



# Asotin County Public Health District

102 1<sup>st</sup> Street - P.O. Box 306 - Asotin, Washington 99402  
 Office: (509) 243-3344 - Fax: (509) 243-3345  
[www.AsotinCountyPublicHealth.org](http://www.AsotinCountyPublicHealth.org)

## Asotin County Local Board of Health Meeting June 27, 2022 at 1:00 PM

Present: Chuck Whitman (Chair), Monika Lawrence, Chris Seubert, Skate Pierce,  
 Absent: Lori Loseth (Vice Chair), Brian Shinn  
 ACHD Staff: Administrator Brady Woodbury, Internal Fiscal Administrator Margaret Beyerlein,  
 CLA Sarah Croskey, Maira Richardson  
 Public: None  
 The regular Board Meeting was called to order by Chuck Whitman at 1:02  
 Public Comment:

Topic	Discussion	Action / Follow-up
<b>Public Comment</b>		
<b>Minutes Approval</b>		
Approval of the 5-23-2022 Regular BOH Meeting Minutes	<p><b>Monika Lawrence</b> Moved to approve May 23, 2022 Regularly scheduled BOH Meeting Minutes as submitted. Meeting was held in person with Zoom connectivity.</p> <p><b>Chris Seubert</b> Seconded</p> <p>Motion passed Unanimously with no further discussion.</p>	<b>Motion Passed</b>
<b>Financial Report</b>		
April and May 2022 Financials	<b>May and June 2022 Balance Sheet &amp; Profit &amp; Loss</b> Unavailable at this time	
<hr style="border: 1px solid green;"/>		
May and June Expense Voucher Approval	In accordance with the adopted Purchasing Policy, Procedure & Approval Process, the <b>June 2022</b> voucher/warrant packet # <b>APPKT05697</b> , Voucher # <b>267</b> , in the amount of <b>\$31,198.68</b> , 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.	



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	<p>Copy of Expense Voucher presented at Board meeting detailing all expenses included for reimbursement.</p> <p>Approved in tandem with financial statements as single action in the future.</p> <p><b>Chris Seubert</b> Moved to approve the <b>June 2022</b> Expense Voucher as presented</p> <p><b>Skate Pierce</b> Seconded</p> <p>Motion passed unanimously with no further discussion.</p>	<p><b>Motion Passed</b></p>
<p><b>Program Statistics</b></p>		
<p><b>Unfinished Business</b></p>		
<p>COVID-19 Update - Asotin County</p> <p>TEAM Handbook Revisions &amp; Updates</p> <p>Hiring for two (2) new positions</p>	<p><u>Current Covid-19 Numbers</u> - Numbers : 273/100,000 is HIGH, Hospitalized 0 as of today. EST 1 in 12 cases gets reported. Vaccine &amp; natural immunity, still encourage ppl to get vaccinated. Still required to mask in some settings like healthcare</p> <p><u>Edits &amp; changes</u> to handbook highlighted in rusty orange. Table to new Board of Health.</p> <p><u>Hiring for Two Positions</u>: Health Educator and Environmental Health Specialist- hard to complete with private industry jobs.</p>	
<p><b>New Business</b></p>		
<p>New Board of Health Applications Discussion</p>	<p><u>BOH Applications</u>: Received several applicants. To have BOH look at applications and offer input. Then County commissioners will vote for appointment.</p> <p><u>Opinions given by BOH members</u>: Applicants that are consumer of public health- none selected that in their applications (several could be classified as consumer)</p> <p>Important to have new members that have the ideas &amp; mission of BOH in mind and support Public Health's mission</p> <p>Interview process - selected recommended applicants will be contacted to interviews per County Commissioners to finalize BOH selection</p>	



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	Chair of Board: thank you for the service from the BOH members. BW to contact 4 applicants to continue to next step—interview process BW to contact 3 thank you for applying	
<b>Announcements and Reports</b>		
Updates/Discussion		
Executive Session	N/A	
<b>Scheduled Meetings</b>		
Next Meeting	1:00 PM July 25, 2022 Asotin County Commissioners' Chambers with new BOH meeting to select chair and new charter.	
Meeting Adjournment	<b>Chuck Whitman</b> adjourned meeting at <b>1:28PM</b> , after all agenda items discussed.	

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