guidry also recognized the hard work done by the community partners and neighboring tribes to help get everyone vaccinated and thanked them for the hard work stepping up for the community. Ms. Guidry explained that pop up clinics are small teams that the Health District send to different places through the county. Health District pop-up clinics have been to numerous places such as Kitsap Regional Libraries, farmers markets, events, festivals, businesses, Kitsap Mall, and many other events scheduled. Every event offers at least two vaccines including Johnson and Johnson. This decreases barriers for access and allows a comfortable situation where people can ask questions. The Health District also offers “closed” clinics that are based around specific groups where access is a concern or businesses who have staff that would like to be vaccinated. These are smaller events with a smaller number of staff versus the static clinics. The pop-up clinic calendar is on the Kitsap Public Health District website and accessible to everyone interested in attending a clinic. The clinics are also promoted via social media. Ms. Guidry requested that anyone who has any feedback with ideas for pop-up clinics, please email [COVIDvaccine@kitsappublichealth.org](mailto:COVIDvaccine@kitsappublichealth.org).

Ms. Camarena had the opportunity to work in the pop-up clinics and shared a few stories from her experiences in the community about individuals who were hesitant to receive the COVID-19 vaccine or haven’t had time to get it. She said staff had conversations and provided resources and information to these individuals, who ultimately decided to get vaccinated at Health District clinics.

Dr. Morrow stressed the volume and tremendous amount of work this team has done. He said we have rolled into a new phase where people need convincing that getting vaccinated is the right thing to do. In terms of county vaccination numbers, the Department of Defense added about 7% to our county’s fully vaccinated numbers which would mean that around 63% of people over age 12 have received at least the first part of the vaccination series. More details about vaccination rates are on the Kitsap Public Health District website.

Commissioner Wolfe thinks that the headline in the paper tomorrow should be that every single vaccine dose has been used; no vaccine has been wasted. He also stressed that getting vaccinated is the right thing to do!

## **UPDATE ON EFFECTS OF E2SHB 1152, SUPPORTING MEASURES TO CREATE COMPREHENSIVE PUBLIC HEALTH DISTRICTS**

Mr. Grellner approached the Board regarding Engrossed Second Substitute House Bill 1152, Supporting measures to create comprehensive public health districts. This bill was passed and signed into law on May 10, 2021. This bill is not the same as the original bill, which the board of health and health district opposed. The bill in its final version *does not* mandate regional health

districts but *does* alter regions within the state. The final version had many changes occurring at the last minute, but can be summarized as follows:

- The bill and new law create a state level public health advisory board within the state department of health. This board would advise and provide feedback to the governmental public health system. The legislature included funding for the department to create that advisory board.
- Establishes new criteria and requirements for the local health districts. Mr. Grellner shared a memo which was included in the packet to show how this criterion affects the Kitsap Public Health District.
- Establishes requirements for community health requirements for advisory boards with their own existence and bylaws by 2021. This portion of the bill does not affect Kitsap Public Health since we did not have that in existence.
- Assigns rulemaking authority to the State Board of Health for establishing appointment process for new members to local Boards of Health who are not elected officials effective by July 1<sup>st</sup>, 2022. There is a presentation included in the meeting packets from the June State Board of Health meeting. There is a compressed timeline to have this in place by early next year.
- Establishes an effective date of July 1<sup>st</sup>, 2022, for local boards to expand or amend their local board composition if they are required to do so. Our Kitsap Public Health Board will be required to expand the board under this bill.

In regard to the expansion of the local health boards, the number of elected members shall not exceed the number of non-elected members. The membership must also include a tribal representative to be selected by the American Indian Health Commission. This will apply to Kitsap County. Any licensing and application fees will only be determined by the city and county elected officials on the board. They did not include a budget in this and at this point the non-elected board members will be able to vote on the annual health district budget.

The Kitsap County Board of Commissioners, as the county legislative authority, will need to amend Kitsap County Code Chapter 9.52.060 – Composition of the Public Health Board to follow 1152 and come into compliance.

Potentially they will also have to amend 9.52 – to add provisions that are currently referred to in the Health Board bylaws. Mr. Grellner is seeking some clarification on this and will update the board.

