Board of Health Meeting
January 10, 2017

Members: James DeTro, Andy Hover, Chris Branch, Steve Varrelman, Larry Zimmerlund (by Phone)
Staff: Lauri Jones, Dave Hilton, Carol Bagley and Jacqueline Bellinger
Guests: See attached Register
Note: The meeting was digitally recorded. A copy of the recording is available through a public records request.

CALL TO ORDER AND INTRODUCTIONS

Call to Order - The meeting was called to order by Chairman Jim DeTro. Those present introduced themselves for the benefit of any new attendees.

ADDITIONS/APPROVAL OF THE AGENDA

Lauri Jones requested that the item "Board of Health" orientation be rescheduled for February, when a full orientation presentation would be ready. She requested that an item "Abbreviated Board of Health Orientation" be put in its place. Dave Hilton requested the addition of an item "TB Billing" be added to the agenda just before Community Health Update. There were no other additions requested. A motion was made by Chris Branch and seconded by Andy Hover to approve the agenda as amended. The motion carried and the agenda as amended was approved.

PUBLIC COMMENT

Chairman Detro opened the meeting to public comment. No members of the public present wanted to make any comments. Chairman DeTro then closed the meeting to public comment.

ADMINISTRATIVE ISSUES

Election of BOH Officers

Steve Varrelman nominated Jim DeTro as Chairman of the Board for 2017. Chris Branch seconded the nomination. There being no other nominations, the Board voted and elected Jim Detro to be Chairman for 2017.

Draft Board Minutes of December 13, 2016

Lauri Jones presented the draft minutes of the December 13, 2016 meeting. No amendments or corrections were offered. A motion was made by Andy Hover and seconded by Steve Varrelman to approve the draft minutes as presented. The motion carried, and the December 13, 2016 Board of Health minutes were approved.

December 2016 Financial Reports

December Treasurer’s Report and OCPH Cash on Hand Report

Lauri Jones and Carol Bagley presented the Treasurer’s December Financial Report. Lori Jones presented this report to the Board, together with the December Cash on Hand report with notes to show that the figures matched. She also showed that the Treasurer’s report matches the Reserve accounts (#58 and #59). They reported that the balance in the Emergency Operating Reserve account is unchanged at $45,000. They also reported that the balance in the Health Officer Account (#59) is unchanged at $15,000. The beginning fund balance for December 2016 was $30,145.02; the ending fund balance was $46,180.51.
December Vouchers and Payroll
The next report for review was the December 2016 Vouchers and Payroll report. Lauri Jones presented this report at the meeting. The voucher report includes a breakdown of the VISA credit card charges for the Board members’ review.

A motion was made by Chris Branch and seconded by Andy Hover to approve the financial reports for December 2016. The motion carried, and the Treasurer’s report and Cash on Hand report for December 2016 and the December 2016 Voucher and Payroll report were approved.

Accounts payable vouchers #E161891-#E161901,#E162142,#E162269-#E162278 in the amount of $8,295.52 refunds/payments in the amount of $3,168.00 and Payroll warrants as attached & received from the Treasurer’s Financial Statement for December,2016 in the amount of $70,197.66 for an aggregate total of $81,661.18 for total issue for the month of December,2016 are approved this Tuesday, January 10th, 2017.

BOARD OF HEALTH CHARTER DISCUSSION

Dave Hilton opened the staff presentation on the draft charter. He and Lauri Jones explained the reason for drafting a new charter; the current charter was written and adopted by the Board of County Commissioners after it became apparent that the Board was out of compliance with the old charter. This action essentially dissolved the previous 5-member Board of Health, replacing it with the current 7-member Board of Health. The Board of County Commissioners then appointed members for the non-county commissioner seats. Dave and Lauri pointed out that now the new Board exists, it is appropriate for the Board of Health to fill the vacant non-county commissioner seats, rather than the Board of County Commissioners; this is one of the major changes in the draft BOH charter. It also makes some changes to the way prospective new Board members are nominated. The other major changes clarified the objectives of the Board of Health, bringing them more in line with the overall mission of Public Health; formally established the position of Vice-Chair; and formally established the position of Executive Secretary to the Board of Health. They explained how various sections of the draft charter conformed to the applicable RCW’s. Dave Hilton and Lauri Jones then asked the Board to consider the revised Charter with an eye towards adopting it at the February BOH meeting.

After discussion, the Board members present decided that they didn’t need to put off adoption of the draft charter. Chris Branch made a motion to adopt the draft Board of Health charter; Andy Hover seconded the motion. The motion carried, and the draft Board of Health charter was adopted as the official Board of Health charter.

Lauri Jones told the Board that Neysa Roley had informed her that she would no longer be able to serve on the Board of Health, leaving a vacancy in the Elected Official spot. She asked permission to contact the various mayors and city councils of the incorporated towns in Okanogan County to solicit nominations for the vacant seat on the Board. The Board directed her to do so.

Steve Varrelman nominated Mariann Williams as Vice-Chair for 2017. Larry Zimmerlund seconded the nomination. There being no other nominations, the Board voted and elected Mariann Williams as Vice-Chair for 2017.

At Dave Hilton’s suggestion, the Board voted to appoint Jacqueline Bellinger (OCPH) as Executive Secretary to the Board.
BOARD OF HEALTH ORIENTATION (ABBREVIATED)

Lauri Jones and Dave Hilton each described the programs and services of Okanogan County Public Health. Lauri Jones informed the Board that a more complete orientation would be ready for the February 2017 meeting, with figures on services and activities at Okanogan County Public Health.

TB BILLING

Lauri Jones and Dave Hilton opened the discussion about a billing that Okanogan County Public Health had submitted to the county for TB control activities. Okanogan County Public Health had submitted a bill to Okanogan County in the amount of $13,617.00 for TB control activities in 2016. Chairman Jim Detro said that he and the other County Commissioners had not seen this bill or been told about it, and he would look into it on behalf of the Board of County Commissioners.

COMMUNITY HEALTH UPDATE

Lauri Jones gave a report on the current level of influenza in Okanogan County. She informed the Board that we are mainly seeing Type A flu, and that we have schools reporting absentees and clinics and hospitals reporting cases to OCPH for tracking purposes.

ENVIRONMENTAL HEALTH UPDATE

There were no Environmental Health updates.

ADJOURNMENT

There being no other business to address at this meeting, Chairman Jim Detro adjourned the meeting.