



# 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 22, 2018 at 1:00 PM  
 Asotin County Courthouse Annex Commissioners' Chambers**

Present: Jim Jeffords (Chair), Monika Lawrence (Vice Chair), Chris Seubert, Brian Shinn, Vikki Bonfield, Skate Pierce

Absent:

ACHD Staff: Brady Woodbury, Shannon Jones, Dr. Robert Lutz

Public: None

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 09-24-2018 BOH minutes	Vikki Bonfield Moved to approve the BOH minutes of August 27, 2018. Brian Shinn Seconded Motion Passed Unanimously No Further discussion	Motion Passed
<b>Financial Report</b>		
2018 Financials	Actual September net revenue <\$14,305>, budgeted <\$20,431>, variance \$6,126. Actual YTD net revenue \$78,993, budgeted \$57,408, variance \$21,585 Expenditure variances due to: <ul style="list-style-type: none"> <li>• Unexpected employee resignation cash out, and</li> <li>• Retired employee cash out increased expenses</li> <li>• Overage in supplies is off-set by under expenditure in Capital Outlay. Cost of items did not meet Capital Exp threshold.</li> </ul> Chris Seubert Moved to approve August 2018 Financials as presented. Skate Pierce Seconded Motion passed Unanimously No Further discussion	Motion Passed
<b>Program Statistics</b>		
Agency Stats	Administrator routed year to date stats.  <b>WIC</b> No increase from Aug to Sept but Aug numbers maintained. WIC Monitor said we are only 3 of the offices in WA to grow our numbers and only one in the state that has a caseload growth above 10. Increase due to constant contact with clients and double booking to plan for no shows.  <b>Communicable Disease:</b> Staff received training for Communicable Disease data input into new state system by personnel from Spokane County Health Dist (SCHD). ACHD's Receptionist is entering our data and hope to have task completed by November 2018 BOH meeting. Administrator is not	



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	<p>analyzing the numbers at this point in time, but if there is a red flag, SCHD staff will alert ACHD so issue can be properly address.</p> <p><b>Solid Waste:</b>          Missing #s due to Administrator's &amp; Environmental Health Specialist's training absences. Will present September and October stats in November's BOH meeting.</p>	
<b>Unfinished Business</b>		
<p>Foundational Public Health Services Funding Update</p>	<p>Working on partnering with DOH to have a strong ask for next biennium. That number focuses on what has been deemed the most critical, according to the recent 2018 Assessment—those areas are communicable disease and environmental health and the capabilities that support those programs, as well as assessment. This number is \$295 Million per biennium. Based on this and the State generating significantly more in revenue than projected, the possibilities of receiving additional funding seems good, which is reflected in the 2019 Budget.</p>	
<p>Needle Exchange Program Application</p>	<p>Needle Exchange project grant application was submitted to Lewis Clark Valley Health Foundation, but no word of award as of today's meeting.</p> <p>District is working with Blue Mountain Heart to Heart out of Walla Walla, on scheduling their needle exchange mobile trailer to be at ACHD once monthly starting November 1<sup>st</sup> (previously approved by BOH). Administrator spoke with Asotin County Sherriff support of program. It is understood that he and his Officers will not use program as surveillance to pick up individuals with outstanding warrants. However, if an individual presents they are obligated to perform their duties.</p>	
<b>New Business</b>		
<p>Medical Officer, Dr. Lutz's Q&amp;A Session</p>	<p>Dr. Lutz was present to answer any question about any topic the BOH might have:</p> <ul style="list-style-type: none"> <li>• Dr. intends to meet with CEO of Tri-State Hospital to build relationship and obtain a better understanding of potential partnerships.</li> <li>• Dr. stated that the Needle Exchange Program (NEP) is a positive program to reduce risk of spreading communicable diseases. SCHD also uses it as an education and vaccination opportunity. Vikki Bonfield encouraged Administrator to consider this opportunity for our local program as well.</li> <li>• According to Dr., Governor has begun a task force to eradicate Hep C, in WA State by 2030. Often people have Hep C and don't even know it. Treatment is expensive.</li> <li>• Brian Shinn would like to have a better understanding of the communicable diseases the State and District tracks. Dr. agreed to provide specific information for each at future BOH meeting. In the meantime, Dr. stated:             <ul style="list-style-type: none"> <li>○ Hep A is the reason to have effective Environmental Health Safety Program as it is a virus is transmitted primarily by the fecal-oral route; that is when an uninfected person ingests food or water that has been contaminated with the feces of an infected person. ... Waterborne outbreaks, though infrequent, are usually associated with sewage-</li> </ul> </li> </ul>	



