

**BOARD OF HEALTH MINUTES  
REGULAR MEETING  
Wednesday, October 16, 2013**

**MEMBERS PRESENT:** Dorothy Bergin, Leo Jenkins, Wes McCart, Brad Miller, Steve Parker, Shirley Sands, Karen Skoog

**ABSENT:** Mike Blankenship, Mike Manus

**STAFF PRESENT:** Samuel Artzis, M.D., Andy Braff, Dale House, Judy Hutton, Kelly LeCaire, Sandy Owen, Matt Schanz, Dave Windom

**CALL MEETING TO ORDER:** Chairman Shirley Sands called the meeting to order at 10:10 A.M. A quorum was present.

**INTRODUCTIONS:** Introductions were made be all.

**CONSIDERATION OF MINUTES:** Wes McCart moved and Brad Miller seconded the motion to approve the minutes of July 17, 2013, regular Board of Health meeting. Motion carried.

**CORRESPONDENCE AND INFORMATION:** Thank you note from the WIC Program monitor to Erin Zawadzki for the outstanding and much improved recent program audit.

**PUBLIC APPEARANCES:** No public appearances were pre-registered.

**ADDITIONS OR CHANGES TO AGENDA:** An award presentation to Erin Zawadzki at 11:30 A.M.

**GROUP B WATER SYSTEM:** Matt Schanz gave an overview of the Group B public drinking water systems rules that the Washington State Board of Health adopted. The changes to the rules become effective January 1, 2014 and will impact existing systems and any new systems in the future within Ferry, Pend Oreille and Stevens Counties. The Health District published media releases and mailed information to 283 existing Group B water systems in August, 2013 containing information on changes, how owners/operators could provide input and a schedule of workshops. Matt noted that many of the packets mailed out were returned due to lack of updated mailing information. Matt said workshop attendance was decent, except for Loon Lake, where no one attended. Based on input from meeting comments and through an analysis of program implementation, Matt is recommending the adoption of a local rule.

Matt Schanz explained that all one (1) and two (2) connection systems would be excluded from Group B system requirements unless we decide to include them in our local rule. An example would be a church that serves many members but only once per week would be excluded in the new rules. Brad Miller talked about the potential for unsafe water if churches and grange halls are exempt. Steve Parker said we shouldn't go into areas that the State has left alone and suggests leaving them until manifested. Wes McCart asked if churches were tested in the previous rule. Wes agrees that if the State is no longer including them, we shouldn't be including them at the local level. Wes said he is not comfortable adopting local rules that are different from the State without holding a hearing and the decision to hold a hearing should be left up to each county to decide. Matt said the process would be exempt from State Environmental Policy Act (SEPA) requirements. Wes said we don't want SEPA. Brad agrees that we should have hearings. Wes suggested possibly having a joint hearing. Steve said we should give the public an additional chance to give input since it appears that only a small percentage of people attended prior meetings. Matt said this has been an ongoing process for a long time and remembers Group B systems being surveyed back in the early 2000's. A Legislative report that came out did demonstrate that there were problems with Group B systems. He said there should be some level of expectation that any water supply that serves the public is at least potable for one (1) or two (2) connection systems. This would be costly especially for grange halls that are already struggling financially. Currently, when a grange hall applies for a temporary food permit for an event, we recommend having a bacteriological water test done prior to the event. Brad said we need to minimize the hassle for people while still protecting the public. Steve said since most of the mail was returned due to incorrect contact information, the first step should be to get updated information in order to get suggestions. Steve gets leery when adding significant costs. He would rather have the people be the decision makers instead of us imposing rules. Steve said since there hasn't been any type of outbreak in the past twelve (12) years that Matt was aware of, we shouldn't look for solutions until there is a problem. Wes said it seems that Matt has some uncertainty with parts of the local rule draft and yet you are asking the Board to make the decision right now. Wes suggested a couple of Board members help Matt develop a draft that will be sent to all Board members. Comments and concerns need to be addressed before the draft goes to the hearings. Matt will give some more thought to one (1) and two (2) water connections to cause as minimal impact as possible. It was agreed that Steve Parker and Brad Miller will help with the draft. Matt will get a draft document done in the next 2-3 weeks and will send it to Steve and Brad for comment and then to Board members for further comment.

