



Asotin County Health District
102 1st Street | PO Box 306, Asotin, WA 99402
Phone: 509-243-3344 Fax 509-2432-3345
www.ac-hd.org

Asotin County Local Board of Health Meeting
April 28 ,2025 at 1:00 PM

Present: Skate Pierce (Chair), Lisa Barnes (Vice Chair), Lori Loseth, Dan Button, Brian Shinn

Absent: Brendan Johnson

ACHD: Brady Woodbury, Lora Gittins, Collin Jurries, Amber Dahmen, Samantha Bingman, Sarah Croskey (CLA)

Public: None

The regular Board Meeting was called to order by **Skate Pierce** at **1:03PM**

Topic	Discussion	Action
Minutes Approval		
Approval of the 03-31-2025 BOH Meeting Minutes	Skate Pierce Called for a motion to approve March 31, 2025, the regularly scheduled BOH Meeting Minutes. The meeting was held in person with Zoom connectivity. Lori Loseth Moved to approve the March 31, 2025 Minutes as presented Brian Shinn Seconded Motion passed unanimously with no further discussion.	Motion Passed
Financial Report		



Asotin County Health District
102 1st Street | PO Box 306, Asotin, WA 99402
Phone: 509-243-3344 Fax 509-2432-3345
www.ac-hd.org

<p>Financials Presented by Sarah Croskey</p> <p>Expense Voucher</p>	<ul style="list-style-type: none">• Nothing to report about the February 2025 financial statement.• In accordance with the adopted Purchasing Policy, the April 2025 voucher and warrant packet #APPKT0784, voucher #307, in the amount of \$281,533.17, 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.• Part of the April 2025 expense voucher includes \$147,000 that was invoiced from contractors in March for work on the new building. Brady has been working with the contractors and the architect to ensure that they continue to bill ACHD regularly as the June 30 deadline to spend approaches. <p>Skate Pierce Moved to approve the March 2025 Expense Voucher as presented.</p> <p>Lisa Barnes Seconded</p>	<p>Motion Passed</p>
<p><u>New Building Updates presented by Brady Woodbury</u></p>	<ul style="list-style-type: none">• Progress is going well. Three change orders were submitted by the architect that add to the overall cost of the project but are required.• Change Order #1: Sewer line was discovered to be 3", and it needs to be 4", \$12,600 additional to end cost• Change Order #2: Part of the sewer needs two connections to the main, per PUD, \$15,700 additional to end cost• Change Order #3: Additional strength must be added to the walls to support upper level areas, \$18,000 additional cost• We have funding for these in FPHS. These costs and change orders are allowable by law but must be added to the meeting minutes. Per Sarah, as of now the change orders are about \$50,000, and within budget. If the cost reaches \$100,000 additional, reductions in other areas will be proposed.	<p>Motion Passed</p>



Asotin County Health District
102 1st Street | PO Box 306, Asotin, WA 99402
Phone: 509-243-3344 Fax 509-2432-3345
www.ac-hd.org

Communicable Diseases

- ACHD was alerted to a potential measles case which turned out to be negative after testing. This served as an opportunity to practice the process of testing, working with community partners, and contact tracing. It also provided an opportunity to find ways to provide better education to the community and to reach out to other counties regarding their practices and protocols.



Asotin County Health District
102 1st Street | PO Box 306, Asotin, WA 99402
Phone: 509-243-3344 Fax 509-2432-3345
www.ac-hd.org

Recognitions		
Recognitions presented by Brady Woodbury	<u>Recognitions</u> <ul style="list-style-type: none">• Laurie Hersey has begun training to become a certified car seat installer technician and is continuing the remainder of the trainings in order to build out a safe kids program• Beth Usher worked to find grant funding and trainings for Laurie to help her start building a safe kids program• Amy Finney has completed her WIC training and is officially a WIC certifier now, adding to ACHD's WIC program and reaching more participants	
Old Business		
Environmental Health Program Presented by Brady Woodbury	<u>Environmental Health Program</u> <ul style="list-style-type: none">• Brady completed most of his CEUs, with another set to complete in May with Collin, regarding operations and maintenance• A change in WAC will now require operations and maintenance professionals to inspect septic systems yearly or every three years, depending on the system type• ACHD will have to change ordinances to reflect the WAC• ACHD currently does Garfield County's OSS program at Garfield County's expense. Peter Laizure did apply for an installer's license through Garfield County. Since Garfield County does not have a credentialing system in place, ACHD has reached out to them to discuss a conflict of interest	
Audit Update Presented by Brady Woodbury	<u>Audit Update</u> <ul style="list-style-type: none">• The audit is still in progress. Matt, the State Auditor, was in ACHD office April 8, 2025, and had no big concerns when he left. The exit conference is to be scheduled.	
BOH Upcoming Meetings	<u>BOH Upcoming Meetings</u> <ul style="list-style-type: none">• BOH will continue to meet monthly until the new building is done.	
New Business		



Asotin County Health District
102 1st Street | PO Box 306, Asotin, WA 99402
Phone: 509-243-3344 Fax 509-2432-3345
www.ac-hd.org

Spring/Summer Training Schedule Presented by Brady Woodbury	<u>Spring/Summer Training Schedule</u> <ul style="list-style-type: none">Many ACHD staff are attending trainings and conferences this summer. <u>Program Statistics</u> <ul style="list-style-type: none">More deaths in Asotin County for April. Clarification on how deaths are recorded was also presented: deaths are registered in the location of the death, not the county of residence of the decedent.	
Public Comment		
Public Comment	<ul style="list-style-type: none">None	
Announcements/Reports		
Announcements	<ul style="list-style-type: none">There were questions about funding cuts in FPHS (Foundational Public Health Services). There have been different proposed outcomes but because most of ACHD funding comes from state funding, there is currently not a lot of concern that too much funding will be lostPHIG (Public Health Infrastructure Grant) funding has been used for more trainings and new projects for ACHD programs; the original grant was meant to go to 2027 but the state has encouraged LHJs to use it sooner than later. Some PHIG funding has been allocated already for technology for the new building. ACHD was also approved by DOH to purchase training and supplies to expand the lead program in Environmental Health, including an XRF Analyzer (~\$32,000) which can portably detect amounts of lead in various surfaces without having to chip or peel the surface and the training to use it; we have the Analyzer and have started training on using it properly.WFD (Workforce Development) funding has also been used for new building items, trainings, and has a more specific application than PHIG funding	
Executive Session	None	
Scheduled Meetings		
Next Meeting	1:00 PM May 19, 2025 Asotin County Commissioners' Chambers.	



Asotin County Health District
102 1st Street | PO Box 306, Asotin, WA 99402
Phone: 509-243-3344 Fax 509-2432-3345
www.ac-hd.org

Meeting Adjournment	Skate Pierce adjourned meeting at 2:00pm, after completed agenda items discussed	
---------------------	-----------------------------------------------------------------------------------------	--

Meeting minutes taken by: *Samantha Bingman, Human Resources*

FINAL