



# 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  
 October 24, 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, Diane Rousseau

Public:

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

Issue / Concern	Discussion	Follow-up / Action
<b>Minutes Approval</b>		
Approval of the 9-26-2016 BOH minutes	Vikki Bonfield Moved to approve the BOH minutes of September 26, 2016.  Jim Fuller 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>• September 2016 Financials (Financials are based on BOH's requested format).</li> </ul> Jim Fuller Moved to accept September 2016 Financial Report as presented. Monika Lawrence Seconded.  Motion Passed  No Further Discussion	MOTION PASSED
<b>Program Statistics</b>		
Agency Stats	Administrator routed year to date stats. Discussion: Diane Rousseau informed the BOH that Zika testing was requested to be done on a young lady who is recently pregnant after visiting Puerto Vallarta.	
<b>Unfinished Business</b>		
WIC Program-Satellite Office Update	Discussion: TSMH has agreed to provide a site for the clinic. ACHD Administrator met with TSMH to discuss overarching agreement. Still working on details. WIC staff will tour clinic this week. Initial goal to try to be ready to open by December 1, 2016—dependent upon several factors beyond ACHD control—remains the goal.	



# 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

	<p>Clinic will be in former Dr. Greggain’s building and is located behind the grocery store, just off of Fleshman Way. There will be a shared waiting room and another small office. The office will be exclusively for our use and will lock so we can leave our equipment.</p> <p>TSMH has been willing to partner with ACHD on multiple needs; such as immunizations and ACHD badges.</p> <p>Jim Jeffords stated that once this transition is accomplished the Board should produce a letter recognizing their generosity. Board agreed.</p>	
<p>Preliminary 2017 Budget discussion (2<sup>nd</sup> reading)</p>	<p>2017 Preliminary budget discussion as presented in handouts. Discussion:</p> <p>ACHD tries to mirror the county’s COLA and that the increase for benefits will be at the highest estimated rate.          2017 budget includes increased hours for Kate, the WIC Clerk.</p> <p>Jim Jeffords states the county is looking into a 2% COLA .</p> <p>Jim Jeffords notes that the projection of a hit on reserves is not sustainable if continued to spend from this account. Board recognizes that ACHD has ended in the black in the year 2016 without the budgeted use of reserves.</p>	
<p><b>New Business</b></p>		
<p>BOH meeting time</p>	<p>Monika Beauchamp has requested to change the meeting time to 2:00 p.m.          Discussion included that the current time format works best for the most Board members and Health District employees. If a time change is made it will impact more than one other Board member and Health District staff ability to attend. Brian Shinn Motion to keep BOH meeting the same time going forward (Fourth Monday of each month at 1:00p.m.)          Jim Fuller seconded          No further discussion.</p>	<p>MOTION PASSED</p>
<p>Environmental Health Issues and Updates</p>	<p>Phil Hagihara to discuss several EH issues—</p> <ol style="list-style-type: none"> <li>1. New Food establishments</li> <li>2. OSS Permit Violation 3425 Skyline Drive</li> <li>3. ACHD Solid Waste Policy</li> <li>4. ACHD Pools guidance</li> <li>5. Goose Report</li> <li>6. Asotin County Well Reports</li> </ol> <p>Phil Hagihara of ACHD Addressed the BOH regarding, 3425 Skyline Drive Clarkston WA. Patrick Jensen’s property. Currently as of last week the reserve area has been graded and they are currently driving/parking over the area, which are both violations to the permit.</p> <p>Phil is seeking the advice of the board on how to proceed with consequences. Cease and desist building or notice that when/if the current drain field fails Jensen will have to vacate the property until city</p>	



# 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

	<p>sewer is installed.</p> <p>Board requested that we have Michelle Fossum, ACHD attorney review the letter that ACHD will send to Mr. Jensen.</p> <p>The current septic system original date is in the 1970's with a probability of future system failure.</p> <p>Board suggested that the letter to Mr. Jensen also contain a clause stating that ACHD will not authorize a "holding tank" for future septic/sewage issues that result from current system's future possibility of failure and current disregard for details of permit.</p> <p>Board also requested that notification letters be sent to adjoining neighbors informing them of permit violation and future consequences, for their awareness and for disclosure.</p> <p>Letter needs to be transparent regarding letting the adjoining neighbors and anyone else who may be affected by the failure of the system know about these violations.</p> <p>Notify Mr. Jensen that he is in violation of his permitting and we are seeking the advice of our attorney of any further action. The letter needs to be reviewed by ACHD attorney.</p> <p>Other EH business discussed:</p> <ul style="list-style-type: none"> <li>- Non-conforming lot sizes</li> <li>- Food Establishments; Phil has not inspected all restaurants his focus has been on high risk temp permits.</li> <li>- Solid Waste; how EH enforces solid waste, working on landfill issues in 2017 working with ecology on updating the permit. D&amp;N landfill. What constitutes beneficial use? Still putting waste in the property. They were supposed to stop all landfill activities in 2006. Inert waste is noncombustible waste.</li> <li>- Pools guidance –Resort upriver has a commercial pool. That needs permitted and inspected. Need follow-up information.</li> <li>- Shared for well use in new group developments. Ecology backed out of being responsible for well use. Group B's are permitted wells. Personal use wells do not need to be permitted up to a certain level of use.</li> </ul>	
<b>Announcements and Reports</b>		
<p>Swallows Beach water quality discussion</p>	<p>Discussion: (additional to what is discussed under EH issues)</p> <ul style="list-style-type: none"> <li>- Goose Report- impact of geese on local swimming areas. Limited evidence of people contracting communicable disease from geese. There is the potential for E.coli ingestion but not likely. Address the letter from the ecology measurement stand point. The letter needs to reflect corrective action not just a closure of the area.</li> <li>- Brady will generate a letter to be signed by the board members.</li> <li>- There is a spot on the committee for a zoonotic person.</li> </ul>	
<p>Credit Card Fee question</p>	<p>Shared Shannon's emailed answer to credit card charges</p> <p>Transaction fee per RCW: we are not prohibited for paying merchant fees. We receive approx. one transaction a week. Calculate the fee</p>	



# 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

	structure and bring to the board.	
Asotin County Jail Nurse	<p>Discussion:</p> <p>Jim from Asotin County jail has sought ACHD's assistance for nurse accommodations at the Asotin County Jail.</p> <p>ACHD financially cannot support a nurse for the jail.</p> <p>Board discussed the feasibility of funding for the jail to hire a nurse.</p> <p>Asotin County Jail is in need of a nurse to assist with, diabetes testing and dispensing medications. Board suggested meeting with ACHD, Jail, Sheriff and Commissioner.</p>	
GMC Pickup update	<p>Original top (only) bidder has stopped responding to text messages.</p> <p>Administrator informed him that ACHD will look to other interested parties if he is no longer interested after 2 weeks of non-response.</p> <p>Asotin city resident has expressed interest and a message is pending.</p>	
Public Health Is Essential	Public Health Is Essential Campaign: Watched video regarding this campaign.	
<b>Scheduled Meetings</b>		
November 28, 2016 Board of Health Meeting	Scheduled for November 28 <sup>th</sup> , 2016 at 1:00 PM, Commissioners' Chambers at Asotin County Annex.	
Meeting Adjournment	Meeting was adjourned at 3:00 PM. After all agenda items discussed.	