CALL TO ORDER AND INTRODUCTIONS

Call to Order – Chairman Jim DeTro called the meeting to order.

ADDITIONS/APPROVAL OF THE AGENDA

Lauri Jones requested the addition of an item concerning Board of Health membership to be added between Public Comment and Administrative Reports/Actions. A motion was made by Mariann Williams and seconded by Larry Zimmerlund 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 were present at the meeting asked to comment, and Chairman DeTro then closed the meeting to public comment.

BOARD OF HEALTH MEMBERSHIP

Lauri Jones and Dave Hilton presented a letter of resignation from Steve Varrelman to the Board. They then presented a letter from James Wright of James Wright Construction Inc. expressing his interest in being appointed to fill the industry position on the Board of Health vacated by Steve Varrelman. Andy Hover stated that the Commissioners would have the Clerk of the Board of County Commissioners draft a letter appointing James Wright to the vacant industry position on the Board of Health.

ADMINISTRATIVE ISSUES

Draft Board Minutes of December 12, 2017

Lauri Jones presented the draft minutes of the November 12, 2017 meeting. No Board members offered any additions or corrections to the minutes. Mariann Williams moved to approve the December 12, 2017 meeting minutes as presented. The motion was seconded by Chris Branch. The motion carried, and the December 12, 2017 Board of Health meeting minutes were approved.

December 2017 Financial Reports

December 2017 Treasurer’s Reports and OCPH Cash on Hand Report

Lauri Jones and Carol Bagley presented the Treasurer’s December 2017 Financial Report together with the 2017 Cash on Hand report with notes to show that the figures matched. Carol Bagley 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 2017 was $64,703.47; the ending balance was $93,823.24.
December 2017 Vouchers and Payroll
The next report for review was the December 2017 Vouchers and Payroll report. Carol Bagley presented this report to the Board. The voucher reports included a breakdown of the VISA credit card charges for the Board members’ review.

After discussion, a motion was made by Andy Hover and seconded by Mariann Williams to approve the financial reports for December 2017. The motion carried, and the Treasurer’s report and Cash on Hand reports for December 2017 and the December 2017 Voucher and Payroll report were approved.

Accounts payable vouchers #E171256-#E171258, #E171854-#E171870 & #E171957-#E171960 in the amount of $19,997.62 refunds/payments in the amount of $4,682.00 and Payroll warrants as attached & received from the Treasurer’s Financial Statement for December, 2017 in the amount of $70,093.62 for an aggregate total of $94,773.24 for total issue for the month of December, 2017 are approved this Tuesday, January 9th, 2018.

Consolidated Contract CLH18255
Lauri Jones and Carol Bagley presented Consolidated Contract CLH18255 to the Board. This contract is the 2018-2020 extension of the current Consolidated Contract. Lauri Jones reported that the programs and scope of work covered under the current contract are unchanged in the new contract. After discussion,

BOARD OF HEALTH CHARTER REVISION UPDATE
The Board resumed discussion of possible updates to the Board of Health charter. After discussion, the Board decided to amend the section on the elected official position to say that the elected official in that position may also designate an alternate (also an elected official) to attend in their place. The other change discussed would allow special meetings (not regular meetings) to be conducted by audio or visual electronic means, such as a conference call or internet protocol, provided the special meeting is advertised and a physical location is provided for the public to attend. The Board found this proposal acceptable as long as a majority of the Board was willing to allow it. OCPH staff will conduct further research on this proposed change.

COMMUNITY HEALTH UPDATE
Lauri Jones presented the Community Health update. She reported that the 2017-2018 flu season was ramping up, and discussed the recent increase in cases statewide. She then reported that OCPH is continuing to monitor the three Tuberculosis cases in the county. She finished by reporting on a presumed West Nile Virus case in the county, stating that the patient was now home from the hospital, but we are still waiting on confirmation as to whether the case was actually West Nile Virus or not.

ENVIRONMENTAL HEALTH UPDATE
Dave Hilton gave the Environmental Health Update. He presented a draft revised Overnight Transient Accommodation (OTA) Regulation to the Board to get their input on it. The major revisions were changes to the permitting section and the addition of a section with safety standards for railings on elevated decks. After discussion, the Board made minor changes in the wording of the section on elevated deck railings to clarify the standard and bring it into conformance with the Universal Commercial Building Code. The Board then directed OCPH to advertise the draft revised OTA regulation for public comment.

ADJOURNMENT
There being no other business to address at this meeting, Andy Hover moved to adjourn the meeting; Larry Zimmerlund seconded the motion. The motion carried, and Chairman Jim DeTro adjourned the meeting.