



**BENTON-FRANKLIN HEALTH DISTRICT
BOARD OF HEALTH**

MEETING MINUTES

February 18th, 2015

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IN ATTENDANCE

Benton	<input checked="" type="checkbox"/>	Commissioner Beaver	<input checked="" type="checkbox"/>	Jason Zaccaria, BFHD Administrator & BOH Executive Secretary
	<input checked="" type="checkbox"/>	Commissioner Delvin	<input checked="" type="checkbox"/>	Dr. Amy Person, BFHD Health Officer
	<input type="checkbox"/>	Commissioner Small	<input checked="" type="checkbox"/>	Nick Boukas, BFHD Operations Director
Franklin	<input checked="" type="checkbox"/>	Commissioner Koch	<input checked="" type="checkbox"/>	Cody Lewis, BFHD Information Systems Manager
	<input checked="" type="checkbox"/>	Commissioner Miller	<input checked="" type="checkbox"/>	Lisa Wight, BFHD Sr. Human Resources Manager
	<input type="checkbox"/>	Commissioner Peck	<input checked="" type="checkbox"/>	Jeff Jones, BFHD Sr. Finance Manager
			<input checked="" type="checkbox"/>	Staff - Janae Parent, Admin Analyst/Executive Assistant
			<input checked="" type="checkbox"/>	Visitor – Karen Queen, WSNA Union Rep
			<input checked="" type="checkbox"/>	Visitor – Jessica Davis, PTE Local 17 Union Rep
			<input checked="" type="checkbox"/>	Visitor – Sara Schilling, Tri-City Herald

CALL TO ORDER

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

APPROVAL OF MINUTES

Commissioner Delvin moved to approve the January 21st, 2015 meeting minutes.
Commissioner Koch seconded. The motion carried unanimously.

DISCUSSION ITEMS FROM THE PUBLIC/STAFF

None to report.

UNFINISHED BUSINESS

1. Resolution 15-01, State Restriction of Youth Possession and Public Use of Electronic Vapor Devices – Dr. Person

- a. Dr. Person talked about data recently received from the state Healthy Youth survey. Data showed that across the state 23% of 12th graders have reported using e-cigarettes in the last 30 days, this is up from 6.7% in 2012. Additionally, 8% of 8th graders have used e-cigarettes in the last 30 days, which is up from 2% in 2012.
- b. Dr. Person presented *Resolution 15-01, State Restriction of Youth Possession and Public Use of Electronic Vapor Devices*.
- c. Commissioner Koch moved for approval of Resolution 15-01 and Commissioner Miller seconded. The motion carried unanimously.



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NEW BUSINESS:

1. Medical & Environmental Health Updates – Dr. Person

- a. Influenza has peaked and numbers are starting to decrease, though there were five deaths this year, all in the elderly. The strain that was most predominant and the influenza vaccine were not well matched this year.
- b. Not yet had any difficulty with measles in our local area, but there has been a number of cases reported in other areas of the state. Some are associated with the outbreak in Disneyland and others are separate cases. The Health District has been working to keep providers updated regarding immunizations for infants and adults. Additionally, the District is looking to get free MMR vaccines out to clinics for under or uninsured clients.
- c. There have not been any further problems with the avian influenza in either county. There continues to be sporadic reports of various types of wild fowl continuing to have different strains of avian influenza identified in other areas of the state.

2. New World Systems Update – Cody Lewis

- a. The New World Systems implementation is being completed in two phases. The first phase Financial Management (FM), was started in September 2014 and included the build out of the chart of accounts, accounts payable, purchasing, bank reconciliation, projects, and revenue. Staff training on those various modules was conducted in December 2014, and historical data over the last 3 years was converted and brought over into the new system. The District went live with FM on January 5th, 2015.
- b. After going live the Health District now has real time tracking of purchase orders, managers are able to track budgets vs. revenues on demand, line item inquiries for previously ordered items, and grant balances are now balanced within FM.
- c. The second phase, Human Resources is underway with an expected go-live in June 2015.

ANNOUNCEMENTS

No announcements were made.

APPROVAL OF VOUCHERS

Commissioner Delvin moved to approve vouchers numbered 02-2015 through 08-2015, in the amount of \$837,353.81. Commissioner Koch seconded the motion and the motion carried unanimously.

EXECUTIVE SESSION

No executive session was held.



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DATE OF NEXT MEETING

Date of next meeting will be March 18th, 2015.

ADJOURNMENT

Chairman Beaver adjourned the meeting at 1:57pm.

Signature on file

James Beaver
Chairman of the Board

Signature on file

Jason Zaccaria
Executive Secretary