Additionally, the Board of Health bylaws will need to be amended. Mr. Grellner will be working with commissioners to come into compliance with these bylaws and ensure they are concurrent with 1152 and the new county code.

Lastly, Mr. Grellner said the Board of Commissioners will need to select and appoint the new non-elected members to the health board. Mr. Grellner will assist the commissioners in determining the Health Board's need to solicit, interview, and appoint these new members to the

Board. He recommends that the Health District and Board of Commissioners get together soon to put together this information, so we are ready next year for the expansion.

Commissioner Gelder asked if the elected representation is locked in stone or if it can be amended. Additionally, he asked if the required number of non-elected members, equal or greater to the number of electeds, includes the tribal representation. Commissioner Gelder suggested potentially only having one commissioner on the Board, bringing the size down to five elected officials. Mr. Grellner said that he believes the Board of County Commissioners can choose to decrease the number of elected members on the Board. The tribal representative would be counted in the non-elected members.

Major Erickson asked if cities are required to be members of the Health Board, and if the dues that all the cities pay to the Health District, are required by state law? Mr. Grellner said that cities are not required to be part of the Health Board by state law nor are they required to pay to be a part of the Health District. Mr. Grellner stressed that the Health District does work for both the cities and County and that the funds contributed to the District by member jurisdictions are absolutely critical to support District operations. Mayor Erickson requested a current copy of the Board bylaws and a current copy of the due structures that the cities are paying.

Major Erickson would like to include the policy committee based on these changes and processes when it comes to selecting the new board members and asked if a policy committee meeting could be scheduled. Chair Garrido believes it would be helpful to have a recommendation from the policy committee. Commissioner Gelder requested a blurb about the distinction between a health department and district for everyone to understand.

Mayor Wheeler agrees with the policy committee meeting to discuss this, with that said there needs to be a feedback mechanism that deals with cost or a change of service. He said we need to honor the new law, and he would like to know the intent of the new law so that we can be successful and produce a better outcome for our citizens. Mr. Grellner said this was governor requested legislation and the governor hasn't spoken with the local health jurisdictions, Washington State Association of Local Public Health Officials (WSALPHO), or Washington State Association of Counties (WSAC) about the intent behind this bill other than what is stated in the bill package. Mr. Grellner said, since the final bill is so different from the original bill, it would be a good question to ask the governor or supporters of the bill. Mr. Grellner said his best guess as to the purpose of this bill was to make sure that the greater community, not only elected officials, have a voice in public health in the state of Washington. Mayor Wheeler stressed that the elected officials are the ones who are responsible for where the tax dollars go.

Mr. Grellner said this will be a lot of work. He said, from an administrator's point of view, this Health District has always worked for the cities and counties without dividing lines of who it does and does not serve and would like to keep providing public health services to the citizens that way. After all of the hard work that has been done to get everyone contributing to the services the Health District provides, he said he hopes that won't be impacted. All of the responsibilities and mandates for the services we provide will be the same, it's simply the composition of the board that is going to change.

Mayor Erickson is concerned about managing a board of 14 members, which is why she brought up the city piece. The policy committee needs to meet and hash this over to figure out how to make things work. Chair Garrido agreed with Mayor Erickson and also wants to propose the question of intent to the governor.

There was no further comment.

## ADJOURN

There was no further business; the meeting adjourned at 11:55 a.m.

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**Charlotte Garrido**  
**Kitsap Public Health Board**

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**Keith Grellner**  
**Administrator**

**Board Members Present:** *Mayor Becky Erickson; Commissioner Charlotte Garrido; Commissioner Robert Gelder; Deputy Mayor Kirsten Hytopoulos, Mayor Robert Putaansuu; Mayor Greg Wheeler; Commissioner Ed Wolfe.*

