

BOARD OF HEALTH

June 14, 2023

6:00 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

Sheila Berschauer—Healthcare Rep (Zoom)

Cindy Carter – Commissioner (Zoom)

Matt Paluch—Stakeholder Rep Alternate (In Person)

Nokey Pando—Consumer of PH (Zoom)

Tom Harris – Cities/Towns (Zoom)

Rob Jones – Commissioner Alternate (In Person)

Dr. Alison Ball—Tribal Rep (Zoom)

Deanna Martinez – Cities/Towns (Zoom)

STAFF

Theresa Adkinson – Administrator (Zoom)

Laina Mitchell – I & R Manager (Zoom)

Stephanie Shopbell – EH Manager (Zoom)

Darcy Moss, Finance Services (In Person)

Katherine Kenison – H.D. Attorney (Zoom)

Dr. Brzezny – Health Officer (Zoom)

Maria Vargas – HCF Manager (Zoom)

Rita Morfin (In Person)

ABSENT

Danny Stone – Commissioner

Lexi Smith – Communication Coordinator

Stan Fuhriman - Stakeholder Rep

ADOPTION OF THE AGENDA – A motion was made to approve the agenda (M/S Martinez/Jones – unanimous).

APPROVAL OF MINUTES – The minutes of the May 10, 2023 meeting were approved as written (M/S Paluch/Martinez – unanimous).

APPROVAL OF VOUCHERS—The May vouchers for the period ending June 13, 2023 totaling \$381,309.31 (#1 - #3 totaling \$235,929.87, #4 - #15 totaling \$17,227.80, #16 - #33 totaling \$8,060.69, #34 - #39 totaling \$2,842.69, #40 - #69 totaling \$101,339.57, and #70 - #83 totaling \$15,908.69) were approved (M/S Berschauer/Carter – unanimous).

PUBLIC FORUM FOR CITIZEN’S COMMENTS AND APPLICATIONS –

None

ENVIRONMENTAL HEALTH – Stephanie Shopbell

Ordinance 23-02, GCHD Fee Schedule Public Hearing—The public hearing was opened for comment on Ordinance 23-01. Hearing no comments, the hearing was closed (M/S Carter/Martinez - unanimous).

Adoption of Ordinance 23-02, GCHD Fee Schedule —Motion made to approve Ordinance 23-02, Relating to GCHD Fee Schedule (M/S Carter/Martinez – unanimous).

FreeDoc-Scan Project Request—Update to board including price estimate to complete project; discussion held. Theresa discussed in length the process of funding and paying for the project.

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Motion made to authorize GCHD Administrator to enter into agreement for Phase 1 of the OSS scanning project at an estimated cost of \$359,992 (M/S Berschauer/Martinez – unanimous).

Mobile Food Unit Permitting at Temporary Events—Update to board regarding mobile units at temporary food events and the requirement of L&I insignia. Stephanie is looking for guidance from the board on enforcement if mobile units do not have the L&I insignia; discussion held at great length. Motion made that GCHD is authorized to issue a temporary food event permit based upon an L&I insignia application. All vendors that are granted the permit under this authorization shall have an L&I insignia by August 31, 2024. GCHD staff will report back to the board in early 2024 for the board to reassess (M/S Berschauer/Jones – unanimous).

Other Updates—All other reports are on SharePoint.

HEALTHY COMMUNITIES AND FAMILIES (HCF) REPORT – Maria Vargas

Program Updates—Program updates are on SharePoint; no questions.

Other Updates—None.

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

Program Updates—Laina gave an update to board; discussion held.

Other Updates—None.

ADMINISTRATOR'S REPORT -Theresa Adkinson

Financials—Report is on SharePoint, no questions.

Enduris Renewal—Theresa introduced Shane Heston, Trask Insurance, to the board. Shane discussed with the board the reasoning for the increase in insurance rate and understands the board's concern and desire to seek bids from other insurance companies. His recommendation to the board is to write a letter to Enduris expressing concerns.

Laptop Purchase Request—Theresa presented a purchase request for new laptops; explained the need and discussion was held. Motion made to authorize the GCHD Administrator to purchase 16 Dell Laptops and docking stations for \$30,723.20 plus tax and shipping under the current Nuvodia Master Service Agreement with GCHD.

Vehicle Purchase Request—Theresa presented bids for vehicle purchase to the board; discussion held. Motion made to authorize the GCHD Administrator to purchase the 2023 Toyota Camry Bud Clary-Moses Lake Dealership at the cost of \$32,301 (M/S Berschauer/Martinez – unanimous).

Interlocal Agreement with NCW LHJ's—NCW LHJ Agreement is in packet for review, update to board.

Foundational Public Health Services Funding Update—Update to board including breakdown of funds. Theresa will have a workplan to the board in August for approval and a budget amendment to board in September 2023.

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Other Updates—Theresa advised the board that her term as president of WSALPHO has come to an end. GCHD is currently fully staffed.

Theresa will have a discussion in August with the board regarding office hours. GCHD is currently gathering data and exploring shortened workdays on Fridays.

Leadership development update given to board.

HEALTH OFFICER’S REPORT – Dr. Brzezny

Notifiable Conditions Update—Included in PowerPoint; discussion held.

COVID Pandemic Update—Included in PowerPoint.

Tuberculosis Update—Included in PowerPoint.

Changing Climate and Public Health—Included in PowerPoint.

Other Updates—None

OTHER BUSINESS—None

ADJOURNMENT—With no other business, a motion was made to adjourn the meeting at 8:12 p.m. (M/S Berschauer/Martinez – unanimous).

Tom Harris, Chairman Board of Health

ATTEST:

Rita Morfin, Board Clerk