Okanogan County Board of Health Meeting
November 13, 2018

Board Members Present: Janice May, Jim Wright, Larry Zimmerlund, Jim DeTro, Andy Hover and Mariann Williams.

Excused: Chris Branch

Staff Present: Lauri Jones, Jill Gates, Jacqueline Bellinger and Michael Harr

Guests: See attached Register (Exhibit A)

CALL TO ORDER AND INTRODUCTIONS

Call to Order – The meeting was called to order at 1:30 PM.

ADDITIONS/APPROVAL OF THE AGENDA

Community Health Director Lauri Jones requested to add the following items under Administrative Actions:
  - Administrative Wages

Andy made a motion to approve the agenda as amended, Jan May seconded. The motion carried with all in favor. (Exhibit B)

PUBLIC COMMENT

There were two community members present who declined to make a comment. Chairman Jim DeTro closed the meeting to public comment.

Public Hearing – 2019 Proposed Public Health Fee Schedule

Jim DeTro opened the public hearing and Lauri reported that we ran a legal ad for notification of the public hearing for 2 weeks prior to the meeting. She stated that there are no changes to the existing fees, but that Public Health wants to add variance fees. Michael Harr gave an overview of the variance fee. There were no public comments made. Jan May made a motion to approve Resolution #2018-01 2019 Public Health Fee Schedule, Andy seconded on the contingency that Michael check with the Planning Department on the number of OTA’s one individual can have. The motion and contingency passed with all in favor. (Exhibit C)

ADMINISTRATIVE REPORTS / ACTIONS

Draft Board Minutes of October 16, 2018

Jill Gates presented the draft minutes of the October 16, 2018 meeting. After review by the Board, Larry moved to approve the October 16, 2018 meeting minutes as presented. The motion was seconded by Andy and the motion carried with all in favor. (Exhibit D)

October 2018 Financial Reports

October 2018 Treasurer’s Reports and OCPH Cash on Hand Report
Jill Gates presented the Treasurer’s October 2018 Financial Report (Exhibit E) together with the October 2018 Cash on Hand report (Exhibit F) to show that the figures matched. Jill Gates 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 (#58) remains unchanged at $50,000 and that the balance in the Health Officer Account (#59) is unchanged at $15,000. The beginning fund balance for October 2018 was $139,445.51; the ending balance was $148,491.18.

**October 2018 Vouchers and Payroll**

Jill Gates presented the October 2018 Voucher report (Exhibit G). The voucher report included a breakdown of the VISA credit card charges for the Board members’ review.

Mariann made a motion to approve the Treasurer’s Report, Cash on Hand Report and Voucher and Payroll (as listed below) for October 2018, Andy seconded the motion and the motion carried with all in favor.

Accounts payable vouchers #E178999 - #E179010, #E179227, #E179496 - #E179508, in the amount of $16,350.93 and refunds/payments in the amount of $3,128.00 as attached & received from the Treasurer’s Financial Statement for October, 2018 Payroll warrants in the amount of $79,973.41 for an aggregate total of $99,452.34 for total issue for the month of October, 2018 are approved this Tuesday, November 13th, 2018.

**Consolidated Contract Amendment #4**

Lauri reported that she was able to obtain additional funding for Crisis Response – Opioid Overdose Prevention through our Consolidated Contract with the Department of Health and explained how the program works. We are also running an ad for this program through “Before the Movie”. The ad addresses the number of overdoses in Okanogan County due to opioid use and texting platform for individuals to access for help. Andy made a motion to approve the Consolidated Contract Amendment #4 and for the Chairman to sign, Mariann seconded and the motion was passed with all in favor. (Exhibit H)

**HCA Medicaid Administrative Claiming Contract**

Lauri explained that this contract is an ongoing renewal for Medicaid Match Services. Mariann made a motion to approve this contract, Jan May seconded and the motion passed with all in favor. (Exhibit I)

**Administrative Wages**

Lauri reported that both she and Dave receive 5% for administrative duties since the prior administrator left employment. She also reported that they have not received an increase in 9 years and is asking for an additional $500/month for both her and Dave. Lauri presented the Board with comparable wages for surrounding counties. Lauri stated that she believes the budget can sustain this increase. Mariann made a motion to approve the administrative team to receive an additional $500/month on top of their base pay, Larry seconded, and Andy wanted discussion. After discussion amongst the Board, the motion passed with all in favor. Jill asked for an effective date and the Board agreed on December 1, 2018.

**COMMUNITY HEALTH UPDATE**

Lauri reported that she sold the 2001 Jeep Cherokee for $1,000 and that she disclosed what was wrong with it to the buyer.

Lauri reported that she has trained 11 Omak Police Officers on Narcan as well as 20 Fish and Wildlife employees.

Flu season is typically a bit later in the season for Okanogan County and the county employee flu shots have gone well.
ENVIRONMENTAL HEALTH UPDATE

There have recently been changes in water and well policy from the Washington State Dept. of Ecology in the closed drainages in the Methow Valley. The changes are to the closed basin delineations, and the permitting of new well drilling within those drainages, most importantly the prohibiting of drilling new wells within them, or putting wells there to use if they have not already been in use. Because of these changes, OCPH will most likely have to change the current policy about determining water adequacy in those areas of the Methow Valley.

Jacqueline Bellinger gave the Board an update on potential changes, including allowing the use of reservoirs supplied by hauled water, in those areas only. She outlined the preliminary discussions among OCPH staff on the possible changes, and expressed staff's concerns about how to set up and implement a policy on hauled water for full-time residence. The Board then discussed the concerns, and gave their input on how OCPH might proceed with researching and developing a policy to deal with water adequacy for these closed areas.

Lauri reported that the Board may be hearing from a citizen that lives in Crumbacher regarding his neighbor's garbage.

Public Health would like to put $10,000 in the reserve fund. Andy made a motion to transfer $10,000 into the reserve fund in November, Jan May seconded and the motion carried with all in favor.

ADJOURNMENT

Andy moved to adjourn the meeting at 2:40 PM, Larry seconded and the motion carried with all in favor.

OKANOGAN COUNTY BOARD OF HEALTH

Jim DeTro, Chairman

Jill Gates, Executive Secretary, Fiscal Coordinator/HR