



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 23, 2016 at 1:00 PM
 Asotin County Courthouse Annex Commissioners' Chambers**

Present: Jim Jeffords (Chair), Brian Shinn, Jim Fuller, Vikki Bonfield, Monika Lawrence, Monika Beauchamp,

Absent:

ACHD Staff: Brady Woodbury, Sundie Hoffman

Public:

The regular Board Meeting was called to order by Jim Jeffords @ 1:03 PM

| Issue / Concern | Discussion | Follow-up / Action |
|---------------------------------------|--|----------------------------------|
| Minutes Approval | | |
| Approval of the 4-25-2016 BOH minutes | Brian Shinn Moved to approve the amended BOH minutes of April 25, 2016 correcting the financial dates to read March not January. Jim Fuller seconded Motion Passed on amended minutes No further discussion | MOTION PASSED Amended minutes |
| Financial Report | | |
| 2016 Financials | Brady Woodbury, Administrator presented: <ul style="list-style-type: none"> April 2016 Financials (based on BOH's requested format). Vikki Bonfield Moved to accept April Financial Report as presented. Monika Beauchamp Seconded. Motion Passed Discussion: Brady Woodbury -the April financials numbers look off from monthly budget due to the second part of the down payment on the purchase of 102 1 st Street Asotin, WA. The second half of the down payment is accounted for in the yearly budget not in April's. | MOTION PASSED |
| Program Statistics | | |
| Agency Stats | Administrator routed year to date stats. Discussion: ACHD does not have an active program or funding for communicable diseases but does do follow up upon doctors request and tracks the statistics. Hep C discussion of the new vaccine and how it is contracted (typically through intravenous drug use). Hep A and Hep B have immunization | |



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| | <p>Discussion of listeria and food recalls at local grocery store. If health adult is affected with listeria they are typically sick for a few days and recovers.</p> <p>Solid waste complaints are usually garbage complaints in private residents. When a neighbor comes in to file the complaint EH will drive by the residence and if garbage is visual from road EH will take a picture and mail out a letter referencing Washington code. We do not have any enforcement authority to give citations. If owner of resident does not comply with WAC code the Sheriff's office has the authority to write the citation.</p> <p>WIC program discussed: Places suggested for outreach; Food bank, Tri-State, Valley Medical, St. Joe. ACHD stated all places have been contacted and provided outreach materials to post in their facilities. According to Washington WIC statistically based on Medicaid applicants we are not reaching over half of eligible mom's and children.</p> <p>Spokane has higher funding available to do more creative outreach such has videos, posters, multimedia. Social Media is a creative, useful, and progressive approach.</p> <p>We brainstormed the satellite offices. One caveat is securing and maintaining a permanent location for a computer station. WIC will not approve a laptop with WIC program installed for security and privacy purposes. There are so many requirements to adhere to that it makes having a satellite office difficult.</p> | |
| Unfinished Business | | |
| | | |
| New Business | | |
| <p>New Employee Performance Review form</p> | <p>Discussed implementation of a new Employee Performance Review form ACHD is starting an employee performance review process that is more organized and more effective. Board presented an employee performance summary opening the announcement and overview up for suggestions and feedback. Jim Fuller stated it is very important to fill out the review honestly, especially if district is having any issues with an employee.</p> <p>Performance reviews will be a requirement to become accredited if in the future we are required to become an accredited health district. NACCHO has the national accreditation program for local health jurisdictions. ACHD has redefined what we have available for programs due to funding cuts. Briefing for new board members as to the history of budget cuts, staff cuts, program cuts.</p> <p>Public health use to be nursing focused public health is not nurse</p> | |



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| | dependent it is now an information source. Foundational public health – EH, Communicable disease, emergency preparedness, | |
| | | |
| Announcements and Reports | | |
| | | |
| Zika Virus updates?? | No new updates of Zika virus. | |
| | | |
| Scheduled Meetings | | |
| June 27, 2016 Board of Health Meeting | Scheduled for June 27, 2016 at 1:00 PM, Commissioners' Chambers at Asotin County Annex. | |
| Meeting Adjournment | Meeting was adjourned at 2:11 PM. After all agenda items discussed. Jim Jeffords announced adjournment | |

Final