Okanogan County Board of Health Meeting  
June 13, 2017

Members: James DeTro, Chris Branch, Mariann Williams, Steve Varrelman and Larry Zimmerlund  
Staff: Lauri Jones, Carol Bagley, Dave Hilton 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 – Chairman James DeTro was running a few minutes late, so the meeting was called to order by Vice-Chair Mariann Williams. Chairman Jim DeTro joined the meeting shortly after and took over. Those present introduced themselves for the benefit of any new attendees.

ADDITIONS/APPROVAL OF THE AGENDA

Lauri Jones requested that an item regarding a possible VOIP phone system for the office be added to the agenda above Environmental Health Update. A motion was made by Larry Zimmerlund and seconded by Steve Varrelman 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 asked to speak, and Chairman DeTro then closed the meeting to public comment.

ADMINISTRATIVE ISSUES

Draft Board Minutes of May 9, 2017

Lauri Jones presented the draft minutes of the May 9, 2017 meeting. Mariann Williams pointed out that a date under the Community Health Update regarding the Opioid Summit should have been June 22, 2017 rather than May 22, 2017; this was corrected. No other corrections were offered. Chris Branch moved to approve the May 9, 2017 minutes as corrected. The motion was seconded by Steve Varrelman. The motion carried, and the May 9, 2017 Board of Health minutes were approved.

May 2017 Financial Reports

May Treasurer’s Report and OCPH Cash on Hand Report

Lauri Jones and Carol Bagley presented the Treasurer’s May 2017 Financial Report together with the May 2017 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 May 2017 was $70,183.32; the ending fund balance was $63,728.44.

May Vouchers and Payroll

The next report for review was the May 2017 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 Larry Zimmerlund and seconded by Steve Varrelman to approve the financial reports for May 2017. The motion carried, and the Treasurer’s report and Cash on Hand report for May 2017 and the May 2017 Voucher and Payroll report were approved.
Accounts payable vouchers #E165400-#E165408, #E166091-#166105 in the amount of $9,605.28 refunds/payments in the amount of $2,994.00 and Payroll warrants as attached & received from the Treasurer’s Financial Statement for May, 2017 in the amount of $71,197.66 for an aggregate total of $83,796.94 for total issue for the month of May, 2017 are approved this Tuesday, June 13th, 2017.

Draft Resolution 2017-#03

Lauri Jones presented Draft Resolution 2017-#03 to the Board. The resolution was to authorize a 2.5% Cost of Living Adjustment (COLA) for OCPH staff, effective July 1, 2017. Lauri Jones and Carol Bagley presented figures on finances and staffing levels to show that OCPH could afford the COLA. She also informed the Board that this COLA had been included in the 2017 OCPH budget, but that the Administrative staff had held off on implementing it until the financial figures showed that the increase could be sustained. After discussion by the Board, Mariann Williams made a motion to approve Resolution 2017-#03. Chris Branch seconded the motion. The motion carried, and Resolution 2017-#03 authorizing a 2.5% COLA for OCPH staff was approved.

VOIP PHONE SYSTEM

Lauri Jones reported to the Board that OCPH has been investigating the possibility of replacing the current antiquated landline phone system with a new VOIP phone system, like the one used by the county departments. She explained that OCPH has been experiencing increasing problems with the current phone system, including a phone outage that lasted several days. The system dates back to the mid-1970s, and it is hard to find a repair technician who can work on it. She updated the Board on the progress of the investigation, including estimate costs, and informed them that OCPH would continue to look into the replacement system.

ENVIRONMENTAL HEALTH UPDATE

Mr. Crispin Ramirez Appeal

Mr. Ramirez had asked to appear before the Board of Health in order to appeal a decision made by Dave Hilton of OCPH that would require him to install a pressure distribution type septic system instead of a conventional gravity septic system. He had moved a house on the property to a different location, and was to put in a new septic system to serve the house because the original system was much too close to surface water. He felt that since his parcel is large and all the surrounding parcel owners had been allowed to install gravity systems, it was unfair to require him to install a pressure system at substantially higher cost.

Dave Hilton explained the timeline and process on Mr. Ramirez’s permit. He explained that based on the soil type as determined by his examination of the test hole, regulations required the installation of a pressure distribution septic system. He explained that OCPH staff did not have the authority on their own to allow a conventional system in the gravelly soils at the site when it would be contrary to the regulatory requirements. He explained that this is the reason any system other than that prescribed by the regulation has to come before the Board of Health.

Dave Hilton and members of the Board then discussed possible alternatives that would allow for a less-expensive septic system while still mitigating potential environmental and public health threats. After discussion, Dave Hilton and the Board members devised an alternative that allows a modified gravity system that constructs a gravity system over sand filter. The system would need the drainfield trenches excavated to a depth of 5 feet and backfilled with 3 feet of clean sand that meets sand filter standards before the drain lines are installed. This would provide some level of treatment above that of a regular gravity system, and prevent the use of the original septic system that was much too close to surface water. The system would cost more than a conventional gravity septic system, but would still cost substantially less than a pressure distribution septic system.

Steve Varrelman made a motion to grant Mr. Ramirez a variance that would allow him to install the modified gravity system over sand filter as discussed. Mariann Williams seconded the motion. The motion carried, and Mr. Ramirez was granted the variance.

There were no other Environmental Health updates for the Board at this time.
COMMUNITY HEALTH UPDATE

Lauri Jones reported that she had attended the WSALPHO (Washington state Association of Local Public Health Officials) meeting in Wenatchee on behalf of OCPH. She reported on the various topics and discussions at the meeting, and joined WSALPHO in urging the Board of Health members to urge their congressmen to get a budget approved to avoid shutdown of important public health activities at the state and local level.

She also reported that OCPH received a call from a clinic, stating that they believed they had a re-activated case of tuberculosis (TB). The clinic did not report this in a timely fashion, and Lauri has spoken to them about it. OCPH has started the required testing and monitoring activities on this patient. She also reported that we have a few cases of Shigella and Giardia in the county at this time.

She reported that there will be another combined Coalition for Health Improvement (CHI)/Community Opioid Workgroup meeting on June 22, 2017 at Okanogan County Behavioral Health Care and gave an outline of the expected agenda. She also reported that this meeting will involve the North Central Accountable Communities of Health.

ADJOURNMENT

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