

**BOARD OF HEALTH**

December 13, 2023

6:00 PM

The meeting was called to order in person and via Zoom at 6:01 pm by Mr. Harris with the following members and staff present:

**MEMBERS**

Tom Harris – Cities/Towns (In Person)

Stan Fuhriman - Stakeholder Rep (In Person)

Nokey Pando—Consumer of PH (Zoom)

Dr. Alison Ball—Tribal Rep (Zoom)

Sheila Berschauer—Healthcare Rep (Zoom)

Danny Stone – Commissioner (In Person)

Cindy Carter – Commissioner (Zoom)

**STAFF**

Theresa Adkinson – Administrator (Zoom)

Stephanie Shopbell – EH Manager (In Person)

Dr. Brzezny – Health Officer (Zoom)

Maria Vargas – HCF Manager (In Person)

Lexi Smith – Communication Coordinator (In Person)

Katherine Kenison – H.D. Attorney (Zoom)

Amber McCoy – CD &amp; Epi Facilitator (In Person)

Darcy Moss – Finance Services (In Person)

Rita Morfin – Board Clerk (In Person)

**ABSENT**

Deanna Martinez – Cities/Towns

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

**APPROVAL OF MINUTES** – The minutes of the November 8, 2023 meeting were approved as written (M/S Berschauer/Fuhriman – unanimous).

**APPROVAL OF VOUCHERS**—The November vouchers for the period ending December 12, 2023 totaling \$334,436.39 (#1–#3 \$220,073.65, #4–#19 \$21,306.50, #20–#26 \$11,542.91, #27–36 \$29,313.77, and #37–55 \$52,199.56) were approved (M/S Carter/Fuhriman – unanimous).

**PUBLIC FORUM FOR CITIZEN’S COMMENTS AND APPLICATIONS** –

None

**ENVIRONMENTAL HEALTH** – Stephanie Shopbell

**Public Hearing Ordinance 23-06 Group B Public Water Systems**—Stephanie gave overview of change to board.

Motion was made to open the public hearing for Ordinance 23-06 M/S (Berschauer/Fuhriman – unanimous) hearing no comment, a motion was made to close the public hearing M/S (Stone/Fuhriman – unanimous).

**Ordinance 23-06 Group B Public Water Systems**—Motion was made to approve Ordinance 23-06, Group B Public Water Systems M/S (Berschauer/Fuhriman – unanimous).

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**2024 Permit Renewals**—Update given to board, no questions.

**Other Updates**—All other updates are on SharePoint.

**HEALTHY COMMUNITIES AND FAMILIES (HCF) REPORT** – Maria Vargas

**Program Updates**—Update given to board, highlighted the Care Connected Program, SafeKids Program, and Youth Cannabis & Commercial Tobacco Prevention Program; discussion held.

**Other Updates**—Reports on SharePoint.

**INVESTIGATIONS AND RESPONSE (I&R) REPORT** – Amber McCoy

**Program Updates**—Update given to the board on current STI, CD numbers and EH Epi cases; discussion held.

**Other Updates**—None

**ADMINISTRATOR’S REPORT** – Theresa Adkinson

**2024-2025 Board of Health Seat Appointments & Thank you to Outgoing Member**—Theresa thanked Stan for his service on the board. Informed the board that the following seats have been presented and accepted by the BOCC:

Matt Paluch-Seat #7 Community Stakeholder

Tom Harris, Quincy-Seat #3 City/Town Elected Official

Sheila Berschauer-Seat #5 Healthcare Facility, Healthcare Provider or Public Health

**Financials & Invoices for Approval**—On SharePoint; discussion held.

Theresa presented the Smarsh Invoice in the amount of \$12,338.43 and the CanAm Tech Invoice in the amount of \$16,845.36 to the board for approval; discussion held.

Motion was made for approval to pay the annual invoices for Smarsh & CanAm Technologies (M/S Stone/Fuhriman – unanimous).

**City Interlocal Agreements**—GCHD has received signed agreements from the City of Moses Lake and Ephrata, both have committed to \$3 per resident. Coulee City has reached out and asked for a visit from Theresa, she will be making those plans after the new year.

**2024 Final Budget**—Updates were given to the board; discussion held.

**Public Hearing for Ordinance 23-05 2024 Grant County Health District Budget**—Motion was made to open the public hearing for Ordinance 23-05 M/S (Berschauer/Carter – unanimous) hearing no comment, a motion was made to close the public hearing M/S (Stone/Carter – unanimous).

**Ordinance 23-05 2024 Grant County Health District Budget**—Motion was made to approve Ordinance 23-05, 2024 Grant County Health District Budget M/S (Fuhriman/Stone – unanimous).

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**2024 Salary Matrix Approval & Effective Date**—An updated salary Matrix that included a 4% COLA for Exempt and Non-Exempt Staff was presented to the board for adoption with an effective date of December 23, 2023; discussion held.

Motion was made to adopt the 2024 Salary Matrix with an effective date of December 23, 2023 M/S (Berschauer/Ball – unanimous).

**2024 Employee Handbook**—The 2024 Employee Handbook with track changes, to include the new Employee Giving Program section, was presented to the board for review and adoption.

Motion made to adopt the 2024 Employee Handbook M/S (Berschauer/Stone – unanimous).

**Other Updates – Community Health Assessment Update**—Theresa and Diane will be bringing monthly highlights to share with the public/community members.

**HEALTH OFFICER’S REPORT** – Dr. Brzezny

**Communicable Diseases Epidemiology Update & Discussion**—Presented update to board; discussion held.

**Respiratory Season Update**--Included in update; discussion held.

**Other Updates**—There has been discussion with Dr. Brzezny and the Chief Medical Officer regarding the 2021 TB outbreak that has been linked to correctional facilities in WA State; discussion held.

**OTHER BUSINESS**—Tom thanked the BOCC for appointment, he advised the board that he will miss the January 10, 2024 BOH meeting due to another meeting. Tom thanked Stan for his service to the board.

**ADJOURNMENT**—With no other business, a motion was made to adjourn the meeting at 7:29 p.m. (M/S Fuhriman/Berschauer – unanimous).

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Tom Harris, Chairman Board of Health

ATTEST:

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Rita Morfin, Board Clerk