Okanogan County Board of Health Meeting
February 13, 2018

Members: James DeTro, Andy Hover, Chris Branch, Mariann Williams, James Wright and Larry Zimmerlund
Staff: Lauri Jones, Dave Hilton, Carol Bagley, Jacqueline Bellinger and Lani McKee
Guests: See attached Register

Note: The meeting was digitally recorded. A copy of the recording is available through a public records request.

CALL TO ORDER AND INTRODUCTIONS

Call to Order – Chairman Jim DeTro was running late, so Vice-Chair Mariann Williams 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 after the Additions/Changes to the Agenda item. She also requested an item concerning a presentation by Okanogan County Behavioral Health on the WISE program be added before the Public Comment/Public Hearing item. A motion was made by Andy Hover and seconded by Chris Branch to approve the agenda as amended. The motion carried and the agenda as amended was approved.

BOARD OF HEALTH ELECTED OFFICIAL POSITION

Lauri Jones introduced Janice May to the Board of Health. Ms. May told the Board that she was offering her services in the position of Elected Official on the Board. Ms. May is a member of the Brewster City Council, and has 45 years of health care experience as a Nurse Anesthetist, PA/ARNP. The Board asked her to write a letter expressing her interest in the position so that the Board could formally vote on her appointment at the next meeting.

At this point, Vice-Chair Mariann Williams turned the meeting over to Chairman Jim DeTro.

PRESENTATION BY OKANOGAN COUNTY BEHAVIORAL HEALTH

Rochelle Danielson and other staff members from Okanogan County Behavioral Healthcare gave a presentation on the Wraparound with Intensive Services (WISE) program at OCBHC, which is designed to provide comprehensive behavioral health services and support to Medicaid-eligible youth (birth through 20 years of age who have complex behavioral health needs) and their families.

PUBLIC COMMENT/PUBLIC HEARING

Chairman Jim DeTro opened the public hearing on the draft Overnight Transient Accommodation (OTA) regulation to OCPH staff. Dave Hilton reported that OCPH had received one written comment on the draft regulation, and read the comment out to the Board. He then presented the Okanogan County Public Health response to each of the concerns expressed in the written comment.

Chairman Jim DeTro closed the hearing to staff and opened the public comment. There was one comment from a member of the public from Central Reservations spoke in support of the revised regulation. No others members of the public asked to comment, and Chairman Jim DeTro closed the hearing to public comment and opened it to the Board of Health.
Andy Hover suggested changing a requirement for inspecting fire extinguishers in section 13-C from inspecting extinguishers “often” to inspecting them “annually”. The Board agreed with this minor change to the draft regulation. There was also discussion on why the Building Department needs to be involved with OTA permitting. Andy Hover made a motion to remand the draft regulation so that the change in fire extinguisher inspection frequency could be made; Chris Branch seconded the motion. The Board then had a discussion on whether the entire regulation needed to be returned to Okanogan County Public Health to make the one minor change in the wording, or if the Board could simply vote on the adoption of the OYA regulation as amended during the meeting. Chris Branch then made a motion to approve the revised OTA regulation with the proposed change to section 13-C. Andy Hover seconded the motion. The motion carried, and the Board of Health adopted the OTA Regulation as amended.

Chairman Jim DeTro then closed the public hearing on the draft OTA regulation, and opened the meeting to general public comment on any other topic. No members of the public present at the meeting asked to comment, and Chairman DeTro then closed the meeting to public comment.

**ADMINISTRATIVE ISSUES**

**Draft Board Minutes of January 9, 2018**

Lauri Jones presented the draft minutes of the January 9, 2018 meeting. Larry Zimmerlund pointed out that a reference to the "Universal Building Code" was incorrect and needed to be changed to the "International Building Code". Andy Hover moved to approve the January 9, 2018 meeting minutes as amended. The motion was seconded by Chris Branch. The motion carried, and the January 9, 2018 Board of Health meeting minutes were approved as amended.

**January 2018 Financial Reports**

*January 2018 Treasurer’s Reports and OCPH Cash on Hand Report*

Lauri Jones and Carol Bagley presented the Treasurer’s January 2018 Financial Report together with the 2018 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 January 2018 was $93,823.24; the ending balance was $198,313.22.

*January 2018 Vouchers and Payroll*

The next report for review was the January 2018 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 Mariann Williams and seconded by Larry Zimmerlund to approve the financial reports for January 2018. The motion carried, and the Treasurer’s report and Cash on Hand reports for January 2018 and the January 2018 Voucher and Payroll report were approved.

Accounts payable vouchers #E172103-#E172105, #E172552-#172566 in the amount of $10,417.35 refunds/payments in the amount of $3,110.00 and Payroll warrants **as attached & received from the Treasurer’s Financial Statement for January, 2018** in the amount of $70,099.84 for an aggregate total of $83,577.19 for total issue for the month of January, 2018 are approved this Tuesday, February 13th, 2018.

**CHI Contract**

Lauri Jones presented to the Board on the new Community Health Improvement contract from the Accountable Communities of Health and described the scope of work to the Board. Note: The contract had already been signed, and the presentation was for the information of the Board members.
Health Officer Contract

Lauri Jones presented a letter from Okanogan County’s Health Officer, Dr. John McCarthy. In it, Dr. McCarthy proposed cutting his regular contracted hours from 12 hours per month to 8 hours per month, and his contract pay from $1200 per month to $850 per month. He also requested that the clause for “reimburse travel expenses” be changed to “budget up to $1000 for travel expenses”. He stated that the changes more accurately represented the actual demands of the job, and expressed his confidence that the Okanogan County Public Health staff would continue to make the reduced hours possible for him. Andy Hover made a motion to approve the new Health Officer contract; Chris Branch seconded the motion. The motion carried, and the new Health Officer contract was approved for signature by the Board.

2001 Dodge Stratus – Surplus

Dave Hilton requested permission from the Board to surplus out the agency’s 2001 Dodge Stratus. He reported the vehicles mileage and current condition (it needs a brake job) and asked permission to advertise the vehicle at $800. Mariann Williams made a motion to allow the surplus of the Dodge Stratus; Andy Hover seconded the motion. The motion carried and the Board gave permission to surplus the vehicle.

Board of Health Resolution 2018-2

Dave Hilton and Lauri Jones then presented Board of Health Resolution 2018-2, which authorized the surplus and disposal of a variety of outdated computer equipment that is incompatible with the current County and Health District systems. After discussion, Andy Hover made a motion to approve Resolution 2018-2 and surplus the outdated computer equipment; Mariann Williams seconded the motion. The motion carried and Resolution 2018-2 was approved by the Board.

COMMUNITY HEALTH UPDATE

Lauri Jones presented the Community Health update. She gave a report on the current state of influenza in the County and state, and reported on the Family Health Centers Board retreat. She also spoke on the opioid addiction problems in the County.

ENVIRONMENTAL HEALTH UPDATE

Dave Hilton gave the Environmental Health Update. He reported that the advertisement for an Environmental Technologist/Specialist position was about to be advertised. Lauri Jones informed the Board that OCPH had received several applications for the Financial Coordinator position, and that interviews for the position would start on February 21, 2018.

ADJOURNMENT

There being no other business to address at this meeting, Chairman Jim DeTro adjourned the meeting.