

The regular meeting of the Spokane Regional Health District Board of Health held on Thursday, **June 26, 2014** was called to order by Council Member Chuck Hafner, Chair, at 12:34 p.m. in room 140 of the Public Health Center, 1101 West College Avenue, Spokane, Washington.

PRESENT

Council Member Chuck Hafner, Chair
Commissioner Todd Mielke (arrived 12:45 p.m.)
Council Member Mike Fagan
Council Member Ed Pace
Mayor Kevin Freeman
Board Member Susan Norwood, EdD, RN

ABSENT

Council Member Amber Waldref, Vice Chair
Commissioner Al French
Commissioner Shelly O'Quinn
Council Member Jon Snyder
Board Member Keith Baldwin, MHA
Board Member Bob Lutz, MD, MPH

CITIZEN INPUT

- Anasano Giuntini, President of the American Italian Club, Spokane, WA --Spoke on the charitable work of his club and hardships the temporary food establishment (TFE) permit fee has placed on fundraising efforts. He requested the board of health (BOH) reconsider the TFE permit fee. Councilmember Hafner reported a BOH committee has plans to review agency fee policies and TFE fees.
- Rose Marie Waldrem-Larsen, Green Acres, WA – Spoke on fluoride and its dangers.
- Gerry Long, Medical Lake, WA – Spoke on the closing of her fundraising booth and others at the Medical Lake Founder's Day event by a food inspector from the health district despite the Kiwanis Club telling her that all permits were correct. She requested event leaders and cities be educated on TFE requirements for events.
- Nicole Aguilera, Medical Lake, WA – Spoke on the food booths closed at the Medical Lake Founder's Day event and its impact to the community. She requested a sliding TFE permit fee scale for churches, small organizations and non-profits.
- Julie Mathist, Airway Heights, WA – Spoke about the Medical Lake Founder's Day event that many vendors were told by the Kiwanis that food permits were not needed. She requested the board consider a reduction in TFE fees and recommended more education in the community. Mayor Freeman requested this be addressed by the board of health soon and he will work with Torney Smith to educate the small cities.

CHAIR REPORT – Council Member Chuck Hafner

Board Member Keith Baldwin is working with Linda Graham on the Governance Committee and will be reporting to the board in the following months.

State Auditors held an audit exit conference today at 11:00 a.m. There were no material misstatements in the financial statements corrected by management during the audit. There were no significant deficiencies in internal control over financial reporting and there were no instances of noncompliance identified that could have direct material effect on the determination of financial statement amounts. This has resulted in the health district going from a high risk organization to a low risk organization.

The BOH Budget and Finance Committee has approved the 2015 fee schedule. There will be a reevaluation of the fee policy in the near future due to public requests surrounding the TFE permits.

There will be an update to the Board on the Bioterrorism Lab in the near future. Commissioner Mielke requested information on lab activity be included in the update.

HEALTH OFFICER REPORT – Joel McCullough, MD, MPH, MS

There was no report.

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: May 29, 2014
2014 Vouchers paid: May 1-31, 2014

Voucher Numbers:	#234085 - #234276 and EFT B&OAPR14		\$ 414,071.24
Payroll Warrants:	#843169 - #843192	Advice Numbers: #DD25568 - #DD25754	633,251.11
Payroll Warrants:	#845078 - #845101	Advice Numbers: #DD25755 - #DD25940	603,055.20
		TOTAL	\$1,650,377.55

Motion: To approve the consent agenda including meeting minutes and vouchers as presented.

Motion/Second: Mielke/Pace

Approved: Unanimously

REPORTS

Food Safety Program Overview – Jon Sherve

Jon Sherve, Technical Advisor for the Food Safety program, presented an overview of the program. The program consists of a program supervisor, eight inspectors and an administrative assistant that operate under the Washington State Retail Food Code based on the Federal Food & Drug Administration (FDA) food code of 2009. The program regulates retail food establishments in Spokane County. Food wholesalers and food manufacturing plants are regulated by other agencies such as the United States Department of Agriculture (USDA), FDA, or the Washington State Department of Agriculture.

There are two primary types of food establishments: permanent and temporary. There are approximately 3,500 inspections on permanent facilities each year. Each establishment receives at least one routine unannounced inspection a year. Complex facilities receive two inspections a year. Inspectors provide one educational visit per month to review problem areas and to review safe food handling practices. Each inspector is assigned to an area and is responsible for all food establishments in that area.

Illness investigations are performed when reports of illness are received that may be associated with a food establishment. New facilities or significant remodels of establishments that have construction plans as well as proposed menu and handling processes are reviewed.

