Board of Health Meeting
February 11, 2014

Members: Ralph Malone - Chairman, Sheila Kennedy, Ray Campbell, Lee Webster, Jim Detro
Staff: Ella Robbins, Dave Hilton Lauri Jones,
Guests: none

CALLED TO ORDER & INTRODUCTIONS
The meeting was called to order by Co-Chairman Lee Webster at 1:40 p.m.

ADDITIONS/APPROVAL OF THE AGENDA
Co-Chairman Lee Webster inquired if there were any changes or additions to the agenda, there were none. Jim Detro made the motion to approve the agenda as presented; the motion was seconded by Ray Campbell.

PUBLIC COMMENT
Co-Chairman Webster opened the meeting for public comment at 1:48 p.m. There was no public comment offered and the public comment period was closed at 1:50 p.m.

ADMINISTRATIVE ISSUES
Minutes of January 14, 2014
The minutes of the January 14, 2014 meeting were presented and reviewed. The motion was made by Ray Campbell to approve the minutes. Jim Detro seconded the motion and the motion carried.

Financial Reports – January 2014
Revenue Status Report
Ella began the discussion by presenting and reviewing the preliminary January Revenue Status report. The report does not yet include the 2014 budgeted revenue amounts but that should be corrected by the February Board meeting. The 2014 beginning fund balance is $47,361.49 (with the $30,000.00 pulled from the #58 account in December) and the monthly revenue received is $136,317.65

Expenditure by Object Report
Ella’s next discussion was a review of the monthly expenditures for January. The monthly expenditures are $93,888.43

Cash on Hand Report
Ella shared the Cash on Hand Report for January and February. Ella stated the end of January balance was $41,061.75 and as of Feb. 10th the Cash on Hand balance is $137,509.00 Ella stated we have received the first payment of the Foundational Funds and depending on the cash flow for the rest of February, she would consider adding a minimal amount to the PH Operating Fund (#58) at the end of the month.

Reserve Accounts
Ella next reviewed the #58 and #59 Reserve Accounts. Ella stated that the #58 Account (Emergency Operating Account) has a balance of $99,528.00 with the #59 Account (Health Office) balance at $15,000.00 and that has not changed.

The motion was made by Jim Detro to approve the January 2014 Financial reports as presented and reviewed. Sheila Kennedy seconded the motion and the motion carried.
January Vouchers and Payroll
Ella next presented the January Voucher and Payroll reports. Ella reviewed the January voucher total was $9,512.26 and we are current with all of our bills.

The motion was made by Ray Campbell to approve the January Voucher and Payroll reports as reviewed and presented. Jim Detro seconded the motion and the motion carried.

Washington State Health Care Innovation Plan (HCIP)
The next topic for discussion began with Lauri giving a legislative update of the Washington State Health Care Innovation Plan. Lauri also shared and reviewed the concerns expressed by WSALPHO (WA State Assoc of Local Public Health), and other organizations regarding unfunded mandates, regionalization, and the formation of Accountable Communities of Health (ACH) that are undefined and with questionable oversight. Lauri stated that there will be more changes to the draft Health Care Innovation Plan during the legislative session and she will have more information at the next Board meeting. Sheilah requested a one page summary of the areas of concern with the HCIP so that information could be shared with our legislative representatives.

Community Health Update & Communicable Disease Update
Lauri next reviewed the current flu cases in the County.

Lauri also updated the Board on the Community Health Assessment survey that has been completed. Lauri reviewed the questions on the survey, the information was obtained, how the information is being tabulated, and community perception vs. the data, etc. The next step in the process will be to have the Community Assessment Report published and distributed in the next few months.

Environmental Health Update
Dave Hilton stated Environmental Health did not have any issues to bring to the Board this month

Public Health Evaluations
Sheilah Kennedy inquired about the evaluation process for the Administrative Team. Ralph and Ella reviewed the Administrative Team was formed when the previous Administrator left and there has been no formal evaluation done by the Board. Ella stated that informal evaluations for the Administrative team have been done (by members of the Administrative team) but there was nothing in writing. Ella also stated that evaluations are done on a yearly basis for the entire agency and the OCPH Personnel Manual basically follows the County Personnel Manual.

Adjourn
Ray Campbell made the motion to adjourn the meeting at 2:25 p.m. Sheilah Kennedy seconded the motion, the motion carried and the meeting was adjourned.

Ralph Malone
Chairman

Ella Robbins
Administrative Coordinator