

**BOARD OF HEALTH****November 8, 2017****7:00 PM**

The meeting was called to order at 7:00 pm by Mr. Massa with the following members and staff present:

**MEMBERS**

Tony Massa – Warden

Carol Nordine – EC, CC, GC, HtlIn

John Glassco – SL, Krupp, WC

Tom Harris – Quincy

Tom Taylor – Commissioner

Cindy Carter – Commissioner

Richard Stevens – Commissioner

Mark Wanke – Ephrata

Dr. David Curnel - Moses Lake

**STAFF**

Theresa Adkinson – Administrator

Virginia Valdez – Admin. Services Manager

Kathleen Nelson – Community Public Health Manager

Cory Franks – Chief Financial Officer

Dr. Alex Brzezny – Health Officer

Jon Ness – E.H. Manager

**ABSENT**

Anna Franz – H.D. Attorney

Katherine Kenison – H.D. Attorney

**GUESTS**

None

**ADOPTION OF AGENDA**– A motion was made to approve the agenda as presented (M/S Taylor/Curnel - unanimous).

**APPROVAL OF MINUTES** - The minutes of the October 11, 2017 meeting were approved as written (M/S Taylor/Stevens - unanimous).

**APPROVAL OF VOUCHERS**

The vouchers for the period ending November 7, 2017 totaling \$180,665.88 (#1 - #3 totaling \$115,303.52 and #4 - #24 totaling \$7,245.74 and #25 - #45 totaling \$19,968.28 and #46-#61 totaling \$38,148.34) were approved (M/S Carter/Curnel– unanimous).

**PUBLIC FORUM FOR CITIZEN’S COMMENTS AND APPLICATIONS** – None

**ENVIRONMENTAL HEALTH REPORT** – Jon Ness

**Fee Ordinance 17-2** – Jon spoke about fee ordinance 17-2 that is based off a consumer price index. The Board approved a fee ordinance a couple of years ago and the Grant County Health District is requesting that the Board approve a new fee ordinance. Open to public comment, no comment was made. A motion was made to close public comment (M/S Stevens/Curnel-unanimous). Board reviewed the proposed fee ordinance and made a motion to approve (M/S Carter/Taylor-unanimous). Fee ordinance 17-2 adopted.

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**Nitrates** – Jon reached out to Chelan/Douglas county, at the Board’s request, in regard to nitrates and property titles. Chelan/Douglas reported having no push back from the community regarding recording nitrate levels on property titles. The Board discussed the proposal, and, they ultimately agreed it would be beneficial to keep current practice the same. The Board felt that it is sufficient enough to provide educational information about nitrates and harmful levels to homeowners. Jon prepared a proposed policy for the Board to review that solidifies GCHD’s current practice regarding nitrates. The Board unanimously agreed to keep current practice the same. Dr. Brzezny added that there have not been any cases of blue baby syndrome in the area within the last decade. It is a rare condition.

**Other Updates** – Interviews for vacant Environmental Health Specialist position are currently being conducted. GCHD anticipates this person to start in early December. Jon spoke about the current challenges for EH staff, including overall experience level is low. It also takes a lot of time and money to train new staff members. It often takes staff up to a year to become comfortable in their new role.

### **COMMUNITY HEALTH REPORT** – Kathleen Nelson

**Community Public Health Intern** – Kathleen spoke about Sandra, a Heritage University intern, who has been interning at the GCHD. This experience has been valuable for the student and allows GCHD to educate others about the importance of public health. Kathleen has since been asked to serve as a Board member for the Nursing Advising Board at Heritage University which Kathleen has since accepted. Kathleen spoke about scholarships that are available to students and offered any help to students that are looking for a career in Nursing and Public Health.

**Other Updates** – Kathleen spoke briefly about November being Diabetes Awareness month. Kathleen stated that there are resources and classes available to those in our community.

### **ASSESSMENT REPORT** – None

### **ADMINISTRATORS REPORT** – Theresa Adkinson

**Organizational Update and Staff Changes** – Theresa spoke about the hiring of two new Public Health Associates that will be starting in approximately two weeks. They will be working in the front office providing customer service to the public. With many transitions, there has been quite a bit of juggling and the need for senior staff to jump in and train new staff.

**Budget Update** – Theresa gave a presentation to the Board on the proposed 2018 budget. Theresa spoke to the Board about budget restrictions and loss of revenue during 2017 which could be explained by loss of tenured staff members, mumps response, and grant dollars that were not able to be spent. Theresa spoke about how the fee increases would help support some of the funding. Theresa also spoke about funding sources and how this would sustain the agency.

**2018 Draft Budget Proposal** - It was proposed by Theresa to the Board, to approve a COLA and make necessary changes to the non-exempt staff salary matrix. The agency has lost staff due to higher pay at other agencies. Theresa suggested that it would be beneficial to increase salaries and approve the proposed 2 percent COLA. It was also suggested that the agency implement longevity pay to help with staff retention.

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**Employee Handbook** - Updates to the employee handbook were also suggested including changing annual vacation dump hours to a monthly vacation accrual system.

The proposed 2018 budget, Ordinance 17-3, was amended (M/S Wanke/Curnel-unanimous) at the meeting and set for voting on December 13<sup>th</sup> Board of Health meeting.

**Other Updates** – None.

**HEALTH OFFICER REPORT** – Dr. Brzezny

**Pertussis Update** – Dr. Brzezny reported that there have been 81 cases since the beginning of October. There has been significant spacing of reported cases and it seems there is a trend towards reduction.

**Influenza Update**– There has been a trickling of influenza cases from 3-6 a week which rises to the state level. Influenza A is serious and can cause an epidemic because it can spread easily and quickly.

**Other Updates** – Dr. Brzezny spoke about an increase in Hep A cases in the Western U.S. with prevalence in populations such as homeless, homosexual, and drug users. There have been 536 cases in San Diego alone and 20 deaths nationwide. There is an increase in Hep C cases in pregnant women; however, there are new treatments available. Medicare has recommended testing for people between the ages of 65-75.

**OTHER BUSINESS:** None.

**ADJOURNMENT**

With no other business, a motion was made to adjourn the meeting at 8:40pm. (M/S Stevens/Wanke - unanimous).

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Tony Massa, Chairman Board of Health

ATTEST:

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Virginia Valdez  
Clerk of the Board