

**BOARD OF HEALTH**  
**Meeting Minutes**  
**August 18, 2010**

**Call to Order**

Chairman Bob Koch called the meeting to order at 1:30 p.m.

**Roll Call**

Dr. Jecha called the roll: The following were:

**Present:** Max Benitz Jr., James Beaver, Bob Koch, Brad Peck and Executive Secretary Larry Jecha, M.D.

**Excused:** Leo Bowman

**Absent:** Rick Miller

**Staff Present:** Cody Lewis, IT Manager; Amy Serven, Administrative Services; Carla Prock, Shelley Little, Heather Hill and Annie Goodwin, Preventative Health Supervisors; Robin Albrandt, Emergency Preparedness; Bonnie Hall, Client Services Manager; Lisa Wight, Human Resources; Becky Mellinger, Administrative Services; Rick Dawson and Susan Shelton, Environmental Health Supervisors; Bruce Perkins, Director of Environmental Health, Jim Coleman, Representing Local 17.

**Visitors:** Fred Bowen, Franklin County Administrator

**Approval of Agenda**

Commissioner Benitz moved, seconded by Commissioner Beaver, to approve the agenda. The motion carried unanimously.

**Approval of May 19, 2010 Minutes**

Commissioner Benitz moved, seconded by Commissioner Beaver to approve the minutes of the May 19, 2010 minutes. Motion carried unanimously.

**Approval of June 30, 2010 Minutes**

Commissioner Peck moved, seconded by Commissioner Benitz to approve the minutes of the June 30, 2010 meeting. Motion carried unanimously.

**WSALPHO Legislative Update**

Dr. Jecha presented on behalf of Sandy Owen who is on the Legislative committee of WSALPHO. This was to inform the Board of some of the key issues facing the Health District in the next legislative session. The main issue is to maintain Public Health funding. Commissioner Benitz moved, seconded by Commissioner Beaver for Chairman Koch to send a letter to Washington State Association of Counties and our area legislators to explain the funding shortfall due to their actions. Commissioner Beaver amended the motion to reflect that the letter should state possible solutions to the financial problems and not just talk about the problem.

Motion carried unanimously. Dr. Jecha further stated that WSAC's efforts to provide counties with more funding tools and to eliminate the costs of unfunded programs such as On-Site Inspector Certification and Landfill inspector. These are things we could do without that wouldn't hurt Public Health. Bruce Perkins added that it's the continuing education that is really the problem. Bruce clarified for Commissioner Peck that an onsite inspector is an Onsite Sewage Disposal System Inspector and landfill inspector is a Health Department Landfill Certified Inspector. It is also a goal to promote Public Health policies that will minimally impact our resources such as drug take back programs. We also need to tighten the immunization exemption criteria. Commissioner Peck questioned whether tightening immunization criteria is tied in to being accepted into the public school, therefore not applying to homeschooled children. Dr. Jecha stated that this criteria does only apply to children getting into public school.

#### **Resolution 10-03 Surplus Items**

Becky Mellinger reported that in an effort to go over our inventory listing in our storage units we found some older items such as keyboards, typewriters, etc. that are not usable but were required to have inventory numbers on them when they were purchased. Ms. Mellinger asked approval of the Board to surplus these items. Commissioner Beaver moved for approval of Resolution 10-03 to surplus items for disposal. (See attached list of items for disposal.) Commissioner Benitz seconded. Commissioner Peck stated that he felt the Health District should look into donating any of the usable items to any schools or daycares who could use them before we just throw them away. Motion carried unanimously.

#### **Mid Year Finance Update**

Dr. Jecha reported the status of things for the Health District as of July 1<sup>st</sup>. He used a graph to show how we are doing this year compared to the last two years. He stated that we are in a stronger position than we have been, due to cuts we took in 2009. He stated that H1N1 money helped quite a bit toward staff time and the opportunity to purchase equipment. Commissioner Peck asked for a ballpark figure of how much money spent was H1N1 money. As of this date, it is too soon to figure an amount. Dr. Jecha announced that we received an increase from the state per WIC client this year and that it will go up again in 2011. It was \$138 per client, then went to \$160 and will be \$188 per client. One downside this year has been the lack of revenue since May 1<sup>st</sup> from the Provider One program, due to a software change making it unbillable. Only in the last week has revenue started coming in.

