Board of Health Meeting
July 8, 2014

Members: Ralph Malone - Chairman, Ray Campbell, Jim Detro, Sheilah Kennedy
Staff: Ella Robbins, Dave Hilton, Lauri Jones, JJ Bellinger
Guests: None

CALLED TO ORDER & INTRODUCTIONS
The meeting was called to order by Chairman Ralph Malone at 1:35 p.m.

ADDITIONS/APPROVAL OF THE AGENDA
Chairman Ralph Malone inquired if there were any changes or additions to the agenda. Ella stated that under the Administrative Section, the DSHS Children With Special Needs Contract could be removed as the contract was processed. Sheilah Kennedy requested an Executive Session to discuss Personnel Issues regarding correspondence that had been received.

Ray Campbell made the motion to approve the agenda as amended. Jim Detro seconded the motion, and the motion carried.

PUBLIC COMMENT
Chairman Malone opened the meeting for public comment at 1:40 p.m. There were no members of the public in attendance, and the public comment period was closed at 1:42 p.m.

ADMINISTRATIVE ISSUES
Minutes of June 10, 2014
Ella stated the minutes for the June Board meeting were mailed to the Board members earlier and there were no changes. Sheilah Kennedy made the motion to approve the June Board of Health minutes. Ray Campbell seconded the motion, and the motion carried.

Financial Reports – June 2014
Revenue Status Report
Ella began the discussion by presenting and reviewing the June Revenue Status report. The total revenue received in June was $136,004.00 and we are at 59.12% for the year. Ella also noted that $50,000.00 was received from Washington State Health Care Authority (and included in the total June revenue) that was generally pass through money and this would be reviewed and discussed later in the agenda.

Expenditure by Object Report
Ella’s next discussion was a review of the monthly expenditures for June, 2014. The monthly expenditures are $89,648.00 and we are at 46.82% for total expenditures for the year. Ella stated the monthly expenditures were lower this month due to the County voucher processing cycle for June (i.e. 2 x month instead of 3 x)

Cash on Hand Report & Reserve Accounts
Ella shared the Cash on Hand Report for June and July, 2014 that was updated from the earlier version sent to the Board members. Ella stated the ending balance for June $33,461.80 and as of July 7th we are currently at $23,759.09.
Ella also shared the section on the July Cash on Hand report where she will be tracking the Health Care Authority $ 50,000.00 pass through funds and keeping them separate from OCPH funds.

Ella next reviewed the Public Health Operating Reserve Fund (#58) continues to have a balance of $104,528.60. The Health Officer Emergency Account (#59) remains at $15,000.00 and both accounts have not changed from last month.

Ella summarized with 6 months of history for revenue and expenditures, we continue to be on track with the year to date revenue at 59.12%, and expenditures at 46.82%.

The motion was made by Jim Detro to approve the June Financial Reports as presented and reviewed. Sheilah Kennedy seconded the motion and the motion carried.

June Vouchers and Payroll
Ella next reviewed the June Voucher and Payroll reports. Ella reviewed the June voucher report and stated there were no unusual expenses.

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

WA State Health Care Authority - Accountable Communities of Health
The next topic began with Lauri reviewing the grant that has been awarded from Washington State Health Care Authority in the amount of $50,000.00. Lauri reviewed the purpose of the Community Health Planning grant, the pass through funds that will be sent to Community Choice, the community partners in the planning discussions, etc. Ella reviewed the grant period is from July 2014 to December 2014.

Public Records Procedures
The next topic started with Ella reviewing the recent State Auditor’s training on Public Records that she attended. Ella shared her discussion with Enduris (liability insurance company) and the agreement that Public Health should adopt a written Public Records Policy. Ella is continuing to review various Public Record Policies and will bring back a proposed draft next month.

Environmental Health Update
Water Program - Group B Regulation
Dave Hilton next talked with the Board regarding the proposed Group B regulation. Dave stated the Board had two options – adopting the State regulation (#1) or proceeding with adopting a local Group B regulation (#2).

Dave recommended that the Board adopt Option 2 - which is to proceed with adopting a local Group B regulation which allows local flexibility and local control. The reasons for Dave’s recommendations were:

- The Joint Plan of Operation (JPO) that we have with State Department of Health (SDOH) requires the development of a local Group B regulation or adoption of the State Regulation.
- Since January, 2014 we are operating without a regulation and are sending all Group B applications to the SDOH.
- Dave also reviewed that SDOH would not approve Group B water system proposals that would use a source containing contaminants that exceeded the drinking water standards or required treatment, but a local regulation would have that flexibility.
• Dave and JJ Bellinger (OCPH staff) also reviewed that the Group B monitoring requirements have been reduced. Other topics discussed involved the issues of Group B systems that had originally met the water quality standards for contaminants but due to the increased quality standards those systems no longer meet the new standard.

• In addition, in accordance with the new Group B regulation SDOH does not provide oversight to Group B systems where the source requires treatment and therefore will not approve them where a local regulation would provide oversight and allow for approval of sources requiring treatment.
  • Dave and JJ reviewed the need for local oversight by providing examples of historical problems.

• Dave also reminded the Board that the local regulation can be amended as needed, if or when the legislative group adopts the proposed changes.

Sheilah Kennedy expressed the opinion that the issue was continuing to be discussed at the legislative level. It was her belief that the legislative group (Joel Kretz, Shelly Short, Quad County Commissioners group, etc.) would be correcting and resolving the issue. Sheilah proposed that another option was to continue to operate as we have since the beginning of the year (i.e. submitting Group B applications over to SDOH). Ray Campbell and Jim Detro also expressed support to continue submitting Group B applications to SDOH, and to allow the legislative group additional time to reach a solution.

There was agreement among the Board to continue this discussion next month.

Community Health Update

Communicable Disease update

Lauri updated the Board members on Pertussis cases to the south in the Mattawa and Grant County area. Lauri also reviewed the status of a possible positive TB case we are monitoring, the investigation process, sputum testing involved, exposure to the community, etc.

The group discussion also included a review of the boundaries of the proposed mosquito control district, proposed funding options, methods of distributing the insecticides, next steps to get the proposal ready for the November county ballot, etc.

Hybrid Entity – Resolution # 2014-02

The next discussion began with Lauri providing a description of the proposal that the Board declare public Health a Hybrid Entity. Lauri reviewed the benefits of establishing us as a Hybrid Entity and the impact to our Health Insurance Portability and Accountability Act (HIPPA) and the Health Info Technology Economic & Clinical Health Act (HITECH). It was her understanding that as a Hybrid Entity, our HIPPA and HITECH policy is structured for the Community Health Programs that are identified and listed in the resolution.

The motion was made by Sheilah to adopt Board of Health Resolution #2014-02 as presented. Ray Campbell seconded the motion and the resolution was signed.

Executive Session

Chairman Ralph Malone directed the Board to go into Executive Session for 15 minutes to discuss personnel issues following the RCW 42.30.110 (1) (f). The Executive Session began at 2:40 p.m. The Board came out of the Executive Session at 2:55 p.m. with no action or further discussion taken.
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
Chairman

Date

Ella Robbins
Administrative Coordinator