

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
January 31, 2022 at 1:15 PM

Present: Chuck Whitman (Chair), Lori Loseth (Vice Chair), Monika Lawrence, Chris Seubert, Skate Pierce, Brian Shinn

Absent: None

ACHD Staff: Administrator Brady Woodbury, Internal Fiscal Administrator Margaret Beyerlein, Health Officer Dr. Robert Lutz

Public: None

The regular Board Meeting was called to order by Chuck Whitman at 1:22

Public Comment:

| Topic | Discussion | Action / Follow-up |
|--|--|--------------------|
| Public Comment | | |
| | | |
| Minutes Approval | | |
| Approval of the 12-27-2021 Regular BOH Meeting Minutes | <p>Skate Pierce Moved to approve December 27, 2021 Regularly scheduled BOH Meeting Minutes as submitted. Meeting was held in person with Zoom connectivity.</p> <p>Lori Loseth Seconded</p> <p>Motion passed Unanimously with no further discussion.</p> | Motion Passed |
| Financial Report | | |
| December 2021YTD Financials | <p><u>December 2021 Balance Sheet & Profit & Loss</u> Sweep \$333,583.36 kept at \$500.00, moved in February Finalizing the revenue prior year (2021) reconciled by CLA. PB to confirm the recon and print the check within ACHD and deposit into Weekly Treasure Account</p> <p><u>Profit & Loss Comparison</u> Salaried & wages \$25,000 in wages \$9,000 in Benefits \$30,000 in Benefits BARS reporting for streamline one Financial Report Package Running this month at a net loss- Reserves will balance on new year.</p> <p>CONCON Statement of Work coming from DOH – One page will supplement the P&L</p> <p>RCW – Can be summarized, or detailed. SIMPLE – Can always ask for more detailed reports.</p> <p><u>ONE report going forward</u></p> | Motion Passed |

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| | <p>Complete monthly Transaction Detail report provided to members of Board. Following are account balances:</p> <p>Skate Pierce Moved to approve December 2021 Financials as presented.</p> <p>Brian Shinn Seconded</p> <p>Motion passed unanimously with no further discussion.</p> | |
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| <p>December 2021 YTD Expense Voucher Approval</p> | <p>In accordance with the adopted Purchasing Policy, Procedure & Approval Process, the January 2022 voucher/warrant packet # APPKT05270, Voucher # 262, in the amount of \$45,235.41, 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 before the end of the month.</p> <p>Copy of Expense Voucher presented at Board meeting detailing all expenses included for reimbursement.</p> <p>Chris Seubert Moved to approve the January 2022 Expense Voucher as presented</p> <p>Brian Shinn Seconded</p> <p>Motion passed unanimously with no further discussion.</p> | <p>Motion Passed</p> |
| Program Statistics | | |
| | | |
| Unfinished Business | | |
| | | |
| New Business | | |
| <p>COVID-19 Update – Asotin County Dr. Lutz Presentation</p> | <p><u>Current Covid-19 Numbers</u> – 20 cases today, 957 total cases in month of January, Hospitalized 3 currently, 1 death during this Surge</p> <p>A lot of community spread throughout schools – younger kids were the drivers within our county</p> <p>County Vaccination Rate Asotin County is the third lowest vaccination rate within the state</p> | |

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| <p>Solid-Waste & Code Enforcement</p> | <p>Test Kits – 3,000 delivered to ACHD today 1/31/2021. Very fortunate to have testes here within our community.</p> <p>Dr. Lutz Presentation – sent in a PDF</p> <p>Current Surge- Omicron is so fast! Like a grass fire, lots of breakthrough and re-infections. Resistance to infection is supported by up-to-date vaccine status</p> <p>FLU & COVID mixture is now in the community</p> <p><u>Solid Waste Code Enforcement</u> (Budget Related) Email from Stacy – Code Enforcement Officer helped as needed 2019-2021 June not signed can't back pay 2022 Budgeted \$ Total Sum Can't use for 2021 – Chair to review with COO on 2/1/2022</p> | |
| <p>Juneteenth Discussion</p> | <p><u>Juneteenth – Federal Holiday</u> County has not yet made a decision; City has also not made a decision yet. BOH advised Health District to follow DOH Would be adding a 9th Holiday AI: BW to bring as a proposal</p> | |
| <p>Environmental Health Update FOOD</p> | <p><u>Environmental Health Updates – Food Code Changes, OSS</u> Septic- Raw sewage dumping in Anatone (Ordinance & form letter) Commissioner Meeting – Serve Safe Program WAC 246214. Food Establishments must have a food protection manager has to be done by end of 2022. AI: BW to update the BOH and newspaper</p> <p>Temporary Events – Not required to have a Certified food manager since inspected every time they apply for</p> | |
| <p>OSS</p> | <p><u>Operations Maintenance Management (OMM)</u> for OSS - Local ordinance to support WAC. To inspect property when transferred from ownership to have requirement of disclosed O&M and built into all homes that have OSS. ACHD will want to update OSS to be in line with WAC</p> <p><u>Installer's license</u> – Test and installers procedure. Take and pass test every other year to be in line with WAC</p> | |

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| BOH Elections | <p>Adding a class for Installers to attend and pass test after class 3 year cycle is recommended by BOH. Similar to the food handlers card cycle (2 years, then 5 years after 2)</p> <p><u>BOH Elections and Updated HB1152.</u> This year the BOH will change dynamics in June – rules are not posted yet. Keep elections the way they way they are currently and update in June.</p> <p>Motion: Reelect all currently office Brian Shinn Moved to approve the current elected positions in BOH as presented Skate Pierce Seconded</p> <p>HB1152: Community members and involvement clarification WASAC group presentation in 2 weeks.</p> | Motion Passed |
| Announcements and Reports | | |
| | | |
| Executive Session | N/A | |
| Scheduled Meetings | | |
| Next Meeting | 1:00 PM February 28, 2022 Asotin County Commissioners’ Chambers | |
| Meeting Adjournment | Chuck Whitman adjourned meeting at 2:28 PM, after all agenda items discussed. | |

Meeting minutes taken by: Margaret Beyerlein, Fiscal/HR Administrator