**EXECUTIVE SESSION:** Shirley Sands stated that Wes McCart has requested an additional executive session to discuss a personnel matter per RCW 42.30.110 (g) directly following the first session. The Board adjourned into executive session at 10:45 A.M. for fifteen (15) minutes per RCW 42.30.110 (f), (i) and ten (10) minutes for RCW 42.30.110 (g). At 11:10 A.M., an additional ten (10) minutes was requested; only eight (8) minutes was needed. The executive session concluded at 11:18 A.M. Chairman Shirley Sands stated that no action was taken.

**RESOLUTION 09-2013: AUTHORIZING THE GENERAL FUND BUDGET AMENDMENT:**

**Budget Amendment Additional Revenue – Grants/Fees:**

Early Family Support Services (EFSS)	\$11,000
Local Government Assistance	\$34,000
Early Intervention Program (EIP)	<u>\$ 5,000</u>
<b>GRAND TOTAL REVENUE</b>	<b>\$50,000</b>

**Budget Amendment Expenditures:**

Benefits (unemployment)	\$11,000
Small Tools and Equipment (server, software upgrades)	\$ 5,000
Professional Services (electronic health records & system support)	<u>\$34,000</u>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$50,000</b>

Wes McCart moved and Dorothy Bergin seconded the motion to approve Resolution 09-2013: Authorizing the General Fund Budget Amendment. Motion carried.

**RESOLUTION 10-2013: ADOPTING THE 2014 BUDGET:** Leo Jenkins asked why there is no funding in the budget for HIV/AIDS. Dave Windom said that HIV/AIDS case management is done in Spokane. Leo said there should be involvement in HIV/AIDS and tobacco education, even with a small budget. Dave explained what happened with funding of those programs.

Shirley Sands said the Budget Committee recommended the following:

1. Adopt the 2014 budget in the amount of \$2,213,700
2. 1% cost of living salary increase for employees
3. Increase the cap for health insurance from \$600 to \$650 per month
4. County contributions:
  - Ferry County net **increase**      **\$ 7,799**
  - Pend Oreille County **decrease**    **\$ 7,435**
  - Stevens County **decrease**        **\$56,001**
  - Total Decrease**                    **\$55,637**

County contributions were changed to 67.4% in the funding formula. Brad Miller said he won't know for sure until their final budget is complete, but believes he has support for the increase from Ferry County. Wes McCart reported that the capital outlay for vehicles was reduced from \$25,000 per year to \$10,000. The reduction was based on projections over the next three (3) years and will still be adequate with the lesser amount.

Wes McCart asked why there was no information in the budget regarding contributions from cities as the Budget Committee had discussed. Years ago the District received funding from cities and counties and now the only support is from counties. The Motor Vehicle Excise Tax (MVET) used to help fund the District. Dave Windom said MVET is now part of a different funding system through a block grant. Wes said property taxes received by counties are from everyone, including cities, so paying a larger portion is not a problem. He added that some of the services supplied by the District realistically come from a sales tax revenue perspective, such as a restaurant, fee for service, etc. Wes said support should be shared by all residents in the county including those in the cities. By cities not contributing results in having disproportionate burden put on rural residents rather than rural city residents. The Budget Committee is suggesting that cities with a population of 500 or more contribute \$2.00 per person to the District. Wes said this request should be part of the budget recommendation. Brad Miller said there needs to be more discussion before it is included in the budget. Wes said revenue from a county perspective that we are paying is based on population of the entire county and based on property tax base collecting from everyone. By the population base we are not collecting from everyone. Brad talked about the difficulty from MVET reduction from \$92,000 to \$27,000 traditional funding to the District. Brad noted that this budget is taking \$198,000 from the fund balance and the budget is not sustainable for very many years in the future. Wes said with the growth management act, counties are seeing sales tax revenue shrink dramatically due to businesses moving into the cities. The ability for the counties to pay for this budget has to come from property tax and sales tax. Brad reiterated that this needs to be a topic of discussion for future budgets. Dave said this year the MVET public health piece, 5930 funds went to fund vaccination and obesity projects and Local Capacity Development Funds (LCDF) are lumped together in a block grant that now comes to us directly.