**Board Members Absent:** *None.*

**Community Members Present:** *See Attached*

**Staff Present:** *Amy Anderson, Public Health Educator, Public Health Emergency Preparedness and Response; Jordan Arias, Epidemiologist, Assessment and Epidemiology; Sarah Beers, COVID Emergency Operations Coordinator, Public Health Emergency Preparedness and Response; Angie Berger, Administrative Assistant, Administration; Dana Bierman, Program Manager, Chronic Disease Prevention; Holly Bolstad, COVID Community Outreach Specialist, Public Health Emergency Preparedness and Response; Stephanie Byrd, Confidential Secretary, COVID-19; Lindsey Camarena, Public Health Nurse, COVID-19; Elizabeth Davis, COVID Vaccine Public Health Nurse, COVID-19; April Fisk, Program Coordinator, Contracts Manager, Public Records & Safety Officer, MAC, Administration; Harrison Forte, Environmental Health Specialist, Food & Living Environment; Keith Grellner, Administrator, Administration; Jessica Guidry, Program Manager, Public Health Emergency Preparedness and Response; Kari Hunter, Manager, Assessment and Epidemiology; John Kiess, Director, Environmental Health Division; Siri Kushner, Assistant Director, Community Health Division; Melissa Laird, Manager, Accounting and Finance; Nicole McNamara, Community Liaison, Chronic Disease Prevention; Dr. Gib Morrow, Health Officer, Administration; Debbie Rassa, Public Health Nurse, Communicable Disease; Tatiana Rodriguez, Communications Specialist, COVID-19 Program; Stephanie Schreiber, Community Liaison, Chronic Disease Prevention; Kelsey Stedman, Program Manager, Communicable Disease.*

## Kitsap Public Health Board Meeting (Virtual Attendance)

**Webinar ID**

861 8605 2497

**Actual Start Time**

7/6/2021 10:10

**First Name**

Amy  
Jordan  
Sarah  
Angie  
Dana  
Holly  
Stephanie  
Lindsey  
Elizabeth  
April  
Harrison  
Lauren  
Keith  
Jessica  
Kari  
John  
Siri  
Chris

**Last Name**

Anderson  
Arias  
Beers  
Berger  
Bierman  
Bolstad  
Byrd  
Camarena  
Davis  
Fisk  
Forte  
Gallup  
Grellner  
Guidry  
Hunter  
Kiess  
Kushner  
L

**First Name**

Melissa  
Monte  
Anne  
Nicole  
Lynn  
Michele  
Gib  
Debbie  
Tatiana  
Bob  
Stephanie  
Katharine  
Michael  
Kelsey  
Jon

**Last Name**

Laird  
Lavine  
Lesage  
McNamara  
Merrell  
Moen  
Morrow  
Rassa  
Rodriguez  
Russell  
Schreiber  
Shaffer  
Spencer (BKAT)  
Stedman

RECEIVED

JUL 30 2021

KITSAP PUBLIC  
HEALTH DISTRICT

**Ellen Newberg**

**9255 Illahee Road NE, Bremerton, WA 98311**

**July 27, 2021**

**TO: KITSAP COUNTY BOARD OF HEALTH MEMBERS**

**FROM: ELLEN NEWBERG** 

**RE: GRATITUDE FOR APPROVING RESOLUTION 2021-01: DECLARING RACISM A PUBLIC HEALTH CRISIS**

Thank you for approving Resolution 2021-01: Declaring Racism a Public Health Crisis.

Recognition of systemic racism by local government entities is an important step in addressing the centuries-old oppressive and destructive practices that continue to injure BIPOC (Black, Indigenous, and People of Color) in all aspects of their lives.

Local government entities have the power, opportunities, and responsibility to confront systemic racism at the most basic levels of our society. Thank you for recognizing your responsibility in this arena. Please continue to do what you can to make Kitsap County an oasis of civil rights, humanity, and equality for all persons.

Recognition is due to the person or persons who drafted this document. It is an excellent summation of the problems and potential actions that can be taken to eliminate white supremacy and systemic racism.

**CC: Kitsap Unitarian Universalist Fellowship Social Justice Committee**

**Kitsap County SURJ (Standing Up for Racial Justice)**

**NAACP Bremerton Unit 1134**

**Kitsap ERACE Coalition**

# MEMO

**To:** Kitsap Public Health Board

**From:** Keith Grellner, Administrator  
Ed North, Information Technology Program Manager

**Date:** September 7, 2021

**Re:** **Voluntary Cybersecurity Audit**

The Kitsap Public Health District has voluntarily requested to be audited by the Washington State Auditor's Office (SAO) [for cybersecurity weaknesses in our information technology systems](#).

