

JEFFERSON COUNTY BOARD OF HEALTH  
MINUTES

September 17, 2020

Jefferson County Public Health, 615 Sheridan Street, Port Townsend WA 98368

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Board Members

Pamela Adams, Vice Chair, Port Townsend City Council  
Greg Brotherton, County Commissioner, District #3  
Kate Dean, County Commissioner District #1  
Kees Kolff, Public Hospital District #2 Commissioner  
Denis Stearns, Citizen at large  
David Sullivan, County Commissioner, District #2  
Sheila Westerman, Chair, Citizen at large

Staff Members

Michael Dawson, Water Quality Manager  
Vicki Kirkpatrick, Public Health Director  
Thomas Locke, Health Officer  
Apple Martine, Community Health Director  
Pinky Mingo, Environmental Public Health Director  
Veronica Shaw, Public Health Deputy Director

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Chair Sheila Westerman called the September 17, 2020 meeting of the Jefferson County Board of Health to order at 2:31 p.m. A quorum was present.

**Members Present:** Chair Sheila Westerman, Vice-Chair Pamela Adams, Commissioner Greg Brotherton, Commissioner Kate Dean, Member Kees Kolff, Member Denis Stearns, Commissioner David Sullivan

**Staff Present:** Michael Dawson, Water Quality Manager; Dr. Thomas Locke, Health Officer; Apple Martine, Community Health Director; Pinky Mingo, Environmental Public Health & Water Quality Director, Vicki Kirkpatrick, Director of Jefferson County Public Health, Austin Watkins, Civil Deputy Prosecuting Attorney, Deborah Murdock, Code Compliance Coordinator, Philip Hunsucker, Chief Civil Deputy Prosecuting Attorney

**APPROVAL OF AGENDA**

Chair Westerman asked for approval of the agenda for September 17, 2020. Agenda changes and amendments were approved.

**Member Kolff moved to approve the agenda as edited. Commissioner Dean seconded the motion. The motion carried.**

**APPROVAL OF MINUTES**

Chair Westerman asked for approval of the minutes for August 20, 2020.

**Member Kolff motioned to approve the minutes. The motion was seconded by Member Dean. Member Kolff moved to accept the minor changes that were discussed. The motion passed unanimously.**

**PUBLIC COMMENT**

Discussion on how to address public comments during the meeting. Discussion tabled until staff can suggest how to handle public comments in the future. Member Brotherton noted that comments are not anonymous, and new measures (N-95 masks) are in place protecting agricultural workers.

## NEW BUSINESS

**1. Proposed Changes to Environmental Public Health Fee Schedule. Proposed Call for Public Hearing for October 15, 2020.**

Staff Member Mingo reported that the recurring event fee of \$95.50 for low risk foods, was left out of the fee scheduled adopted last year.

**MOTION: Member Sullivan motioned to have a public hearing at the next Board meeting on October 15, 2020, Vice-Chair Adams seconded the motion. The motion carried.**

**2. Activity Update on Proposed Jefferson County Enforcement Code**

Chief Civil Deputy Prosecuting Attorney Philip Hunsucker, Deputy Prosecuting Attorney Austin Watkins, Code Compliance Officer Debra Murdock and Environmental Health Water Quality Director Pinky Mingo briefed the Board on a draft Enforcement Code. The code would address many enforcement issues in the County including COVID-19 and the masking directive. If approved, violators of the code could face civil infractions and other penalties.

**3. Proposed Revisions to Basic Sanitation Code: Basic Sanitation for Non-Permitted Living Conditions:**

Staff Member Mingo reported on and reviewed the draft proposed revisions to the code. There was further discussion by the Board. Staff Member Mingo will incorporate the edits and incorporate edits and bring back to the next meeting. Pit privy's will be added to a future agenda.

**4. COVID-19 Pandemic Situation report: School Openings, Vaccine distribution and Administration Planning, and Local Transmission Trends.**

Dr. Locke gave an update on current COVID conditions.

**5. Wildfire Discussion.**

Dr. Locke gave a report on the health effects of the current wildfire (climate fire) smoke air quality in the County as well as other air quality concerns. There was brief discussion by the Board.

## OLD BUSINESS AND INFORMATIONAL ITEMS

**1. Jefferson Healthcare Update**

Member Kolff discussed the child care crisis in the County, COVID caseload, revenue, flu vaccines and other Jefferson Healthcare news. Dr. Locke reported on COVID testing status.

**2. Community Health Division Report**

Staff Member Martine provided a briefing. In the future, she will provide her report in writing ahead of the meeting as well. Member Kolff requested a list of services offered and staff members from Community Health.

**3. Addressing Racism**

The Board discussed a proposed resolution. The Ad hoc committee will incorporate edits and bring back at the next meeting. The proposed racism resolution will be posted on the website ahead of the next meeting.

## ACTIVITY UPDATE

There were no activity update reports from the Board.

**AGENDA PLANNING CALENDAR**

- Addressing racism as a public health concern
- Public hearing for the Environmental Public Health Fee Schedule revision

**NEXT SCHEDULED MEETING**

The next Board of Health meeting will be held online as a GoToMeeting on Thursday, October 15, 2020 from 2:30 – 4:30 p.m.

**ADJOURNMENT**

**Chair Sheila Westerman adjourned the September 17, 2020 Jefferson County Board of Health meeting at 4:46 p.m.**

**JEFFERSON COUNTY BOARD OF HEALTH**

*approved telephonically*

Sheila Westerman, Chair

*approved telephonically*

Pamela Adams, Vice Chair

*approved telephonically*

David Sullivan, Member

*approved telephonically*

Denis Stearns, Member

*approved telephonically*

Kate Dean, Member

*approved telephonically*

Greg Brotherton, Member

*approved telephonically*

Kees Kolff, Member

Respectfully submitted  
K. Abbott