Brad Miller moved and Steve Parker seconded the motion to approve Resolution 10-2013: Adopting the 2014 Budget as described above. Motion carried.

**MARTHA TAPPPIA AWARD:** Erin Zawadzki was recently honored with the Martha Tappia Award for her work in the WIC program. The annual award is given to an individual who displays the characteristics of professionalism, compassion, promotion of public health, humor, and a gentle spirit. Shirley Sands congratulated Erin on behalf of the Board of Health.

Andy Braff left the meeting at 11:40 A.M.

**RECESS:** There was a break for lunch 11:40 A.M.

**RECONVENE:** The meeting reconvened at 12:00 P.M.

**RESOLUTION 11-2013: ADOPTING THE NORTHEAST TRI COUNTY HEALTH DISTRICT ENVIRONMENTAL HEALTH FEE GUIDANCE POLICY:** Matt Schanz proposed that fees for environmental health services will be based on the total cost of providing the service, including the proportionate share of indirect costs including program support and overhead costs. For programs that provide for a greater public benefit, fee recovery will typically be based on 50% of the cost of providing the service. For services for which there is primarily a benefit to a proprietor or individual, fee recovery will be based on 100% of the cost. For services where high rates of cost recovery is not practical, the Board will establish fees based on rates deemed appropriate such as for non-profit temporary food service and repair permits for on-site sewage systems. For programs that receive grant support, fee recovery will be based on 100% of the cost of providing the service minus the level of grant support. Matt said he is proposing that fees be reviewed annually by using cost studies. Fee adjustments will generally not be increased more than 20% until the appropriate level of fee support is achieved. Fees will be adjusted for inflation based on the Consumer Price Index (CPI), as published by the United States Department of Labor. Steve Parker asked for clarification about 'administrative conferences'. Matt said that is aimed at food and temporary food establishments that require some type of additional action as they have repeatedly not corrected a food safety issue and triggers our follow up or re-inspection. Steve asked about 'operational surveys' for water and on-site sewage systems. Matt said that is when we get a request from a lending institution or property owner that need a report status of an individual well or septic system. Steve asked about reasoning for using the CPI as a basis for the fee adjustment. Matt talked about formalized decisions from past Boards regarding making annual adjustments to the fee schedule rather than falling behind. Brad Miller said past Boards tended to resist increasing fees to the point to that when we did raise them, it was sometimes extreme. Shirley Sands said some of the fees were skewed resulting in someone choosing to pay the fine rather than pay for the permit because the permit was more than the fine. Matt indicated that's where the public benefit part comes in and inflation had been discussed previously. Wes McCart said he does not want the CPI used in the document. Matt said the CPI statement can be removed but there needs to be some means to adjust for inflation. Wes asked what benefit there would be for guiding future Boards and what effect and force would it really have? Wes asked for clarification of the exact intent of having this Board adopt the guidance policy since you still have to come to the Board in order to increase fees. Matt said fee adjustments will still be done by form of resolution but this document can be used as guidance as to how we will present fee structures in the future. Dave Windom said we want to take some of the arbitrary nature out of this a little bit. Wes said he can understand Matt's position, but also noted that Board members change. Wes went on to say that he has no huge qualms about it, other than that if this is simply a guidance document and is not binding. Dave said our goal is to present the Board with proposed fee adjustments for consideration in July, voting in October with implementation January of the following year. Shirley said this document could be presented to new Board members as a guideline rather than trying to remember past discussions. Dorothy Bergin said it would provide consistency and standards for ongoing Boards.

Leo Jenkins asked if the Board would agree that when the cost of business goes up, the cost of services should go up as well and that a business should assess that variance to do good business on a yearly basis. He said there should be a standard for adequate rising of the price with inflation. Steve Parker said not necessarily in this case, you always have to be careful that you don't establish a bureaucracy that begins to take over the machining of governing. Steve said it's a fine line and something we need to exercise judgment on. Brad Miller noted that this Board has always been hands on and worked very closely with the director for guidance. Brad reiterated that he is particularly sensitive to non-profit organizations. He said much of the language in the document regarding non-profit costs is from past Board discussions. Brad said he would like to re-word some of the items. Wes McCart said he doesn't have a problem with the concept or having some structure for future Boards, but does have a problem with some of the wording in the policy such as "it is the intent of this guidance document to establish the general principles of how fees are established". Wes said Matt Schanz talked about how fees are presented to the Board versus how they are established. Wes suggested allowing Board members to make changes to the document and give input to Matt and bring a revised document to the January, 2014 Board meeting.