The purpose of this memo is to provide the Health Board with information about the voluntary audit, and to alert the Health Board that at the conclusion of the cybersecurity audit that the final report must be presented to the Health Board through a public hearing (see [RCW 43.09.470](#)) where the Health Board may consider the findings of the audit and to receive comments about the audit from the public.

## **What is the SAO cybersecurity audit?**

This cybersecurity audit examines information technology systems used in government operations. They look for weaknesses in that technology and propose solutions to help strengthen those systems. Cybersecurity audits are a type of performance audit and are provided at no cost to state and local governments, thanks to 2005's voter-approved Initiative 900.

## **How cybersecurity audits work.**

The SAO has worked with state and local governments to improve IT security for more than a decade. In recent years, they've increased cybersecurity assistance and training because of the ever-increasing danger of cyber technology being attacked.

The SAO coordinates IT security work with both the Office of CyberSecurity (OCS) at Washington Technology Solutions (WaTech) and the Washington State Military Department. By coordinating, they are able to reduce the impact of testing on agency operations, and ensure

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our work complements that of OCS and the Military Department to further strengthen cybersecurity throughout Washington.

The audit will include:

- **Penetration testing:** Real-time security assessments of applications, systems and networks to identify and assess risks and determine if they could be exploited by bad actors. The SAO works collaboratively with governments to identify the critical applications for testing.
- **IT security controls:** A review of policies, procedures and technical implementation compared to leading practices and required state standards.

Because of the sensitive nature of cybersecurity audits – and to avoid helping bad actors exploit any potential vulnerabilities before they're fixed – the final public report will contain little explicit information about the identified vulnerabilities. At the public hearing a representative from the SAO will give a brief synopsis of what took place during the audit, that there were findings or vulnerabilities identified, and that a plan of action is in place to remedy the vulnerabilities or improve on the standards. If the Health Board would like to find out more about the specific details within the final report they can do so through an executive session with the SAO.

The Health District's tentative start date for the audit is November 2021, and the estimated delivery date of the final report mid-2022. The public hearing must take place within 30 days of the release of the final report.

Please contact me at (360) 728-2234, or [keith.grellner@kitsappublichealth.org](mailto:keith.grellner@kitsappublichealth.org) with any questions or comments.

**Recommended Action:**

None at this time.

# MEMO

**To:** Kitsap Public Health Board

**From:** Keith Grellner, Administrator

**Date:** September 7, 2021

**Re:** Policy Committee Recommendations for Implementation of E2SHB 1152, Supporting Measures to Create Comprehensive Public Health Districts

During the Health Board's regular [July meeting](#), the implications of Engrossed Second Substitute House Bill 1152 ([E2SHB 1152](#)), Supporting measures to create comprehensive public health districts, was discussed. This bill was signed into law in May 2021. The Health Board assigned the board's Policy Committee with the tasks of reviewing the terms and conditions of the bill and to make recommendations to the full board for coming into compliance with the codified bill by July 1, 2022. The purpose of this agenda item is to present the Policy Committee's recommendations to the full board, discuss their implications, refine the recommendations as needed, and to plan for continued work to come into compliance with the new law by July 1 of 2022.

The Policy Committee met on August 3, 2021, and did develop a set of recommendations. Attached, please find a memo that summarizes the recommendations of the Policy Committee.

On Page 2 of the attachment, please note the highlighted sections at the bottom of the page. Following the Policy Committee meeting, members Gelder and Erickson flagged these recommendations as needing more thought and discussion with the full board.

As discussed during the July regular meeting, once the Health Board agrees on what the size and organization of the board's membership should look like with respect to E2SHB 1152, the following major actions will be required to enact and formalize the modifications to the Health Board's structure:

1. The Kitsap County Board of Commissioners will need to amend Chapter 9.52 of the Kitsap County Code, Subchapter 9.52.060, Composition of the public health board, to come into compliance with E2SHB 1152 Section 6. The Board of Commissioners may also

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have to amend Chapter 9.52 to add provisions that are currently referred to in the Health Board Bylaws (e.g., official designated to appoint health officer and administrator; member voting rights, etc.).

