

**BOARD OF HEALTH****March 13, 2024****6: 30 PM**

The meeting was called to order in person and via Zoom at 6:33 pm by Mr. Harris with the following members and staff present:

**MEMBERS**

Deanna Martinez – Cities/Towns (Zoom)  
Matt Paluch - Stakeholder Rep (In Person)  
Cindy Carter – Commissioner (Zoom)

Sheila Berschauer—Healthcare Rep (Zoom)  
Danny Stone – Commissioner (In Person)  
Tom Harris- Cities/Towns (In Person)

**STAFF**

Theresa Adkinson – Administrator (Zoom)  
Stephanie Shopbell – EH Manager (In Person)  
Dr. Brzezny – Health Officer (Zoom)  
Maria Vargas – HCF Manager (In Person)

Katherine Kenison – H.D. Attorney (Zoom)  
Amber McCoy – CD & Epi Facilitator (In Person)  
Darcy Moss – Finance Services (In Person)  
Josie Hernandez-Board Clerk Backup (In Person)

**ABSENT**

Dr. Alison Ball, Tribal Rep  
Nokey Pando, Consumer of PH

Rita Morfin, Board Clerk

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

**APPROVAL OF MINUTES** – The minutes of the February 14, 2024, meeting minutes were approved as written (M/S Stone/Paluch).

**APPROVAL OF VOUCHERS**—The February vouchers for the period ending March 12, 2024, totaling \$287,387.05 (#1-#3 (\$225,255.73), #4-#11 (\$9,107.55), #12-#24 (\$16,139.86), #25-#36 (\$18,795.66), and #37-50 (\$18,088.25) were approved (M/S Berschauer/Paluch – unanimous).

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

None

**PRESENTATION OF THE 2024 SPITTOON AWARD-QUINCY COMMUNITY HEALTH-**

2024 Spittoon Award presented by Healthy Communities (TB) Manager to Quincy Community Health Center. Dr. Brzezny gave sentiments of gratitude to QCHC for their work in preventing Tuberculosis.

**ENVIRONMENTAL HEALTH** – Stephanie Shopbell

**OSS Rule Revision update-** State DOH to release a clean copy soon. Discussion held.

**Program Updates-** Update given to board; No questions.

**Other Updates-** Can be found on SharePoint.

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

**Program Updates**—Update given to board; Discussion held.

**Other Updates**—Can be found on SharePoint.

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

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

**Other Updates**-None.

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

**EPI Update**- Update given to board; No questions.

**Respiratory Season**—Update given to board; Discussion held.

**New Respiratory Virus Guidance**- Shared CDC guidance with board. No questions.

**Sexually Transmitted Infections**- Update given to board; no questions.

**Other Updates**—None.

### **ADMINISTRATOR’S REPORT** – Theresa Adkinson

**Financial Statements**—On SharePoint; No questions.

**Resolution 24-01 Credit Card (2) Limit Request**- Authorize GCHD to increase the Washington Trust Bank credit cards’ (2) limits from \$15,000 to \$20,000. (M/S Berschauer/Paluch).

**Alternate BOH Seat for Cities & Towns Representative**- County Commissioners approved the appointment of Judy Madewell (recommendation made by AGCCT). No questions.

**Update to BOH Resolution to Establish Procedures for Conducting the Business of the Grant County Health District**- Theresa looking to update BOH procedures, reviewing calendar dates, discussion on board structure for future meetings. Recommendations made by the board for resolution amendments. Theresa to present a new resolution for board adoption at the next meeting; Discussion held.

4.11 Amendment suggestion- Listing all staff reports together rather than categorizing by department on Agenda; Discussion held.

4.12 Public comment- update verbiage to fit public attendee online; time limit for public comment; Discussion held.

The Board would like to see more reports available to the public for awareness- would like to see something added to the resolution.

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**GCHD Procurement Policy-** Motion to adopt the GCHD Contracting and Bidding Policy as presented; Discussion held, and board asked to present it at next month’s meeting for approval giving them more time to review.

**Other Updates—** Motion made for a permanent time change for future BOH meetings from 6pm to 6:30pm. (M/S -Paluch/Stone)

Updated OrgChart- Visual OrgChart with photos created by our PIO to be put on our new orientation SharePoint.

**OTHER BUSINESS**—None.

**ADJOURNMENT**—With no other business, a motion was made to adjourn the meeting at 8:41 p.m. (M/S Stone/Paluch)

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Tom Harris, Chairman Board of Health

ATTEST:

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Josie Hernandez, Board Clerk Alternate