Karen Skoog asked for clarification on the cost studies and if inflation was used as the foundation. Karen is concerned that if this is based on the rate of inflation, at times that rate has been outrageous. She noted that a lot of money can be spent on planning and we may have to be more careful with our costs. Matt said the Board will receive information based on a trend along with information about the fee. Karen suggested looking at the clarity of the cost and why the costs are at that level. In a business, if you can't get the rate or cost that you want, you have to reduce the cost. Matt said he could provide ways we could cut costs when appropriate. Karen talked about things that should be taken into consideration such as the cost of doing business can increase along with cost of fuel, etc. Leo said the CPI historically has the rate of the cost of doing these services and has probably never decreased. Leo said we are really only talking about how much we need to raise the cost of our service along with the rate of inflation and how often we need to do it to remain current. Brad said we are talking about doing good business and we should be reacting to the reality of the environment. Shirley Sands said this document is a stepping stone to doing that.

Wes McCart moved and Steve Parker seconded the motion to table Resolution 11-2013: Adopting the Northeast Tri County Health District Environmental Health Fee Guidance Policy. Motion carried. Leo Jenkins opposed the motion.

Matt asked if he could get the Board recommendations within the next thirty (30) days. Wes said he will give Matt his recommendations but it may not be within that timeframe.

**RESOLUTION 12-2013: UPDATING FEE SCHEDULE FOR NORTHEAST TRI COUNTY HEALTH DISTRICT ENVIRONMENTAL HEALTH SERVICES:** Matt Schanz described proposed fee adjustments to the following categories: onsite sewage system; short plat; sewage pumper; water recreation facility permit; food safety program; drinking water program – Group B. He presented a fee comparison with the Health District and other local health jurisdictions. Steve Parker said he appreciates that our fees seem fair in comparison to other health departments. Steve said it seems like a great deal of man-power and expense is tied up in services associated with onsite sewage systems. Steve noted that when fees get high, it pushes people into alternative activities, which is what we don't want. Matt said the proposed fee increase from \$525 to \$600 for a single family residence sewage permit isn't just for the service but to maintain the program in areas such as clerical support for scanning in older documents for requests, complaint investigations, helping the public locate records for as-built drawings, etc. We can't charge fees for those kinds of things because they are a public record. A great deal of staff time is invested in entering old information into a computer data base to become more efficient in the future. Brad Miller suggested entering information from a specific date forward, instead of inputting old records. Matt said Ferry and Stevens Counties are almost done being scanned in. Pend Oreille County is not yet done.

Wes McCart said he didn't see anything about food program fees in previous documents given to the Board. Steve asked about the proposed changes in food permit renewals. Matt explained that the change in renewals was an effort to try and have a system to pro-rate them appropriately that would be more reasonable and fair for the customer. Wes asked why dollar amounts have been rounded to the nearest \$5 increments. Wes also said some of the fee increases range from 25% to 33% and feels that this is too much all at once. Leo Jenkins noted that the Board had just been discussing a huge deficit that's going to continue to grow. Matt talked about some of the fees that were really low and have substantial ground to make up. Wes asked again why the fees were rounded up to the nearest \$5. Matt said because it is easier to keep the fee structure convenient. Wes said it would have been better to round to the nearest dollar. Brad said he would support rounding up to \$5 increments to make it easier to remember. Wes said he can appreciate that fees are behind. Stevens County had the same situation at the landfill and distributed the fee increases over a four (4) year period. Over that time the fees have increased beyond what was initially being requested. Wes suggested a 2-3 year program to get the fees where we want them instead of all at once based on cost analysis. Matt said he respects that opinion, and tried not to go past 20%, even in programs that are way behind. Wes reiterated that some increases are over 20%. Matt used the water recreation program as an example. Matt talked about the seriousness of the water recreation program from a health and safety standpoint. The program is time consuming which resulted in a 33% increase. If a water facility is operated by a Certified Plant Operator (CPO), they will receive a 25% reduction in the permit fee. Matt noted that to even get to a 50% fee recovery, fees would need to be adjusted 186% which is not what was proposed. Steve agrees that a 2-3 year program will work well for the Health District.

