



Asotin County Public Health District

102 1st Street - P.O. Box 306 - Asotin, Washington 99402

Office: (509) 243-3344 - Fax: (509) 243-3345

www.AsotinCountyPublicHealth.org

Asotin County Local Board of Health Meeting March 27, 2023 at 1:00 PM

Present: Skate Pierce (Chair), Chuck Whitman (Vice Chair), Dan Button, Lori Loseth, Lisa Barnes

Absent: Brendan Johnson

ACHD Staff: Administrator Brady Woodbury, Internal Fiscal Administrator Margaret Burch, CLA Sarah Croskey, ACHD Staff - Lora Gittins, Collin Jurries

Public: RJ Gittins (Boy Scout)

The regular Board Meeting was called to order by **Chuck Whitman** at 1:00PM

Public Comment:

Topic	Discussion	Action
Public Comment		
Minutes Approval		
Approval of the 01-30-2023 BOH Meeting Minutes	<p>Lisa Barnes Moved to approve January 30, 2023 the Regularly Scheduled BOH Meeting Minutes as submitted. Meeting was held in person with Zoom connectivity.</p> <p>Daniel Button Seconded</p> <p>Comments: Edits for clarity reviewed.</p> <p>Motion passed unanimously with no further discussion.</p>	Motion Passed
Financial Report		
Financials	<p><u>January Balance Sheet & Income Statement</u> Presented by CLA</p> <p>New Year New statements – These will streamline reporting to the State and will reduce overhead costs from CLA</p> <p><u>Balance Sheet</u> compared to prior year – to explain difference and progress as a Year to Date comparison</p> <ul style="list-style-type: none"> - Long term assess is the building/property. - This time last year we had more Accounts Payable. - Team has worked to streamline CON CON reporting process. <p><u>Income Statement</u> – comparing to budget we use the Income Statement and Budget to Indirect Rate</p> <ul style="list-style-type: none"> - Profit highlights FPHS in two major payments. - Budget breakdown reviewed. <p>Con Con is accounted in accrual basis and ACHD is CASH</p>	



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	SAO (State Auditor Office) Audit Financial Report due in May.	
Additional Financial Comments	Dan Button Requested to meet with ACHD & CLA to meet to go over financials for additional training purposes.	
Expense Voucher Approval	<p>In accordance with the adopted Purchasing Policy, the February 2023 voucher and warrant packet # APPKT06450, Voucher # 275, in the amount of \$42,407.45 as presented, is approved. Payment processed by the Asotin County Auditor's Office to replenish the Asotin County Public Health District's revolving Imprest Expense Account.</p> <p>Daniel Button Moved to approve the February 2023 Expense Voucher as presented.</p> <p>Lisa Barnes Seconded</p> <p>Comments: Feb included part of January Motion passed unanimously with no further discussion.</p> <p>In accordance with the adopted Purchasing Policy, the March 2023 voucher and warrant packet # APPKT06545, Voucher # 276, in the amount of \$28,233.30 as presented, is approved. Payment processed by the Asotin County Auditor's Office to replenish the Asotin County Public Health District's revolving Imprest Expense Account.</p> <p>Lori Loseth Moved to approve the March 2023 Expense Voucher as presented.</p> <p>Lisa Barnes Seconded</p> <p>Motion passed unanimously with no further discussion.</p>	<p>Motion Passed</p> <p>Motion Passed</p>
Old Business		
Purchase of Toyota Highlander	<p>In accordance with the adopted Purchasing Policy, the Purchase of Highlander March 2023 voucher/warrant packet # APPKT06546, Voucher # 277, in the amount of \$29,907.36 as presented, is approved. Payment may be processed by the Asotin County Auditor's Office to replenish the Asotin County Public Health District's revolving Imprest Expense Account.</p> <p>Lisa Barnes Moved to approve the Toyota Highlander March 2023 Expense Voucher as presented.</p> <p>Lori Loseth Seconded</p> <p>Comments: ACHD elected to purchase without a warranty will take care of repairs as needed. Has low miles, it was purchased during Covid and used for moving quarantine support supplies and PPE.</p>	



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<p><u>On-Site Sewage (OSS) Update</u></p>	<p>Motion passed unanimously with no further discussion.</p> <p>On-Site Sewage Code Update Code approved in January. Have had success working with community.</p> <ul style="list-style-type: none"> - Prior to January Pat Pash came with some concerns to move forward with making decisions on her lot. ACHD has been very strict with our own county code. A very useful code! - Two qualifying lot owners submitted applications for OSS. - Currently ACHD focuses on sharing of information more broadly with the public. - Kerri Sandaine from Lewiston Tribune wrote a detailed article in the local newspaper. - Code enforcement involvement for OSS violations. 	
<p>New Business</p>		
<p><u>Budget Amendment for Solid Waste Grant</u></p> <p><u>TB Update</u></p> <p><u>Program Statistics</u></p>	<p>Solid Waste Grant LSWFA—has very strict perimeters to dispose of syringe collection. ACHD de-obligation about \$20,000</p> <p>TB case treated in 2022- County is responsible to paying for TB treatment. Case had latent TB. ACHD in process of confirming persona lives in Asotin County. This case was reported because of employment verification and confirmed in X-Ray</p> <p>Historically once ACHD did have to pay about \$30,000 for on TB Case treatment.</p> <p>Current Program Statistics- presented by Brady Woodbury. Death Certificates issued.</p> <ul style="list-style-type: none"> - Suicide rates are increasing statewide. There have been less than 10 in Asotin County for this year (2023). - Overdose tracked can bring numbers to next meeting <ul style="list-style-type: none"> - Information shared on Death Certificates is only included if listed as known contributing factor. - Additional discussion about Fentanyl and Methamphetamine related deaths are increasing in our county. <p>COIVID Current Case Count for March (60 Cases) For all covid cases ACHD Tracer does ask if a case is vaccinated.</p>	



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	<p>Solid Waste Syringe collection</p> <ul style="list-style-type: none"> - January 50 - Februa 2050 - March 376 	
<p>Updates/Discussion</p> <p><u>Montana Summer Institute</u></p> <p><u>Suicide Awareness</u></p> <p><u>EPIC</u></p> <p><u>Quit Kits</u></p>	<p>Montana Summer Institute Questions / Discussion- Update from Lora Gittins</p> <ul style="list-style-type: none"> - 12 community members have confirmed they plan to attend. - Lora is coordinating communications to those attending. <p>Suicide Awareness with VFW was from last week</p> <p>Chuck wanted to recognize ACHD for provided 1500 suicide Awareness Coins</p> <p>VFW Cards for suicide prevention expected to be delivered April 11th.</p> <ul style="list-style-type: none"> - ACHD is working to identify best way to share information to school students. <p>ACHD has Lock boxes & lock bags ready for distribution.</p> <p>Prevention Coalition called EPIC</p> <p>April 22 National prescription take back day.</p> <ul style="list-style-type: none"> - Will be short resource fair a prescription take back event and syringe collection - Presentation- Old Drugs, New Threats by with a panel discussion - ACHD has prescription mail back bags available. <p>ACHD has all necessary supplies for new smoking and vaping quit cups and have several assembled and ready for distribution.</p>	
Executive Session	N/A	
Scheduled Meetings		
Next Meeting	1:00 PM May 22, 2023 Asotin County Commissioners' Chambers (NOT the Last Monday of the Month – Memorial Day)	



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Meeting Adjournment	Chuck Whitman adjourned meeting at 1:52 PM, after all agenda items discussed.	
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Meeting minutes taken by: Margaret Burch, HR Administrator and Fiscal Reporting

FINAL