



Asotin County Public Health District

102 1st Street - P.O. Box 306 - Asotin, Washington 99402
 Office: (509) 243-3344 - Fax: (509) 243-3345
www.AsotinCountyPublicHealth.org

Asotin County Local Board of Health Meeting January 25, 2021 at 1:04 PM

Present: Monika Lawrence (Chair), Brian Shinn, Chris Seubert, Chuck Whitman, Skate Pierce,
 Absent: Lori Loseth
 ACHD Staff: Health Officer Dr. Lutz, Administrator Brady Woodbury, Public Health Educator
 Sundie Hoffman, Fiscal Administrator Shannon Jones, Collin Jurries
 Public:
 The regular Board Meeting was called to order by Monika Lawrence at 1:04 PM

Public Comment:

Topic	Discussion	Action / Follow-up
Public Comment		
Minutes Approval		
Approval of the 12-28-20 Regular BOH Meeting Minutes	<p>Brian Shinn Moved to approve December 28, 2020 Regular BOH Meeting Minutes as submitted. Meeting was held in person with Zoom connectivity.</p> <p>Chuck Whitman Seconded</p> <p>Motion passed Unanimously with no further discussion.</p> <p>Not a special BOH meeting it was a regularly scheduled meeting</p>	Motion Passed
Financial Report		
December 2020 Financials	<p>Actual December 2020 net revenue <\$148,102>, budgeted <\$33,494>, variance <\$114,608>. Year to date variance \$1,864 net revenue.</p> <p>Largest contribution to month variance is due to unbudgeted COVID19 funding and related expenses. See Budget vs. Actual Recap for details by BARS code category and for year-to-date figures and variance explanations.</p> <p>Complete monthly Transaction Detail report provided to members of Board. Following are account balances:</p> <p>The funds that were to expire on the Dec 30, were spent to 0 dollars We have 8 sources of funds for COVID CARES dollars 75% of those dollars went back to the community Monika will sign the hard copy after the meeting today at her office</p>	



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	<table border="1"> <thead> <tr> <th colspan="2">FUND BALANCES</th> </tr> </thead> <tbody> <tr> <td>Treasurer's Health District ER&R (656.000)</td> <td style="text-align: right;">\$18,279</td> </tr> <tr> <td>Treasurer's Health District (657.000)</td> <td style="text-align: right;">\$153,050</td> </tr> <tr> <td>Treasurer's Health District Audit Acct (657.001)</td> <td style="text-align: right;">\$24,900</td> </tr> <tr> <td style="padding-left: 20px;">Less Encumbered Leave Accrual Liability</td> <td style="text-align: right;">(\$40,669)</td> </tr> <tr> <td>Total Unencumbered Balances in Funds</td> <td style="text-align: right;">\$155,560</td> </tr> <tr> <td>Imprest Accounts (Expense, Sweep, Petty Cash)</td> <td style="text-align: right;">\$46,323</td> </tr> <tr> <td>Total Balance All Accounts</td> <td style="text-align: right;">\$201,882</td> </tr> </tbody> </table> <p>Skate Pierce Moved to approve December 2020 Financials as presented.</p> <p>Chuck Whitman Seconded</p> <p>Motion passed unanimously with no further discussion.</p>	FUND BALANCES		Treasurer's Health District ER&R (656.000)	\$18,279	Treasurer's Health District (657.000)	\$153,050	Treasurer's Health District Audit Acct (657.001)	\$24,900	Less Encumbered Leave Accrual Liability	(\$40,669)	Total Unencumbered Balances in Funds	\$155,560	Imprest Accounts (Expense, Sweep, Petty Cash)	\$46,323	Total Balance All Accounts	\$201,882	Motion Passed
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<p>December 2020 Payroll Expenses Approval</p>	<p>In accordance with Chapter 42.24 RCW, the December 2020 Draw Pay Register Packet PYPKT03973 in the Employer Amount of \$273.87, and Payroll Detail Register Packet PYPKT03988, in the Employer amount of \$54,298.06, for a total Employer payroll amount of \$54,571.93.</p> <p>processed by the Asotin County Auditor's Office, based on approved time sheets entered into Tyler Tech Payroll Module by the Asotin County Public Health District's Fiscal Administrator, based on District's on-line electronic time sheets maintained daily by each employee and approved weekly by Supervisor(s) or Administrator, is approved.</p> <p>Detail Register Payroll Summary for draw pay and monthly payroll packets provided. Increase due to overtime costs related to COVID activities and cash out of Floating Holiday, vacation and sick time exceeding maximum accrual to VEBA for Administrator.</p> <p>Skate Pierce Moved to approve the December 2020 Draw Pay and monthly Payroll Detail Register Packet as noted above.</p> <p>Chris Seubert Seconded</p> <p>Motion passed unanimously with no further discussion.</p>	Motion Passed																
<p>January 2021 Expense Voucher Approval – Monthly Expenses Including COVID Costs</p>	<p>In accordance with the adopted Purchasing Policy, Procedure & Approval Process, the January 2021 voucher/warrant packet # APPKT04140, Voucher # 251, in the amount of \$26,758.40, as presented, is approved. Payment may be processed by the Asotin County Auditor's Office to replenish the Asotin County Public Health District's revolving Imprest Expense Account before the end of the month.</p>																	