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	<p>contaminated or inadequately treated water. Usually has a short life.</p> <ul style="list-style-type: none"><li>○ Hep B virus enters the body of a person who is not infected. ... Birth (spread from an infected mother to her baby during birth) Sex with an infected partner. Sharing needles, syringes, or drug preparation equipment. Virus can last on surface for a number of hours. Can be acute (minor symptomatic and body sheds it usually within 6 months), or chronic if lasting more than 6 months. Treatment requires a series of shots.</li><li>○ Hep C is <b>transmitted</b> or spread when the blood from a Hepatitis <b>C</b>-infected person enters the bloodstream of someone who is not infected. Today, most people become infected with <b>HCV</b> by sharing needles or other equipment to inject drugs. #1 cause of liver cancer. The Twinrix shot is a form of treatment. It is recommended that everyone born between 1945 and 1965 be screened for Hep C.</li></ul> <ul style="list-style-type: none"><li>● Skate Pierce asked Dr. if he knew of anyway to prevent child overdoses. Dr. stated that Narcan (<b>naloxone</b>), considered to be very safe, is an <b>opioid</b> antagonist used for the complete or partial reversal of <b>opioid</b> overdose, including respiratory depression. Narcan is also used for diagnosis of <b>suspected</b> or known <b>acute opioid</b> overdose and is proven to save lives similar to using epinephrine with an allergic reaction. WA State is one of 40 states that makes it available over-the-counter so pharmacies can dispense drug without a prescription. Dr. stated that if the Omnibus bill would have been passed, CDTA between the State and pharmacies throughout the State would have been common, but it didn't pass. Currently, Dr. has Controlled Drug Treatment Agreement (CDTA) with Yokes Pharmacy allowing specifically trained Pharmacist to dispense specific drugs to patients under Dr.'s license. Upon BOH approval Dr. is willing to work with Administrator and local pharmacies to develop CDTA to provide similar service. Similar service could also be provided at the Needle Exchange encounter along with education. Narcan can be administered intramuscular in thigh or nasal. Kits come with instructions and verbal instruction is provided when kits are given out. Dr. believes that people utilizing the NEP are more likely to need Narcan than those who seek it from a pharmacy. DOH bears cost of Narcan when obtained through NEP. The individual, or their insurance, covers cost if dispensed at pharmacy. After much discussion regarding the distribution of Narcan and the NEP, the consensus was that the ultimate goal is not to promote destructive or unhealthy life styles, but to stop the spread of diseases and to save lives. The BOH would like to look deeper into this issue and possibility of establishing local CDTAs, and supports the idea as a phased-in approach. Dr. and Administrator will work on issue and addressed topic at November 2018 BOH meeting.</li><li>● Administrator indicated that Wasem's Pharmacy has an agreement with WA State to provide STD antibiotic without a prescription.</li><li>● Dr. stated that in WA State Pharmacists actually have a latitude to dispense certain drugs, i.e. life-saving drugs, under certain circumstances without a prescription.</li><li>● Dr. recently attended American Society of Addiction Medicine and</li></ul>	
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	<p>shared:</p> <ul style="list-style-type: none"> <li>○ Fentanyl is creeping its way into the Spokane area.</li> <li>○ Cocaine is on the rise again.</li> <li>○ When cannabis became legal, there was a peak in youth use, but is beginning to drop, except the use of cannabis in e-cigs which creates a high and in some cases cannot be detected by smell.</li> </ul> <ul style="list-style-type: none"> <li>• Administrator shared that one device for using cannabis in e-cigs is called a JUUL, which is as big as a thumb drive and looks like a thumb drive.</li> </ul>	
<p>Refinancing Options</p>	<p>The ACHD building at 102 1<sup>st</sup> St in Asotin was originally purchased/financed using an owner contract with a required cash-out within 10 years. With the rising cost of lending due to recent and projected increase in interest rates, District believe it prudent to begin seeking commercial lending and lock into the lowest interest rate possible. BOH unanimously agreed.</p> <p>Monica Lawrence asked if we considered moving back to Clarkston. Administrator said we might be able to increase WIC days at the LC Early Learning location, but we haven't considered moving the entire District. Fiscal Administrator added that before moving Asotin, District tried very hard to find a location in Clarkston and proposed 4-5 options to the BOH, who went with the most affordable and financeable option. By choosing the Asotin building, the District cut lease and utility costs considerably. It is also convenient to be near other county offices saving on travel time and fuel.</p> <p>Jim Jeffords asked Dr. Lutz about satellite offices in Spokane. Dr. said they only have WIC satellite services, and that clients often drive a considerable distance, some up to an hour, to receive health district services. Point being, a five mile drive from Clarkston to Asotin is a short distance when compared to other areas.</p>	
<p>Fiscal Monitoring &amp; Procurement Policy</p>	<p>A Department of Health Fiscal Monitor completed its Consolidated Contract Fiscal Monitoring Audit in September 2018 and published report which was sent via email to all BOH members. Fiscal Monitor was impressed with accounting practices. Only recommendation was to adopt a Procurement Policy consistent with Title 2 Code of Federal Regulation (CFR), Section 200. Policy was developed, reviewed and approved by Fiscal Monitor during visit. District is asking approval of Procurement Policy today.</p> <p>Vikki Bonfield Moved to approve Procurement Policy.          Monica Lawrence Seconded          Motion passed Unanimously          No Further discussion</p>	<p>Motion Passed</p>
<p>2015 – 2017 WA State Auditor's Audit</p>	<p>District's WA State 2015 – 2017 begins today and expected to wrap up around November 8, 2018. One of the focuses of audit will be "conflict of interest". There are some unique requests of information being asked of BOH members and staff with relation to owned or affiliated businesses this audit cycle. BOH members will provide confidential information to Administrator or Fiscal Administrator who will</p>	



