



ASOTIN COUNTY HEALTH DISTRICT

102 1ST STREET - P.O. BOX 306 - ASOTIN, WASHINGTON 99402
 (509) 243-3344 - FAX: (509) 243-3345 - www.ac-hd.org

**Asotin County Local Board of Health Meeting
 May 18, 2015 at 1:00 PM
 Asotin County Health District Conference Room**

Present: Jim Jeffords (Chair), Jim Fuller (Vice Chair), Brian Shinn, George Nash

Absent: Vikki Bonfield

ACHD Staff: Brady Woodbury, Sundie Hoffman

Public: N/A

Board Meeting was called to order by Jim Jeffords @ 1:00 PM

Issue / Concern	Discussion	Follow-up / Action
Minutes Approval		
Approval of the 4-27-2015 BOH minutes	Jim Fuller motion to approve the BOH minutes of April 27, 2015. Brian Shinn 2 nd . Motion passed unanimously without discussion.	MOTION
Financial Report		
2015 Financials	<p>Administrator presented:</p> <ul style="list-style-type: none"> • March 2015 Financials • Transaction Report for March 2015 – for Board Approval & Signature. **Administrator sent via email Transaction Report that was formatted incorrectly and unable to review; Administrator brought a corrected copy to today's meeting to be reviewed and voted on at next month's BOH meeting **BOH voted at today's meeting anyway** <p>Things are looking fairly well due partially to cut in staffing. Billing for parking (looking at the contract between district and county)</p> <p><i>Things are looking fairly well due partially to cut in staffing. Billing for parking (looking at the contract between district and county) Brian Shinn is requesting what the savings is since Tami is gone.</i></p> <p>Brian Shinn motion to accept financials as presented. George Nash 2nd. Passed unanimously with further discussion: Wants to know what savings amount is on staff savings</p> <p>Regarding Brian Shinn's inquiry last BOH meeting as to why reports are in 2 months late: Health District does not receive financial reports from county until the 20th of each month, at the soonest—sometimes later; very difficult to get it audited, formatted, reconciled, and prepared in that short amount of time. Fiscal would prefer to receive it sooner and would prefer to complete in time for BOH meeting, but would need to</p>	MOTION



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	<p>receive the report sooner than 20th to do so.</p> <p>Regarding Vikki Bonfield's inquiry about former employee Tami Hawley's leave accruals and payouts: Administrator shared VEBA policy—TH did not qualify for any sick leave payout because she was employed for only 4.5 years—does not apply until 5 years. She had 31.83 sick hours accrued. TH had 140.75 vacation hours accrued and 50% was paid into her VEBA account (\$952.24) and 50% was paid in final paycheck (\$952.24).</p>	
Program Statistics		
Agency Stats	<p>Administrator routed year to date stats.</p> <p>Alive After 5 booth for improving WIC stats</p>	
Unfinished Business		
Immunization Program updates and plans	<p>Health District is working with TSMH to potentially have TSMH take on major portion of imms program. Next meeting with TSMH is June 10th. <i>The only part we would have in the IMMS program if Tri-State will be to oversee the children's vaccines. The hospital has indicated that they want to work with us in public health and nurture the working relationship for Asotin County public health.</i></p>	
WIC Program	<p>Provided WIC numbers, discussion</p>	
New Business		
Pertussis vaccine recommendations	<p>Recommends vaccinating pregnant moms in the third trimester of each pregnancy; vaccine wanes over time—in as little as two to four years <i>Recommended in the third trimester giving the antibodies to the baby. Also, CDC acknowledges the vaccine wanes every two years.</i></p>	
Pertussis in Asotin County	<p>Teacher at Grantham Elementary diagnosed with pertussis. School nurse working with Health District(s), and health care providers. <i>Donna Franklin, school nurse, contacted North Central, and each child's Dr. recommending prophylaxis. School District needs to be contacted regarding the chain of command and the appropriate reporting. The concern is if there is a major outbreak this needs to be addressed before future incidents.</i></p>	
Old Business		
Announcements and Reports		
Announcing		
Scheduled Meetings		
June 22, 2015 Board of Health Meeting	<p>Scheduled for June 22, 2015 at 1:00 PM, Commissioners' Chambers at Asotin County Annex.</p>	



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Meeting Adjournment	Meeting was adjourned at 1:47 PM. After all agenda items discussed. Jim Jeffords announced adjournment	
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Final