The program meets with a Food Advisory Committee, made up with members from the food industry and consumers, four times a year. The committee provides recommendations on improving policies within the program and serves as a way to communicate to the food industry.

There are approximately 2,353 permanent food establishment permits issued each year and about 275 temporary food permits issued. Donated food establishments are exempt from permits as long as it is a

charitable 501c and food must be given away to the needy, though, an annual review is still performed on these establishments. Establishments at events such as the Medical Lake Founder's Day are permitted under the temporary food establishment (TFE) permit.

Permit categories are risk based and fees are determined by the amount of time needed to permit and inspect a category. Costs are based upon the SRHD fee policy which requires an attempted 100% recovery of costs which is met primarily through permit fees. To determine fees, each staff member records their time in coded 15-minute increments to determine the activity within each permit category. Total cost per category is divided by the number of establishments in each category, which determines the cost per establishment. That total is then averaged over 3 years and adjusted for inflation and used to determine the permit fee for the following year. The number of inspectors and cost for permit fees are comparable to other large jurisdictions in the state that operate under a similar fee policy.

Commissioner Mielke requested a comparison of average time spent on comprehensive food permits in Spokane and Clark County. Councilmember Hafner stated an ad-hoc committee will be formed to discuss those questions.

There will be no Food Safety program involvement in permitting of marijuana-infused food products. The Washington State Department of Agriculture will oversee any marijuana-infused edibles and the Liquor Control Board will license the establishments.

The Cottage Food bill is a state law regulated by the Washington State Department of Agriculture which allows the use of home kitchens for the preparation of certain non-hazardous food items, such as certain baked goods, jams, and jellies, which can only be sold to the end consumer with no wholesaling to restaurants. There is a cap of gross sales of \$15,000 a year.

Federal and State Funding Projections – Torney Smith

Torney Smith, SRHD Administrator, spoke on funding the agency is tracking on a monthly basis. The Federal government is reducing spending of discretionary funds from its budget, which 1.61% is designated for public health. By 2022, that amount is expected to be reduced 11%.

Washington State Secretary of Health, John Weisman, has given direction to all state agencies to expect a 15% reduction from their budgets, which equates to \$120,000,000 at the Department of Health. Washington State WIC has given notice that ongoing support of breastfeeding peer counseling funding will be eliminated, which will result in a total \$500,000 to local health jurisdictions by January 15.

The BOH Budget and Finance committee is able to review the presented information in detail. The agency is constantly monitoring funding and able to answer any questions the board may have.

BOARD MEMBER CHECK IN

Foundational Public Health Task Force – Commissioner Mielke

Commissioner Mielke has been working with Secretary of Health, John Weisman, in co-chairing a Foundational Public Health Policies Task Force. SRHD employees are involved in a Foundation Public Health Technical Advisory group which assists the task force. The purpose of the task force is to determine the basic functions of public health in Washington State with consideration of unique functions of certain regions and to provide recommendations to the legislature. Five basic categories of public health functions have been determined: chronic disease and prevention, communicable disease, environmental health, maternal child and family health, and vital records. Next steps are to determine how to meet needs and designate available resources for each public health function. The last step is how to

communicate the need. Commissioner Mielke, Torney Smith and Elaine Conley are involved in the groups and can answer any questions.

Citizen Input Appreciation – Councilmember Pace

Councilmember Pace thanked the citizens who spoke at the meeting.

SRHD Fee Schedule – Councilmember Fagan

Councilmember Fagan asked if the fee schedule and policy were available on the SRHD website. Dr. McCullough reported the schedule is available on the website along with Food Safety Program contact information.

Councilmember Fagan brought attention to a Spokesman Review article on a whooping cough epidemic in the area that he hadn't received information about at a board meeting.

Concern was also expressed about transportation of illegal children from Arizona to Ft. Lewis/McChord AFB for temporary housing. Some children are reported to have communicable diseases.

Dr. McCullough responded that the health district receives and tracks information of communicable disease outbreaks nationwide. There were no reports of whooping cough outbreaks currently in Spokane County and the tracking of illegal children to Ft Lewis/McChord AFB is not under the health district's jurisdiction and is under federal jurisdiction.

Citizen Concerns – Councilmember Hafner

Councilmember Hafner reassured the citizens who spoke on the TFE permit fees that their concerns would be addressed.

NEXT BOARD OF HEALTH MEETING

The next Board of Health meeting is scheduled at 12:30 p.m. on July 31, 2014.

ADJOURNMENT

There being no further business before the Board the meeting was adjourned at 1:36 p.m.

APPROVED: Charles E. Hafner/Chair Date: 7/31/14
Board Member Name and Title

Salena A. Perry
Recording Secretary