Okanogan County Board of Health Meeting
March 10, 2020

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

Staff Present: Lauri Jones, Dave Hilton, Jill Gates

Excused: Kris Erlandsen

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
Andy requested to add discussion on the wage scale for Public Health. Mariann made a motion to approve the revised agenda for March 10, 2020, Chris 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.

ADMINISTRATIVE REPORTS / ACTIONS

Board Minutes of February 11, 2020
Jill presented the draft minutes of the February 11, 2020 meeting. After review by the Board, Chris made a motion to approve the minutes as presented, Andy seconded and the motion carried with all in favor. (Exhibit C)

February 2020 Financial Reports

February 2020 Treasurer’s Reports and OCPH Cash on Hand Report
Jill presented the Treasurer’s February 2020 Financial Report (Exhibit D) together with the February 2020 Cash on Hand report (Exhibit E) to show that the figures matched. Jill Gates also showed that the Treasurer’s report matches the Reserve accounts (#58 and #59). She reported that the balance in the Emergency Operating Reserve account (#58) remains the same at $70,000 and the balance in the Health Officer Account (#59) remains the same at $15,000. The beginning fund balance for February 2020 was $253,795.94; the ending balance was $225,319.64.

February 2020 Vouchers and Payroll
Jill presented the February 2020 Voucher Report/Approval (Exhibit F). Andy made a motion to approve the vouchers and payroll for February 2020 (as listed below), Mariann seconded and the motion carried with all in favor.

Accounts payable vouchers #E191448 - #E191450, #E191853 in the amount of $4,997.93 and refunds/payments/transfers in the amount of $3,290.00 as attached & received from the Treasurer’s Financial Statement for February, 2020. Payroll warrants in the amount of $80,805.59 for an aggregate total of $89,093.52 for total issue for the month of February, 2020 are approved this Tuesday, March 10th, 2020.

Andy asked if we get funds from cities in the county. Lauri stated that while they are not required to allocate funds to Public Health, there is nothing stating that they couldn’t.

DOH Consolidated Contract Amendment #10
Dave explained that we are receiving an additional $13,000 for Sanitary Survey. Lauri stated that we are receiving an additional $6,000 for Vaccine Preventable Disease Outbreak Response. Andy made a motion to approve the Chairman to sign Amendment #10, Pat seconded and the motion carried with all in favor. (Ex G)
Community Health Update
Lauri reported the following:

- Lauri reported that there is another case of Hepatitis A in the jail and she has met with the Sheriff to discuss immunizing inmates. Staff went to the jail this morning to administer vaccines.

- She reported that Shelly Short called her and stated that if we need anything in regards to COVID-19 to just let them know.

- Lauri and her staff have been very busy with phone calls from the public and other health professionals. There was a meeting on Monday regarding the emergency plan for the corona virus.

- Nashville Star organization is considering canceling the show this weekend.

- Lauri and her staff are sending a lot of information out to nursing homes, etc. Medical facilities are implementing protocol to help minimize the spread of disease.

- George Thornton from the community requested another push to the public for Everbridge.

- Public Health is advertising for a full time staff person in light of two employees retiring soon.

Environmental Health Update
Dave reported that he is canceling both the Pumper class that was scheduled for March 19th and the Installer class that was scheduled for March 26th. He and his staff will be sending out notices to let everyone know. Dave discussed the situation in Conconully with food service operations that have water systems near water lines that do not meet state requirements and is working on a solution.

Administration Wages
Andy let the Board know that he met with Lauri to discuss the salary scale for Public Health. He is recommending at this time to move forward with the Resolution previously presented to combine the working in a higher class dollar amount to the base salary for the Administrative Team to make a more cohesive pay grade.

ADJOURNMENT
The meeting adjourned at 2:21 PM.

OKANOGAN COUNTY BOARD OF HEALTH

[Signatures]

for Jim DeTro, Chairman Andy Hover, Member

Jill Gates, Executive Secretary/Fiscal Coordinator/HR

BOH MEETING MINUTES March 10, 2020