

Asotin County Local Board of Health Meeting August 26, 2024 at 1:00 PM

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

Absent: Skate Pierce (Vice Chair)

ACHD Staff: Brady Woodbury, Lora Gittins, Beth Usher, Collin Jurries, Bob Lutz

Public: None

The regular Board Meeting was called to order by Chuck Whitman at 1:01PM

Topic	Discussion	Action
		1
Minutes Approval		
Approval of the 06-24-2024 BOH Meeting Minutes	Chuck Whitman Called for a motion to approve June 24, 2024, the regularly scheduled BOH Meeting Minutes as submitted. The meeting was held in person with Zoom connectivity. Brendan Johnson Moved to approve the June 24, 2024 Minutes as presented. Lisa Barnes Seconded Motion passed unanimously with no further discussion.	Motion Passed
Financial Report		
Expense Voucher	 May and June financial reports ACHD did not send back any FPHS money at the end of the fiscal year. This is the first year we have been able to avoid sending money back. This is largely due to addressing needs identified in the CHA-specifically increasing ACHD presence in the community. On track for the state CONCON to be closed out on time. Comment from Dan Button: Great job being able to use up the funds. It is important we can do that in a prudent way. In accordance with the adopted Purchasing Policy, the July 2024 voucher and warrant packet # APPKT08026 Voucher # 296, in the amount of \$51,877.84 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. 	Motion Passed



	Lisa Barnes Moved to approve the July 2024 Expense Voucher as presented. Brendan Johnson Seconded Motion passed unanimously with no further discussion. In accordance with the adopted Purchasing Policy, the August 2024 voucher and warrant packet # APPKT08096 Voucher # 297, in the amount of \$26,099.09 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. Brendan Johnson Moved to approve the August 2024 Expense Voucher as presented. Lisa Barnes Seconded Motion passed unanimously with no further discussion.	Motion Passed
Old Business		
Exempt Time Policy	 Exempt Time Policy Discussion and Proposal – Brady The exempt time policy adopted by the board 8+ years ago no longer meets the need of the ACHD salaried/exempt staff. The current employee handbook, adopted by the board in 2023, follows current RCW requirements when it comes to salaried employees' time. Daniel Button Moved to remove former exempt time policy in lieu of policy for salaried employees as outlined in the ACHD Employee Handbook. Brendan Johnson Seconded Motion passed unanimously with no further discussion. 	Motion Passed
New Building / FPHS Funds Update	 New Building / FPHS Funds Update - Brady A lot of construction materials, furniture, and carpet has been ordered and are in the warehouse. Behind where we want to in terms of starting construction, but we are getting back on track. 	



	 Once the first drawing is complete, there will need to be a budget amendment to allocate funding from different programs for the building based on how much of the building will be occupied by that specific program. 	
New Business		
Pertussis	Presentation on uptick in whooping cough across the state – Dr. Bob Lutz Pertussis, also known as whooping cough, is a vaccine preventable disease. It is part of the Tdap/DTaP vaccine. Immunity can wane over time, so boosters are important. Whooping cough can be very dangerous for infants. As of now, there have not been any cases reported in Asotin County. There have been cases in nearby counties.	
Professional Development Review Period 2024 Update	 Professional Development Review Period 2024 Update - Brady All PDRs are done or scheduled PDRs are part of the salary matrix. Staff pay increases on the salary matrix will be reflected in the first budget draft presented in October. 	
Environmental Health Program Update	 Environmental Health Program Update - Collin Review Rabies testing and post-exposure prophylaxis (PEP) algorithm Recently, WSU Lab (WADDL) has begun to accept samples for rabies testing. If ACHD needed to test an animal, a staff member could drive the packaged specimen to the lab. Community members who want to test a sample can also send specimens to the lab at their own expense. Previously the only option was to FedEx or use a courier service to get the sample to the Public Health Lab in Shoreline so this will make testing easier and less expensive for the District. DOH program FINS (Foodborne Illness Notification System) rolled out in August. This allows people to report foodborne illness or complaints anywhere in the state using an online form. 	
OSS Installer License Issue	So far, ACHD has not received any reports from FINS.	



	 OSS Installer License Issue – Brady ACHD will work to update Asotin County OSS code to reflect (1) how often someone can take the OSS Installer test and (2) procedure and policy if someone is found to be operating without a proper license. There will be no exceptions to scheduled test dates for the OSS installer exam, per consensus of the Board.
Emergency Preparedness Program Updates	 Emergency Preparedness Program Updates on Exercises – Beth ACHD did an internal tabletop exercise around communicable disease and participated in a drill with TriState Health. Both went well.
Overdoses as Reportable Condition	 Overdoses as Reportable Condition Dr. Lutz is continuing conversations with TriState Health. He plans to meet with them in September when he visits.
Program Stats	 Program Statistics There has been a sharp decrease in the number of sharps dropped off in the last two months. As we often get mass dropoffs of sharps, we expect to see increases again in the future. We have continued to advertise the program. There has been a slight decrease in COVID cases in August, as of today.
Public Comment	
Public Comment	2 min per speaker. At the discretion of the BOH may address at the end of the meeting when time allows. (No Public Comment Made)
Announcements/Reports	
Announcements	 Meeting tomorrow (8/27) regarding the proposed Sleep Center. Meeting is at 6:30 at the Fire District BOH WSALPHO meeting in October is still open for registration until Friday (8/30)
Executive Session	Executive session was held 2:35-2:50 to discuss personnel issues
Scheduled Meetings	
Next Meeting	1:00 PM October 28th, 2024 Asotin County Commissioners' Chambers.



Meeting Adjournment	Chuck Whitman adjourned meeting at 2:50PM, after completed agenda	
	items discussed	

Meeting minutes taken by:

Beth Usher, Health Educator

