



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 July 26, 2021 at 1:02 PM

Present: Monika Lawrence (Chair), Chris Seubert, Chuck Whitman, Skate Pierce, Brian Shinn

Absent: Lori Loseth

ACHD Staff: Administrator Brady Woodbury Public Health Educator Sundie Hoffman,
 Health Officer Dr. Robert Lutz, Receptionist/CI-CT Peggy Beyerlein

Public:

The regular Board Meeting was called to order by Chuck Whitman at 1:02 PM

Public Comment:

Topic	Discussion	Action / Follow-up
Public Comment		
Minutes Approval		
Approval of the 6-28-21 Regular BOH Meeting Minutes	<p>Skate Pierce Moved to approve June 28, 2021 Regularly scheduled BOH Meeting Minutes as submitted. Meeting was held in person with Zoom connectivity.</p> <p>Brian Shinn Seconded</p> <p>Motion passed Unanimously with no further discussion.</p>	Motion Passed
Financial Report		
	<p>Select a Name Seconded</p> <p>Motion passed unanimously with no further discussion.</p>	



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<p>June 2021 Payroll Expenses Approval</p>	<p>In accordance with Chapter 42.24 RCW, the June 2021 Draw Pay Register Packet XXX in the Employer Amount of \$350.37, and Payroll Detail Register Packet XXX, in the Employer amount of \$xx,xxx.xx, for a total Employer payroll amount of \$53,271.98. 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.</p> <p>Skate Pierce Moved to approve the June 2021 Draw Pay and monthly Payroll Detail Register Packet as noted above.</p> <p>Monika Lawrence Seconded</p> <p>Motion passed unanimously with no further discussion.</p>	<p>Motion Passed</p>
<p>July 2021 Expense Voucher Approval</p>	<p>In accordance with the adopted Purchasing Policy, Procedure & Approval Process, the July 2021 voucher/warrant packet # APPKT04 729, Voucher # 256, in the amount of \$11,022.86 , 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> <p>Copy of Expense Voucher presented at Board meeting detailing all expenses included for reimbursement.</p> <p>Skate Pierce Moved to approve the July 2021 Expense Voucher as presented</p> <p>Brian Shinn Seconded</p> <p>Motion passed unanimously with no further discussion.</p>	<p>Motion Passed</p>
<p>Program Statistics</p>		



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Unfinished Business		
New Business		
COVID Case Uptick Potential Personnel Issue in Executive Session	<p>Presentation and Discussion by Dr. Lutz -Presentation was an update of efficacy of vaccines, Washington State Vaccine Rates and Asotin County vaccine Rates.</p> <p>Board agrees to produce a statement to the public with regard to local vaccine rates and encourage our community to participate.</p>	
Announcements and Reports		
	<p>Monika Lawrence reminded the Chair that he is not the employer of The Health District's Administrator. The role of the Chair of the Board is an elected position by the Board and it's function is to be the point of contact for every board member on board issues. Requested tasks or concerns should come from the collective Board of Health to the Administrator.</p>	
Executive Session	<p>Personnel discussion executive session entered 1:34 adjourned 1:45 - No actions or motions followed</p>	
Scheduled Meetings		
Next Meeting	1:00 PM August 30, 2021 Asotin County Commissioners' Chambers	
Meeting Adjournment	<p>Chuck Whitman adjourned meeting at 1:45 PM, after all agenda items discussed.</p>	

Meeting minutes taken by: