Board of Health Meeting
January 14, 2014

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

CALLED TO ORDER & INTRODUCTIONS
The meeting was called to order by Chairman Ralph Malone 1:32 p.m.

ELECTION OF OFFICERS
Chairman Ralph Malone started the discussion for election of officers for 2014. Sheila Kennedy made the motion to keep the same officers FOR 2014 and Jim Detro seconded the motion. Neysa Roley nominated Sheila Kennedy to assume the position as Chairman of the Board. The Chairman then closed the nominations.

Sheila Kennedy expressed appreciation for the nomination as Chairman of the Board, but declined the nomination. Ralph Malone next asked for a show of hands by the Board members to keep the same officers for 2014 as made in the motion by Sheila Kennedy. The vote determined that the current officers (Chairman, Ralph Malone and Vice Chairman, Lee Webster) would continue for 2014. The motion carried.

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

PUBLIC COMMENT
Chairman Malone opened the meeting for public comment at 1:34 p.m. There was no public comment offered and the public comment period was closed at 1:37 p.m.

ADMINISTRATIVE ISSUES
Minutes of December 10, 2013
The minutes of the December 10, 2013 meeting were presented and Ella reviewed spelling corrections that were made. The motion was made by Neysa Roley to approve the minutes as presented. Jim Detro seconded the motion. The motion carried.

Financial Reports – December 2013
Revenue Status Report
Ella began the discussion by presenting and reviewing the December Revenue Status report. The year to date revenue is at 102% with the monthly revenue at $149,004. Ella also reviewed that $30,000.00 was pulled from the Emergency Operating account (#58) to meet the December expenses.

Expenditure by Object Report
Ella’s next discussion was a review of the monthly expenditures for December. The monthly expenditures for December are $101,676.86 with the year to date at 96.21%..

Ella reviewed and discussed the December expenditures being higher than usual as we are catching up on the bills that were not paid in November. We are now current with all the bills and have a 2014 beginning fund balance of $45,994.02.
Cash on Hand Report
Ella shared the Cash on Hand Report for December and January. Ella stated that as of January 10th the cash on hand balance is $73,855. Ella also stated that she anticipated the Foundational Funds to be arriving at the end of January and that would help with the January expenses.

There were questions from the Board of when the $30,000.00 would be returned to the Operating Reserve Account (#58). Ella replied that due to the reduced budget for 2014 she did not have an indication of if or when that may happen. Ella shared her opinion that as the revenue improves over the next few months she would like to make small payments back into the Operating Reserve Accounts (#58) as it becomes feasible.

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 after the $30,000.00 was transferred to the General Fund. Ella reviewed the balance of $15,000.00 in the Health Officer Account (#59) has not changed.

The motion was made by Lee Webster to approve the December and January Financial reports as presented and reviewed. Neysa Roley seconded the motion and the motion carried.

December Vouchers and Payroll
Ella next presented the December Voucher and Payroll reports. Ella reviewed the December voucher total was $17,127.31 and we are now current with all of our bills.

The motion was made by Jim Detro to approve the December Voucher and Payroll reports as reviewed and presented. Lee Webster seconded the motion and the motion carried.

Dept. of Health – Consolidated Contract #C16895 - Am# 12
Ella and Lauri next reviewed Am #12 of the Consolidated Contract. Ella reviewed the contract changes (Statement of Work, funding changes, time periods, etc.) and Lauri explained the various activities in the programs. The discussion also included a brief review of the billing methods (as described on Page 9) and that Public Health operates on an actual billing method.

Neysa Roley made the motion to authorize the Chairman to sign the Dept. of Health Consolidated Contract – Am #12 as presented and reviewed. Sheila Kennedy seconded the motion and the motion carried.

Washington State Health Care Innovation Plan
The next topic for discussion began with Lauri giving a brief summary and review of the Washington State Health Care Innovation Plan that was emailed to the Board members earlier. Lauri discussed the various problems with the Health Care Innovation Plan as proposed by the Governor and the areas that concerned her. The Board members’ offered their comments to the Innovation Plan and there was agreement and support among the Board as they expressed similar concerns.

Lauri next distributed copies of the draft Board of Health Resolution that is being considered by NE Tri County Board of Health. The Board members supported the draft resolution and directed Lauri to prepare a similar resolution for the Board to review and consider signing at the February Board meeting.

Sheilah Kennedy shared information about a meeting with the hospitals and other agencies on February 4th at 5:30 in the Commissioner’s Hearing Room. The purpose of the meeting will be to develop a proactive countywide response to health care issues impacting the local hospitals, and to review the potential impacts to County
residents. Lauri expressed interest in receiving more information about the meeting as well as attending the meeting.

**Community Health Update & Communicable Disease Update**
The next topic was a brief review with the Board members of recent flu cases and norovirus. Lauri discussed that the flu season is here and February is following the historical trend as we are seeing several cases of the flu. The Public Health message continues to be get vaccinated, wash your hands, cover your cough, stay home and keep your kids at home if you are sick, etc.

**Environmental Health Update**
Jim Detro began the next discussion with a review of information he has received from a landowner regarding property in the Wauconda area. The property has a drilled well and the property owners have been contacted by Public Health regarding the outhouse and well. Jim shared pictures of the site and reviewed with Dave the problems with the site, why Public Health was involved and how to begin the process to correct the issues. The Board members reviewed with Dave the options that were available to the landowner, the length of time involved during the septic application process, etc. There was agreement that Jim Detro would get back to the landowner and share the information with him.

**Adjourn**
Ray Campbell made the motion to adjourn the meeting at 2:45 p.m. Jim Detro seconded the motion, the motion carried and the meeting was adjourned.


Ralph Malone    Date    Ella Robbins
Chairman    Administrative Coordinator