2. The Kitsap Public Health Board will need to amend its Bylaws, Article IV, Membership; Article V, Legislative Powers, Duties, and Functions; Article VI, Officers and Duties; and Article VIII, Meetings and Quorum, to come into compliance with E2SHB 1152 Section 6. Specific items that will need to be addressed include the identification of the official responsible to appoint the health officer and administrator positions when applicable (the Chair of Board of County Commissioners or the Health Board?), the membership composition of the Health Board, the number of members required to constitute a quorum of the Health Board (simple majority?), and how tied votes will be decided.
3. The Kitsap County Board of Commissioners will need to select and appoint the new, non-elected members to the Health Board.

### **Recommended Actions**

The Health District recommends the following to continue the process of moving the Health Board towards compliance with E2SHB 1152 by July 1, 2022:

- Health Board discussion and refinement of the Policy Committees recommendations by January 31, 2022, or sooner.
- Health Board approval of final recommendations by February 1, 2022, or sooner.

Please contact me at (360) 728-2234, or [keith.grellner@kitsappublichealth.org](mailto:keith.grellner@kitsappublichealth.org) with any questions or comments.

Attachment (1)

# MEMO

**To:** Kitsap Public Health Board – Policy Committee

**From:** Keith Grellner, Administrator

**Date:** August 3, 2021

**Re:** Summary of Policy Committee Recommendations for Implementation of E2SHB 1152

Please find below a summary of recommendations from the August 3, 2021, Policy Committee meeting concerning implementation of E2SHB 1152.

The following recommendations are made based on our current understanding of the implications of E2SHB 1152 to the Kitsap Public Health Board and its current structure and bylaws. These recommendations will be shared with the full Health Board at the next regular meeting on September 7, 2021.

## Board Composition and Membership

- Total Health Board members will equal ten (10) so that there is an equal number of elected and non-elected/tribal appointed positions (five and five)
- Reduce elected members from seven to five; (1) county commissioner, (4) city representatives (one from each city)
- Add five non-elected members; (1) tribal representative appointed by American Indian Health Commission, (3) community members (once from each commissioner district), (1) “at large” community member appointed by commissioners
- Six (6) members of the Health Board shall constitute a quorum for conducting board business

## Non-Elected Board Member Terms

- In general, non-elected/non-tribal board member terms will be for four (4) years
- Non-elected/non-tribal member terms to be staggered in two groups of two; two of the commissioner appointees will serve an initial term of two (2) years and the other two will serve an initial term of four (4) years

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- Non-elected/non-tribal board members will be limited to two 4-year terms, but after a 1-year “break” may be reappointed by the commissioners for another 4-year term
- Non-elected board members will be offered compensation for attending Health Board meetings (To be determined)
- A diversity, equity, and inclusion (DEI) lens will be used by the commissioners to appoint non-elected/non-tribal community members to the Health Board
- Non-elected/non-tribal board members may be removed from the Health Board by the commissioners if they have unexcused absences from three consecutive regular Health Board meetings

#### Appointment of Health Board Chair and Vice-Chair

- The chair and vice-chair offices will be elected by a vote of the full board at the first regular meeting of each calendar year and serve in their appointed role for one year
- The chair and vice-chair will alternate between electeds and non-electeds/tribal member each successive year with each sector occupying one of the roles
- The vice-chair is intended to move into the chair position during officer appointments each year, and a new vice-chair will be elected by a vote of the full board from the sector that is not represented by the chair

#### Approval of Health Board Actions (Voting)

- For significant monetary action items like approval of the annual Health District budget, a super-majority of 80% of the quorum must be obtained and 100% of the electeds vote must be obtained for the monetary action to pass
- For tied votes, a 100% voting block of electeds present will break the tie; when a 100% block of electeds is not obtained, the vote/action will fail
- For standard business items (e.g., approval of meeting minutes, approval of monthly consent agenda, approval of non-monetary resolutions, etc.), a simple majority of the quorum is required

Please contact me at (360) 728-2234, or [keith.grellner@kitsappublichealth.org](mailto:keith.grellner@kitsappublichealth.org) with any questions or comments.