#### **Home Visiting Funding**

Carla Prock reported in Sandy Owen's absence on the funding for home visits. She stated that we may be the recipient of some funds in the future to enhance the program. See attached slides.

#### **Woman, Infant & Children (WIC) Peer Counseling FTE Request**

Becky Mellinger reported it had been announced earlier this year that the Women, Infant, Children Program, through the Department of Agriculture would be releasing funds for a peer counseling program. These funds became available July 1<sup>st</sup> of this year. The Health District requested a total FTE, comprised of a few employees to accomplish the deliverables. Also requested was approximately the equivalent of a half-time FTE for supervisory/management staff, and lastly, expenditures to cover small amounts of mileage. All of these costs will be fully reimbursable, and will not exceed \$20,080 from July through December 31<sup>st</sup>. Commissioner

Peck questioned what the deliverables are and what credentials a supervisor would need. Annie Goodwin stated that the deliverables are to get job descriptions done, and get people hired and trained. Chairman Koch questioned what the revenue is expected in 2011. Annie Goodwin replied that it would be between \$40,000 and \$41,000. Commissioner Peck stated that the notion of deliverables to set up the program seems like a step ahead when there are not yet any clients. Commissioner Benitz moved, seconded by Commissioner Beaver, approval of an FTE for the WIC Peer Counseling Program. Motion carried unanimously.

#### **Announcements**

Chairman Koch announced that he will be out of town on September 15<sup>th</sup>, the date of the next Board of Health meeting. He requested the date be changed. Becky Mellinger suggested the following Wednesday, September 22<sup>nd</sup>. Notices will be sent out as all of the commissioners were not in attendance.

Chairman Koch announced that with the Human Resources position now filled he believes it is time to focus on the Administrator position. He would like to proceed with getting the job description out, and then having both County Administrators and HR sort through the resumes submitted and interview as needed. They can then bring back to the Board some candidates. Commissioner Peck suggested they be in prioritized order.

Dr. Jecha commented on communicable disease. He reported that September 27<sup>th</sup> would start our annual flu shot week in Pasco and Kennewick. He stated that we would like to get a jump on the season to vaccinate as many people as we can.

Dr. Jecha announced that the TB program has been busy this year. We had more cases in the first six months of 2010 than we had all last year. Two new cases were reported just this week. TB cases can be costly to the county as the county is responsible for the costs incurred if the client is unable to pay. The costs can rise to \$700,000 easily. He also stated that we had a TB related fatality two weeks ago.

Dr. Jecha announced that we had two cases of Vibrio in oysters from two different grocery stores.

Dr. Jecha announced that we are investigating, along with Department of Agriculture, calves being sold on Craigslist. There has been an epidemic with the last few sold dying and people getting sick.

Bruce Perkins announced that one of the deliverables for Emergency Management is that staff is trained in the Incident Command System. Approximately 80% of the staff has been trained in ICS 100 and ICS 700. The training was conducted by our own Region 8 staff. The time spent for training will be billed to Emergency Response funds. Supervisors will be taking an ICS 200 training soon.

**Approval of Vouchers**

Commissioner Peck moved, seconded by Commissioner Benitz to approve payment of voucher numbers 80 to 86 for June and July 2010 in the amount of \$824, 022.98. Motion carried unanimously.

The date of the next meeting will be September 22, 2010.

The meeting adjourned at 2:29 p.m.

Prepared by:  
Amy Serven, Administrative Assistant  
Benton-Franklin Health District



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Bob Koch  
Chairman of the Board



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Larry Jecha, M.D.  
Executive Secretary