

**Asotin County Local Board of Health Meeting  
September 26, 2016 at 1:00 PM  
Asotin County Courthouse Annex Commissioners' Chambers**

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

Absent: Monika Beauchamp

ACHD Staff: Brady Woodbury, Sundie Hoffman, Phil Hagihara

Public:

The regular Board Meeting was called to order by Jim Jeffords @ 1:01PM

<b>Issue / Concern</b>	<b>Discussion</b>	<b>Follow-up / Action</b>
<b>Minutes Approval</b>		
Approval of the 8-22-2016 BOH minutes	Brian Shinn Moved to approve the BOH minutes of August 22, 2016. Monika Lawrence seconded  Motion Passed  No Further discussion	MOTION PASSED
<b>Financial Report</b>		
2016 Financials	Brady Woodbury, Administrator presented: <ul style="list-style-type: none"> <li>• August 2016 Financials (based on BOH's requested format).</li> </ul> Brian Shinn Moved to accept August 2016 Financial Report as presented. Monika Lawrence Seconded.  Motion Passed  Discussion: Brian Shinn complimented ACHD on all the efforts and reorganization to maintain a balanced budget. Monikka Lawrence brought our attention to the misspelling of material on the financials. The BOH also requests that ACHD look into the WAC codes regarding merchant fees for credit cards that are used for payment to ACHD.	MOTION PASSED
<b>Program Statistics</b>		
Agency Stats	Administrator routed year to date stats. Discussion:	
<b>Unfinished Business</b>		
WIC Program-Satellite Office	Discussion: DOH WIC has informed ACHD that they will support us having a satellite office at in Clarkston. Tri-State Memorial Hospital	

Application	remains willing to work with us on providing office space for a satellite office and they are currently working on building remodel and legal recommendations.	
GMC Pick-up status	One official offer for \$1,000. Could not locate title. Applied for new one and are waiting for it to arrive to make sale official.	
<b>New Business</b>		
Proposed 2017 Budget	Discussion:	
Swallows Park	BOH asked the ACHD look into composing a letter to the Army Corp of Engineer and a public announcement that condemns the water at Swallows Park as hazardous to humans and pets.	
<b>Announcements and Reports</b>		
Zika Virus updates	Discussed Zika virus is actively transmitting in Florida and likely to occur in Gulf States. Washington state unlikely to receive much funding; waiting to see if nationally there will be any cuts to PHEPR funding that could potentially affect 2018 PHEPR budget.	
West Nile Virus Updates	One new human case in Benton County. Nine human cases in the year—all in Eastern, WA—Benton, Spokane, Walla Walla, Whitman, Yakima. Twenty five equine—usually un-vaccinated or under-vaccinated. One Bird sample and Ninety five mosquito samples.	
Financial Audit from DOH—PHEPR, MCH, WIC	Occurred last week. Audit was a success. Complimentary to our fiscal standards and organization. Only suggestion was to develop a policy for contracting with outside services.	
<b>Scheduled Meetings</b>		
October 24, 2016 Board of Health Meeting	Scheduled for October 24, 2016 at 1:00 PM, Commissioners' Chambers at Asotin County Annex.	
Meeting Adjournment	Meeting was adjourned at 2:18 PM. After all agenda items discussed. Jim Jeffords announced adjournment.	