Asotin County Local Board of Health Meeting

**November 27, 2023 at 1:00 PM**

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

Absent: None

ACHD Staff: Administrator Brady Woodbury, Internal Fiscal Administrator Margaret Burch, Lora Gittins, Beth Usher, Maurine Nicholson, CLA- Sarah Croskey

Public:

The regular Board Meeting was called to order by Skate Pierce at 1:02PM

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| Topic | Discussion | Action |
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| **Minutes Approval** | | |
| Approval of the 10-30-2023 BOH Meeting Minutes | Skate Pierce Moved to approve October 30, 2023, the Regularly Scheduled BOH Meeting Minutesas submitted. The meeting was held in person with Zoom connectivity.  Chuck Whitman Moved to approve the October 2023 Minutes as presented.  Brendan Johnson Seconded  *Comment: No additional discussion.* | **Motion Passed** |
| **Financial Report** | | |
| Financials  2024 Budget Approval  Expense Voucher Approval | September & October Balance Sheet & Income Statement  AI SC will email out Financial Statements. Had a delay in billing from WIC program.  2024 Budget Approval  Reviewed the budget summary.  Currently planning to purchase new building will present a budget amendment when new building is located and sale amount finalized  Daniel Button Moved to approve the Budget 2024 Expense Voucher as presented.  Brendan Johnson Seconded  In accordance with the adopted Purchasing Policy, the November 2023 voucher and warrant packet # APPKT07286, Voucher # 285, in the amount of $45,043.41 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.  Chuck Whitman Moved to approve the November 2023 Expense Voucher as presented.  Lisa Barnes Seconded  Motion passed unanimously with no further discussion. | **Motion Passed**  **Motion Passed** |
| **Old Business** |  |  |
| Unique Entity Identifier (UEI) for Asotin County Health District | Unique Entity Identifier (UEI) Update- PB    Have draft memos talked to Notary about the information that needs to be filled in and will schedule with BW & CW to add signatures. |  |
| **New Business** | | |
| Community Health Assessment Updates  Program Statistics DOH PDF  Gas Emergency 2023 Update  Avian Influenza Positive Goose  ACHD Misson, Vision and Values | Community Health Assessment Updates – Lora G  In final round of edits should have final draft by January 30th final  Program Statistics DOH PDF – Beth U  Small number reporting review. Across the state of WA, need to get back in the habit of small number suppression. WIC Budget $16,000.00 over 2 increases, due to great effort from the  Environmental health inspection counts and inspections completed have been increasing.  Gas Emergency 2023 Update – Beth U  Some restaurants had to close due to no way to cook food. ACHD did not have close down any restaurants unless then chose  Had great feedback from our community.  Avian Influenza Positive Goose \*about 1:25pm\*- Maurine & Dr. Bob Lutz  October 20th ACHD notified- Canda goose that was collected in Asotin County. The goose was taken to WSU wildlife clinic and confirmed infected with HPAI.  Dr Bob Lutz presented the DOH HPAI PowerPoint.  Question from Board of Health member DB asked  1. Vaccinating domestic fowl and people. Currently there is no vaccine available for humans.  2. How do we estimate how many cases we have in our county? Right now, we have to assume it is in most counties that have been identified. No incident rate is available- but it is highly likely that HPAI is circulating. Public Health stance is don’t feed the birds, keep distance from birds that are acting oddly.  3. would we issue a public health alert? No alert at this time.  Partnering with other agencies is going to be the best action Public Health can take.  ACHD Misson, Vision and Values – Lora G  Why is ACHD changing new mission, vision, values? Question from DB, Lora is tasked with strategic plan as part of PHMC program.  Also moving to use strategic plan and CHA, CHIP all go hand in hand.  Ideally to use in CHA and to have Lora move forward with next steps for strategic plan.  Chuck Whitman Moved to approve the Resolution #02-2023 ACHD Mission, Vision and Values as presented.  Lisa Barnes Seconded  No addition discussion as amended “to live their best health” | **Motion Passed** |
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| Public Comment | 2 min per speaker. At the discretion of the BOH may address at the end of the meeting when time allows. |  |
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| Health Officer  New Hire | Health Officer  Site visit 11/2/2023 was a very productive meeting with ACHD Team.  New Hire  New Employee Laura Hersey hired 11/15/2023.  Posting for Office Tech is open for applicants, phone interviews scheduled. |  |
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| Updates/Discussion |  |  |
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| Executive Session | Started 1:08PM Salary Placement 1:13PM no action came from executive session |  |
| **Scheduled Meetings** | | |
| Next Meeting | 1:00 PM January 29th, 2024 Asotin County Commissioners’ Chambers |  |
| Meeting Adjournment | Skate Pierce adjourned meeting at 2:07PM, after completed agenda items discussed |  |

*Meeting minutes taken by: Margaret Burch, HR Administrator and Fiscal Reporting*