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	<p>communicate to Auditor via secured site.</p> <p>Risk Assessment Teleconference scheduled at 10:30 AM on Tuesday, October 23, 2018 between Auditor, Fiscal Administrator, and Jim Jeffords, Chair.</p> <p>Entrance Conference is scheduled for October 31, 2018 at 1:00 PM, tentative location is the City of Asotin conference room.</p>	
2019 Budget 1 <sup>st</sup> Read	<p>Recap and line-item detail 2019 budget worksheets provided to all BOH members. Fiscal Administrator reviewed each item on Recap sheet and addressed areas of budget with notable differences, then opened the floor for comments and questions.</p> <p>Jim Jeffords stated the County is considering a 2.0% COLA, not a 2.5% as budgeted. Change will be made accordingly for 2nd Budget Read at the November BOH meeting.</p> <p>No further questions at this time, but likely once members have had opportunity to review detail more thoroughly.</p>	
<b>Announcements and Reports</b>		
Truth in Vaping Training	<p>District / Public Health is offering free training regarding Truth in Vaping and Administrator is personally inviting BOH members. It is November 13, 5 – 7 PM @ Quality Inn, Clarkston. Brian Shinn &amp; Jim Jeffords will be attending.</p> <p>Vikki Bonfield suggested we send it to the schools and ask them to do a mass email to parents.</p>	
WOSSA Training	<p>Administrator attended another on-site sewage class and is registered for another training in March 2019. He hopes to take OSS exam by middle of next year. Test has a 19% pass rate 1<sup>st</sup> round. Brady is scheduled to go to NE Tri-County to observe their program within the next 30-60 days.</p>	
Executive Session	<p>At 2:30 PM, Executive session called to discuss personnel matter – Administrator's Annual Performance Evaluation.</p> <p>Executive session ended at 3:04 PM.</p>	
<b>Scheduled Meetings</b>		
November 26, 2018 Board of Health Meeting	<p>Scheduled for November 26, 2018 at 1:00 PM, Commissioners' Chambers at Asotin County Annex.</p>	
Meeting Adjournment	<p>Meeting was adjourned at 3:06 PM. After all agenda items discussed.</p>	