

BOARD OF HEALTH

December 14, 2022

6:03 PM

The meeting was called to order in person and via Zoom at 6:00 pm by Mr. Harris with the following members and staff present:

MEMBERS

Danny Stone-Commissioner (In Person)
Stan Fuhriman—Stakeholder Rep (In Person)
Deanna Martinez – Cities/Towns (Zoom)
Tom Harris – Cities/Towns (In Person)

Dr. Alison Ball—Tribal Rep (Zoom)
Sheila Berschauer—Healthcare Rep (Zoom)
Cindy Carter-Commissioner (Zoom)

STAFF

Theresa Adkinson – Administrator
Laina Mitchell – I & R Manager
Stephanie Shopbell – EH Manager
Lexi Smith – Communication Coordinator

Katherine Kenison – H.D. Attorney
Dr. Brzezny – Health Officer (Zoom)
Maria Vargas – HCF Manager (Zoom)

ABSENT

Nokey Pando—Consumer of PH (Zoom)

Darcy Moss, Finance Services

ADOPTION OF THE AGENDA – A motion was made to approve the agenda with the amendment that #7 is now Employee Spotlight (M/S Fuhriman/Stone – unanimous).

APPROVAL OF MINUTES – The minutes of the November 9, 2022 meeting were approved as written (M/S Berschauer/Martinez – unanimous).

APPROVAL OF VOUCHERS—The November vouchers for the period ending December 13, 2022 totaling \$340,671.27 (#1-#3 totaling \$221,542.78, #4-#7 totaling \$1,012.46, #8-#18 totaling \$9,897.61 #19-#25 totaling \$15,386.81 #26-#42 totaling \$73,979.28 and #43-#48 totaling \$18,852.33) were approved (M/S Berschauer/Fuhriman – unanimous).

PUBLIC FORUM FOR CITIZEN’S COMMENTS AND APPLICATIONS –

None

GCHD Staff Spotlights—Lexi Smith

Lexi presented a video highlighting work being done within GCHD, discussion held.

ENVIRONMENTAL HEALTH – Stephanie Shopbell

Ordinance 22-07, Relating to Food Service Sanitation—Proposed—Stephanie explained changes to the board, discussion held, and motion made to hold public hearing at January 11, 2023 BOH meeting. (M/S Martinez/Berschauer - unanimous).

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Onsite Septic Program-Transition Plan—Stephanie explained to the board that Daniel Wilson will be retiring at the end of January 2023 after 30 years of service and Amanda Ringer will be transitioning into his role.

Other Updates— A summary of activities available in SharePoint.

HEALTHY COMMUNITIES AND FAMILIES (HCF) REPORT – Maria Vargas

GCHD Outreach Team—Maria gave an update to the board on the work being done, discussion held.

Other Updates—Maria gave an update on new staff in the HCF division.

Maria will give an update to the board on United for Ukraine at the next board meeting, data is currently being collected.

INVESTIGATIONS AND RESPONSE (I&R) REPORT – Laina Mitchell

Local Tamiflu Availability—There has been an increase in respirator illness throughout Grant County and WA State. The availability of Tamiflu is limited and GCHD was able to help a local LTC get Tamiflu for their residents.

Influenza Activity & Response—update given to board; graph shown, and discussion held.

Expansion of Sexually Transmitted Infections (STI) Case Investigations at GCHD—GCHD has started in house training which will allow the ability to do investigations at GCHD rather than sending to DOH.

Grant County COVID-19 After Action Review—DOH is requiring an After-Action Report (AAR) and GCHD is starting that review process.

Other Updates – None

ADMINISTRATOR'S REPORT -Theresa Adkinson

Financials—Report is on SharePoint; discussion held.

Board of Health Seats #4 & #6 Recommendations to BOCC—Deanna Martinez is currently holding seat #4 and was recommended and approved by the BOCC. Nokey Pando is currently holding seat #6 and it is recommendation of Theresa Adkinson to keep Nokey as seat #6 since he just recently became a part of the board. Motion made to recommend Nokey Pando as Seat #6 to BOCC (M/S Berschauer/Martinez – unanimous). Commissioners Carter and Stone abstained from voting.

Accounting Services Contract-CLA—discussion held regarding CLA contract fees; motion made to authorize the Administrator to sign the 2023 CLA Statement of Work (M/S Stone/Berschauer – unanimous).

Final 2023 Budget for Adoption—Discussion held regarding budget.

Ordinance 22-06 2023 Budget Amendment Public Hearing - The meeting was opened for public hearing; hearing no comments the public hearing was closed. (M/S Stone/Martinez – unanimous).

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Ordinance 22-06 2023 Budget Amendment Adoption - Motion was made to approve Ordinance 22-06 2023 Budget Amendment (M/S Berschauer/Martinez – unanimous).

2023 Employee Handbook & Salary Matrix Approval—Theresa explained the verbiage changes in the Employee Handbook and the new salary matrix. Motion made to approve the 2023 Salary Matrix (Berschauer/Martinez – unanimous). Theresa requested an effective date of December 25, 2022 to align with the county payroll schedule. Motion made to approve effective date of December 25, 2022 (M/S Martinez/Berschauer – unanimous).

Theresa explained the verbiage changes in the Employee Handbook; discussion held. Motion made to adopt the 2023 Employee Handbook (M/S Stone/Fuhriman – unanimous).

Other Updates-GCHD celebrates 55 years—The Grant County Health District turned 55.

HEALTH OFFICER’S REPORT – Dr. Brzezny

Communicable Disease Epi Report—Included in PowerPoint.

Respiratory Pathogens Review—Included in PowerPoint.

Healthcare Surge Capacity—Included in PowerPoint.

Other Updates—None.

OTHER BUSINESS—None

ADJOURNMENT—With no other business, a motion was made to adjourn the meeting at 7:43 p.m. (M/S Berschauer/Martinez – unanimous).

Tom Harris, Chairman Board of Health

ATTEST:

Rita Morfin, Board Clerk