Okanogan County Board of Health Meeting  
July 10, 2018

Board Members Present: Chris Branch, Janice May (on phone), Jim Wright, Mariann Williams and Jim DeTro.

Excused: Larry Zimmerman, Andy Hover

Staff Present: Dave Hilton, Jill Gates and Laura Jones

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

No additions or changes were made to the agenda. Chris made a motion to approve the agenda as presented, Mariann seconded. The motion carried with all in favor. (Exhibit B)

PUBLIC COMMENT

There was one community member in attendance who declined to make a comment.

Chairman Jim DeTro closed the meeting to public comment.

ADMINISTRATIVE REPORTS / ACTIONS

Draft Board Minutes of June 12, 2018

Lauri Jones presented the draft minutes of the June 12, 2018 meeting. After review by the Board, Mariann moved to approve the June 12, 2018 meeting minutes as corrected. The motion was seconded by Chris. The motion carried with all in favor, and the June 12, 2018 Board of Health meeting minutes were approved as corrected. (Exhibit C)

Vehicle Status

Dave Hilton gave an update on the agency’s vehicle status. The agency was able to obtain financing for 2 vehicles through Chrysler Credit and intends to pay one off quickly. This will have established credit for the agency to be able to purchase vehicles in the future.

June 2018 Financial Reports

June 2018 Treasurer’s Reports and OCPH Cash on Hand Report

Jill Gates presented the Treasurer’s June 2018 Financial Report (Exhibit D) together with the June 2018 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). They reported that the balance in the Emergency Operating Reserve account (#58) 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 June 2018 was $164,880.08; the ending balance was $157,058.69.
June 2018 Vouchers and Payroll

Jill Gates presented the June 2018 Payroll and Voucher report (Exhibit F). The voucher reports 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 June 2018, Chris seconded the motion and the motion carried with all in favor.

Accounts payable vouchers #E175683 - #E175690, #E176351, #E176401 - #E176402, in the amount of $20,834.20 refunds/payments in the amount of $3,532.00 and Payroll warrants as attached & received from the Treasurer’s Financial Statement for June, 2018 in the amount of $87,384.79 for an aggregate total of $111,750.99 for total issue for the month of June, 2018 are approved this Tuesday, June 8th, 2018. (Group Exhibit G)

Chris inquired about the reserve account #59. Lauri explained that this is for the Health Officer account. She gave an example of the county having an outbreak of measles. Those funds are available for that purpose.

Contract Amendment

Lauri presented the Board with a contract amendment for the 2018-2020 Consolidated Contract with the Department of Health which shows an increase of $69,200 for the FPHS Communicable Disease and Support Capabilities; OICP Promotion of Immunizations to Improve Vaccination Rates; and Office of Drinking Water Group A & B Program portions of the contract.

Mariann made a motion to accept Amendment #2 as described above, Chris seconded the motion and the motion carried with all in favor. (Exhibit H)

Public Records/Social Media

Lauri gave an update to the Board that Public Health is working on a public records policy and procedures and will be appointing a new Public Records Officer. She also mentioned that we are looking into a social media policy.

COMMUNITY HEALTH UPDATE

Lauri reported on a measles outbreak on the west side in Snohomish and Clark counties, and another case of 14 dead bats on a community member’s roof who wanted to have the bats tested. Since we don’t test bats without a human exposure, she referred them to other agencies.

Behavioral Health is checking into having a chemical dependency employee here in the Public Health office on Fridays.

Lauri reported that the yearend emergency preparedness report has been completed and turned in.

Lauri reported that Public Health has the opportunity to be a pilot for a national texting platform, 896-211 text “opioid”. The program will involve an outreach worker in the community, until the contract ends December 31, 2018. Lauri wrote a letter of support and partnered with Community Choice to get this program in motion, and we will be contracting for those outreach services through the NCACH and WIN-211.

The Community Health staff have been very busy with various duties.

ENVIRONMENTAL HEALTH UPDATE
Dave updated the Board on the recent complaint issue of local orchards bringing in truckloads of chicken poop from Canada. He made some inquiries at the border and they have emailed him stating that the Department of Agriculture will be inspecting the trucks at the border.

Dave stated that the UW Intern is doing really well and learning a lot.

The Environmental staff have been very busy.

**ADJOURNMENT**

With there being no other business to address at this meeting, Chris moved to adjourn the meeting at 2:00 PM, Mariann seconded and the motion carried with all in favor.

OKANOGAN COUNTY BOARD OF HEALTH

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Jim DeTro, Chairman

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Jill Gates, Executive Secretary, Fiscal Coordinator/HR

BOH MEETING MINUTES July 10, 2018