Okanogan County Board of Health Meeting
October 8, 2019

Board Members Present: Chris Branch, Kris Erlandsen, Jim Wright, Jim DeTro, Patricia Stanton, Mariann Williams

Excused: Andy Hover

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 1:30 PM

ADDITIONS/APPROVAL OF THE AGENDA

Lauri requested to add another DCYF contract to the agenda. Mariann made a motion to approve this addition to the agenda, Kris 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.

Public Hearing 2020 Proposed Public Health Fee Schedule ~ Resolution #2019-06

Dave explained that we need to increase the rates by 5% across the board with the exception of fees set by the state and the agency hourly fees. Lauri reported on the cost of reissuance of the death certificates and that we need to add fees to cover the cost of reissuing death certificates due to errors from the funeral homes. She has researched this issue with other local health jurisdictions across the state and they all impose these fees. It is necessary to add these fees due to the cost associated with the errors. Lauri stated that a letter will be sent to the funeral homes in our county informing them of the new fees. Chris made a motion to approve the 2020 Proposed Public Health Fee Schedule Resolution #2019-06, Kris seconded and the motion carried with all in favor. (Exhibit C)

Public Hearing Proposed 2019 Budget Supplemental Appropriation ~ Resolution #2019-07

Jill explained that the transfer line items were missed in the 2019 original budgets so it is necessary to do a supplemental appropriation to be able to transfer funds into our reserve account. Chris made a motion to approve Resolution #2019-07, 2019 Budget Supplemental Appropriation, Mariann seconded and the motion carried with all in favor. (Exhibit D)

ADMINISTRATIVE REPORTS / ACTIONS

Board Minutes of September 10, 2019

Jill Gates presented the draft minutes of the September 10, 2019 meeting. After review by the Board, Chris made a motion to approve the minutes as presented, Mariann seconded and the motion carried with all in favor. (Exhibit E)
August 2019 Financial Reports

August 2019 Treasurer’s Reports and OCPH Cash on Hand Report
Jill Gates presented the Treasurer’s August 2019 Financial Report (Exhibit F) together with the August 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) remains the same at $60,000 and the balance in the Health Officer Account (#59) remains the same at $15,000. The beginning fund balance for August 2019 was $192,290.20; the ending balance was $209,827.37. Mariann made a motion to approve the August reports, Kris seconded and the motion with all in favor. Vouchers and payroll were approved at the September meeting.

September 2019 Financial Reports

September 2019 Treasurer’s Reports and OCPH Cash on Hand Report
Jill Gates presented the Treasurer’s September 2019 Financial Report (Exhibit H), together with the September 2019 Cash on Hand report (Exhibit I) 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 the same at $60,000 and the balance in the Health Officer Account (#59) remains the same at $15,000. The beginning fund balance for September 2019 was $209,827.37; the ending balance was $179,951.23.

September 2019 Vouchers and Payroll
Jill Gates presented the September 2019 Voucher Report/Approval (Exhibit J). 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 September 2019 (as listed below), Chris seconded and the motion carried with all in favor.

Accounts payable vouchers #E187454 - #E187459, #E187743, #E18188036 - #E188042, #E188044 - #E188054 in the amount of $31,369.76 and refunds/payments in the amount of $6,541.00 as attached & received from the Treasurer’s Financial Statement for September, 2019 Payroll warrants in the amount of $76,953.29 for an aggregate total of $114,864.05 for total issue for the month of September, 2019 are approved this Tuesday, October 8th, 2019.

DCYF Contract ~ Combined In-Home Services
Lauri Jones reported on the contract for Combined In-Home Services. Lauri explained what the type of services we offer through this contract. She reported that the contract came in late the night before and she still needs to review the entire document, but is 99% confident that nothing has changed since the prior contract but would like the chance to review it. The Board stated they would be comfortable with the Chairman signing the contract once she has time to review it in a few day. Mariann made a motion to approve the Combined In-Home Services contract at Lauri’s discretion and to approve the Chairman Jim DeTro to sign it after she reviews it. Chris seconded the motion and the motion carried with all in favor. (Exhibit K)

DCYF Contract ~ Early Intervention Program (EIP)
Lauri Jones reported that we are the only agency in the state that has the EIP contract and explained the in home services we offer through this grant. After discussion, Mariann made a motion to approve the DCYF EIP Contract, Pat seconded and the motion carried with all in favor. (Exhibit L)
Community Health Update

Lauri reported that she is still compiling the survey information on the Opioid Crisis Response Grant.

Lauri is still working with the school nurses in regards to getting all the children attending school in compliance with the new vaccine laws.

Lauri mentioned that the Governor issued an order regarding emergency rules on flavored vapor products. She reported that the Washington State Association of Local Public Health Officers is working on issuing a response with suggestions to possibly edit these proposed emergency rules.

At this point in the meeting, Pat intervened and wanted to discuss a newspaper article from the Chewelah newspaper in Stevens County; “County files suit over application of “Involuntary Treatment Act-Firearms.”

Environmental Health Update

Dave Hilton discussed the proposed changes to Chapter 246-272A WAC on On-Site Sewage Systems. He has until the 10th of October to comment on these changes and is asking if the Board would like for him to continue. He explained that the proposed changes would require our agency to inspect every sewage system within the county annually. This would require us to have to hire two full time employees to adhere to this unfunded requirement. The Board asked him to follow through with the comment period and to keep fighting the Department of Health on enforcing this act.

Public Health Officer Update

Okanogan County Public Health Officer, Dr. John McCarthy was in attendance to give an update. He explained his role in working with Dave and Lauri and working through the different health challenges that we face. He is the Health Officer to only our agency, but fills in for other counties when other health officers are unavailable. Dr. McCarthy asked the Board if they would like to see him in attendance more often and Chairman DeTro stated that he didn’t think it was necessary and we could always use technology to connect with him if needed.

Lauri mentioned that Jill is in the process of getting the 2020 budget figures in order and again stated that we are asking for $145,000 contribution from the County. She mentioned that the budget committee members from the Board are Andy Hover and Jim Wright.

ADJOURNMENT

The meeting adjourned at 2:46 PM.

OKANOGAN COUNTY BOARD OF HEALTH

Jim DeTro, Chairman

Jill Gates, Executive Secretary/Fiscal Coordinator/HR

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