



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
May 23, 2022 at 1:00 PM

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

Absent: None

ACHD Staff: Administrator Brady Woodbury, Internal Fiscal Administrator Margaret Beyerlein, CLA Sarah Croskey

Public: One Member of Public

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

Public Comment:

Topic	Discussion	Action / Follow-up
Public Comment		
Minutes Approval		
Approval of the 1-31-2022 Regular BOH Meeting Minutes	<p>Brian Shinn Moved to approve April 25, 2022 Regularly scheduled BOH Meeting Minutes as submitted. Meeting was held in person with Zoom connectivity.</p> <p>Skate Pierce Seconded</p> <p>Motion passed Unanimously with no further discussion.</p>	Motion Passed
Financial Report		
April 2022 Financials	<p><u>April 2022 Balance Sheet & Profit & Loss</u> Not ready at this BOH Meeting as we are completing the 2021 Annual Report</p> <p>Sweep kept at \$500.00</p> <p>Financial Update – Major change per SAO recommendation</p> <p><i>No Motion for Financials made</i></p>	No Motion
May Expense Voucher Approval	<p>In accordance with the adopted Purchasing Policy, Procedure & Approval Process, the <u>April 2022</u> voucher/warrant packet # <u>APPKT</u>, Voucher # <u>264</u>, in the amount of <u>\$41,071</u>, 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>	Motion Passed



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	<p>Approved in tandem with financial statements as single action in the future.</p> <p>Skate Pierce Moved to approve the May 2022 Expense Voucher as presented</p> <p>Lori Loseth Seconded</p> <p><i>Motion passed unanimously with no further discussion.</i></p>	
Program Statistics		
Unfinished Business		
<p>COVID-19 Update - Asotin County</p> <p>TEAM Handbook (Table) Revisions & Updates</p> <p>(Table)Step & Longevity Date</p> <p>House Bill 1152 - Board of Health Composition</p>	<p><u>Current Covid-19 Numbers</u> - Last 14 days cases. 56 cases in the last days. hospitalization 1, 1 death about 10 days ago Dr. Lutz no longer available to attend meeting on Mondays will no longer have meeting presentations for BOH</p> <p><u>Edits & changes</u> to handbook highlighted in rusty orange. - Discussion In Last month's email (Send out again to BOH)</p> <p><u>Step & Longevity</u> increase moved to End of Fiscal Year Meeting for approval on Jan 1, 2021 - Discussion</p> <p>Approved in tandem with Dec 31 Step increase & longevity changes to go into effect 12/31/2022.</p> <p>Lori Loseth Moved to approve the Step Increase and Longevity changes to go into effect 12-31-2022</p> <p>Chris Seubert Seconded</p> <p><i>Motion passed unanimously with no further discussion.</i></p> <p><u>BOH configuration Updates and Discussion including Charter</u></p> <p>Local citizen applications- Application and email sent to achd@ac-hd.org Board Composition: Steve Kutz American Health Commission (AIHC Executive Director), AICH is required to select a Tribal</p>	<p>Motion Passed</p>



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	<p>representative only consists of Tribe members within the Washington only. Nez Perce Tribe is an Idaho recognized Tribe AIHC will select someone from Washington represented tribe. AIHC recommends Asotin 3 slots for upcoming BOH dynamics going forward and hold a 4th slot to change to an 8 member BOH.</p> <p>County Board of Commissioners need to create a resolution.</p> <p>Applications will process through ACHD email but will need to be appointed by Commissioners.</p> <ul style="list-style-type: none"> -Printed copies and soft copies on website/ email if requested by phone & posted in newspaper. -Turned in prior to next board mtg (6/27/2022) - Applicants will selected by Board of County Commissioners to be appointed to BOH - Interview with KLEW and Tribune to make people aware of volunteer position <p>BOH Charter will have updated changes and approved by new BOH during July Board of Health Meeting</p>	
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New Business

<p>On-Site Sewage Issue</p>	<p>Quailwood Drive PPW- Discussion Multiple failed systems within our County. Seeking to hire a new EH person to Educate the homeowners of at risk systems. Anticipating additional system failures in the future within our county.</p> <p><i>Community members input -</i> Article in paper about care to septic and recommendations. Regularly maintained. ACHD repair permit- \$700 AND additional fees up to \$21,000 to fix failed system Request to not pay permit fee.</p> <p>Big Quad-plex was not approved by BOH & was built anyways With this type of issue for smaller lots. Reasonable use years to decades. Issue tabled for discussion at a different meeting. Funding for EH needs to be considered to evaluate policy.</p>	
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Hiring for Two Positions	Health Educator and Environmental Health Specialist – Been trying to hire for postings for awhile now	
Announcements and Reports		
Updates/Discussion		
Executive Session	N/A- Not Anticipated	
Scheduled Meetings		
Next Meeting	1:00 PM June 27, 2022 Asotin County Commissioners’ Chambers	
Meeting Adjournment	Chuck Whitman adjourned meeting at 1:55PM , after all agenda items discussed.	

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