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	<p>Copy of Expense Voucher presented at Board meeting detailing all expenses included for reimbursement.</p> <p>Skate Pierce Moved to approve the December 2020 Expense Voucher as presented</p> <p>Chris Seubert Seconded</p> <p>Motion passed unanimously with no further discussion.</p>	<p>Motion Passed</p>
Program Statistics		
Unfinished Business		
New Business		
<p>COVID-19 Update - Asotin County</p>	<p>1/24/21 zero cases, 176 / 100,000 Today 4 cases. No hospitalizations.</p> <p>Regional numbers are on the Roadmap To Recovery website. We are meeting two metrics as a region. Our trend in hospitalizations is 0. Our trend is going down. The test positivity rate 21% in our region. Our rate is probably less than 10%. There has been some assistance from Walgreen's, and they are starting today at the LTC facilities. They will get their second on Feb 2, 2021. At Prestige only 44% staff accepted the vaccine. They even raffled a tv to encourage staff to get the vaccine. They cannot require staff to take the vaccination, but they can require the staff implement other precautionary measures. They have scheduled out 3,000 vaccine appointments. Right now Tri-State is able to give out all the vaccine they are getting. We hope more staff continue to receive doses.</p> <p>We are trying to get Clarkston and Asotin School staff vaccinated through the same program as Lewiston at the CHAS clinic. Asotin School will get 24 staff out of 96 will get the vaccine less than 50% of staff are willing to receive the vaccine. Many teachers have stated they want to wait to get the vaccine so it will go to someone who needs it more than they do; and many just don't trust the vaccine.</p> <p>We have found the B11 variant COVID strain in Washington. There is cause for concern but no need for alarm. Moderna stated that their vaccine will protect against this strain. We could very well see our cases increase based on the activities of the New Year's holiday. Multiple samples of the UK variant.</p> <p>Monika, called TSMH. They ask people to leave a message they are</p>	



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	<p>three weeks out for making appointments.</p>	
<p>On-Site Septic Policy Updates</p>	<p>We are having challenges on the OSS program. Collin Jurries is doing an outstanding job. He has received ~ 40 As-builts. We have a big issue with the allowance of the homeowners to be their own designers of their septic systems. We do not have any licensed designers in our county other than licensed engineers.</p> <ul style="list-style-type: none"> - Homeowners find their installers and usually will go with the cheapest. They turn in low quality application, they give us low quality as-builts. When designers do the work we get better quality designs and follow through. Often the homeowner signs off on an installers design and they have not even seen their system. They are relying on the installer to be the professional. <p>Proposed Policy Change for OSS</p> <ol style="list-style-type: none"> 1. Installers fail to renew in one calendar year they will be required to retake the installer test proving they know and understand most recent Washington Code. This will help to ensure the person installing will account for multiple WAC rules when designing the systems. 2. Asotin County will proctor 2 installers tests a year as needed- once at the beginning of year and one at the end of the year. 3. Clarifying what a resident owner is who designs their own system. We need this in policy. 4. Applications will be reviewed twice if it fails, they will be required to hire a licensed designer. <p><i>Brian-</i> the only issue I have an issue with is only two tests per year. We have twelve months a year having a test quarterly seems more reasonable. Have the homeowner signoff that they are the designer of the system. The homeowner should do this with the understanding of they are signing off under penalty of law.</p> <p><i>Chuck-</i> Do we have a list of current installers? Are we going to give a grace period for the implementation of the new policy? One year grace period for implementation of these new rules seems reasonable.</p>	<p>Motion entertained pending the discussed changes move to approve the policy changes as presented with the exception with the two amendments</p> <p>Skate motion Chuck second Motion Passed</p> <p>Make a motion to amend to six months grace period.</p> <p>Notice will go out with 2021 permits</p> <p>Skate</p>



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		<p>motion for 6/months Chuck 2nd Motion Passed</p>
<p>Parking Lot Lease Agreement</p>	<p>The original discussion of lease agreement was October 2019 BOH meeting. The BOH approved by consensus to do this. It was not signed pending county attorney and public works director review it. Motion to approve pending approval of prosecutor attorney Motion to approve Brian Shinn to approve parking lot lease agreement Chris Seubert second as to form approval PA No other discussion</p>	<p>Motion Passed</p>
<p>HB & SB for Public Health Funding & Regionalization Informational Update</p>	<p>Public Health 101 For funding public health statewide. SB the governor has found a senator to move this bill forward. WASPHO is against regionalization. They are wanting to regionalization and fund us. We would have to regionalize with a larger county like Spokane or Tricities. The counties will have to help pay for local health. Taxing all insured person 3/person per/month. WASSAC is in opposition WASLPHO does not want to be removed from the discussions they are saying they will remain neutral.</p> <p>The sponsoring representative has used our words for foundational funding to push this bill. LHJ, DOH, and WASLPHO were not put forward that partnership and pushed this forward to GOV. This did not come as an official recommendation from State Department of Health.</p> <p>The BOH agrees that they are opposed to regionalization and support Brady to tell WASLPHO that they should represent us.</p>	
<p>Election of Board of Health Officers and BOH/LHJ 101</p>	<p>Nominations Brian Shinn nominates Chuck Whitman to be Chair Skate Seconded Motion Passed</p> <p>Vice Chair Chris Seubert nominates Lori Loseth for Vice Chair Brian Shinn Second</p>	<p>Motion Passed</p>
<p>Announcements and Reports</p>		
<p>Procedure for</p>		



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Reimbursement Review		
Executive Session		
Scheduled Meetings		
Meeting Adjournment	Monika Lawrence adjourn meeting at 2:23 PM, after all agenda items discussed.	
