Okanogan County Board of Health Meeting
November 12, 2019

Board Members Present: Chris Branch, Kris Erlendsen, Jim Wright, Jim DeTro, Patricia Stanton, Mariann Williams and Andy Hover

Excused:

Staff Present: Lauri Jones, Dave Hilton, Jill Gates

Guests: See attached Register (Exhibit A)

CALL TO ORDER AND INTRODUCTIONS
Call to Order – The meeting was called to order at 1:31 PM

ADDITIONS/APPROVAL OF THE AGENDA
Lauri requested to add Resolution #2019-10 Public Health Inventory to the agenda. Mariann made a motion to approve this addition to the agenda, Andy seconded and the motion carried with all in favor. (Exhibit B)

Public Comment
No public comments were made. Chairman Jim DeTro closed the meeting to public comment.

State Auditor entrance Conference
State Auditor Traci Walker gave an overview of the auditing process and purpose. The audit for Public Health is currently in process and should be done in the next week or so.

2020 Public Health Budget Discussion
Lauri stated that we need to confirm the county contribution in order to be able to proceed with the special meeting on November 14, 2019 at 10:00 AM. After discussion, Andy stated that the county contribution would be $145,000.

Resolution #2019-08 2020 Proposed Cost of Living Allowance
After discussion by the Board, Lauri and Dave, Kris made a motion to approve resolution #2019-08 COLA, Jim Wright seconded the motion and the motion carried with the majority. Andy abstained. (Exhibit C)

Resolution #2019-10 Public Health Inventory
Lauri explained the policy in the resolution and that we needed to have an updated policy. Mariann made a motion to approve resolution #2019-10 Public Health Inventory, Andy seconded and the motion carried with all in favor. (Exhibit D)

Vehicle Discussion
Dave explained the condition of Public Health's older vehicles. He stated that we have been having break down's and the employee is then stranded. After discussion, Chris made a motion to approve the purchase of a new vehicle, Mariann seconded and the motion carried with all in favor.

ADMINISTRATIVE REPORTS / ACTIONS

Board Minutes of October 8, 2019
Jill presented the draft minutes of the October 8, 2019 meeting. After review by the Board, Chris made a motion to approve the minutes as presented, Pat seconded and the motion carried with all in favor. (Exhibit E)
October 2019 Financial Reports

October 2019 Treasurer's Reports and OCPH Cash on Hand Report
Jill presented the Treasurer's October 2019 Financial Report (Exhibit F) together with the October 2019 Cash on Hand report (Exhibit G) 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) changed to $70,000 due to a recent transfer in and the balance in the Health Officer Account (#59) remains the same at $15,000. The beginning fund balance for October 2019 was $179,951.23; the ending balance was $186,687.49.

October 2019 Vouchers and Payroll
Jill presented the October 2019 Voucher Report/Approval (Exhibit H). The voucher report/approval included a breakdown of the VISA credit card charges for the Board members' review. Mariann made a motion to approve the vouchers and payroll for October 2019 (as listed below), Chris seconded and the motion carried with all in favor.

Accounts payable vouchers #E188199 - #E188202, #E188321 - #E188326, #E188481, #E188585 - #E188855 in the amount of $9,612.17 and refunds/payments/transfers in the amount of $12,695.00 as attached & received from the Treasurer's Financial Statement for October, 2019 Payroll warrants in the amount of $76,809.71 for an aggregate total of $99,116.88 for total issue for the month of October, 2019 are approved this Tuesday, November 12th, 2019.

Community Health Update
Lauri reported that there was one overdose death in the county recently. The Tribe has contacted her and would like to have the Narcan training. She reported that flu vaccines are now available to the public for $25.00.

Environmental Health Update
Dave Hilton reported that he and his staff are working on enforcement issues. He also informed the Board that he will be out of the office later this month and a couple of weeks in December to use his annual leave.

ADJOURNMENT
The meeting adjourned at 2:46 PM.

OKANOGAN COUNTY BOARD OF HEALTH

Jim DeTro, Chairman

Jill Gates, Executive Secretary/Fiscal Coordinator/HR