Steve Parker said he would like to see an analysis of fee structures from other entities. Matt Schanz said he has done a side-by-side fee analysis in years past but it becomes difficult to do this as jurisdictions differ in their approach to fees. Karen Skoog appreciates all of the work that has been done. Matt said he would like to make incremental increases on the things that we are far behind on. Wes McCart noted that since the new drinking water program has not been adopted, it would be premature to establish fees. Brad Miller asked if this could be adopted after the first of the year. Matt said food program renewals need to go out in February, 2014. He added that in terms of the budget, he doesn't want to see us fall farther behind. Wes said we need to be mindful of cost recovery and the budget based on what can be done to cut costs while still providing the service. Wes said he is watching some businesses doing well, but some are closing and given the environment out there right now, he believes that this is the wrong time to raise fees. Wes said he realizes that we need to raise fees for the budget, but by doing so we would be hurting the very people we are trying to help. Leo Jenkins said if we don't increase the fees helping a small amount of people, the Health District continues to run at a deficit that continues to grow and will cease to exist in a few years.

Dr. Artzis arrived at the meeting at 1:03 P.M.

Shirley Sands said delaying the fee increase will cause ill effect on the Health District and if we pass the fee increases now, then we may need to increase very little next year to keep up with the cycle. People know the increases are coming and understand that we cannot continue to do business without raising fees. Leo agrees with Shirley and said if we don't do it now, it may be too little too late. Brad suggested having a special Board meeting by phone conference to discuss the proposed fee increases. Shirley asked if the delay is for specific line items and if so, could parts of the document be removed and/or amended in order to keep the Resolution moving forward? Wes said he would feel more comfortable going over the items and see where we would end up after a two (2) year program. Wes said business owners would find it helpful to see what increases they will be looking at so they can plan.

Steve Parker moved to table Resolution 12-2013: Updating Fee Schedule for Northeast Tri County Health District Environmental Health Services to coincide with the previous motion to get more guidance. Dave Windom asked for a commitment from the Board on a date. Matt suggested having a work group that would bring recommendations to a Board meeting. Shirley once again asked for specifics on what part of the document is unacceptable. Steve said he is looking specifically at the onsite violation fees and pumper sections. Matt said the existing violation fee for an unpermitted septic system installation or disposal of wastewater in an unauthorized manner was \$900 plus permit fee and the proposed fee is 'equal to permit fee'. This is a substantial change and will be a lot less at \$600. The Health District doesn't make money very often on violations and we don't come anywhere close to recovering our costs. Our costs are substantial and those permit fees are what support the program and we don't come anywhere close to recovering costs.



Brad Miller said the motion died for lack of a second. Wes McCart seconded the motion to table Resolution 12-2013: Updating Fee Schedule for Northeast Tri County Health District Environmental Health Services to coincide with the previous motion to obtain more guidance. Wes suggests thirty (30) days to work on the fee schedule to be considered at a special Board meeting by phone conference at the end of November, 2013. Wes and Steve Parker agreed that the short plat fees and food safety program fees are acceptable. Dave Windom said we will need the final product at the special meeting so we can publish the fee schedule before the first of the year. Leo Jenkins asked if they are supposed to be looking at fee amounts or which items get raised and which ones don't. Steve said we will be looking at both. Leo asked if this will be based off of public opinion. Steve said based off of Board members desire. Wes said he wouldn't say either one. Leo said if the decision is to keep the Health District open it will result in raising fees listed in this document. Dave asked if November 13, 2013 would work for everyone. Wes said the meeting would be at the end November, 2013. Brad said most of the Commissioners will be at Washington State Association of Counties during that time. Leo left the meeting for a moment. Matt asked if it were possible to pass the acceptable components, as food program fees are the most sensitive, and table the rest until the next Board meeting. Shirley asked that further discussion wait until Leo returned to the meeting.

**APPOINTMENT OF NOMINATING COMMITTEE:** Chairman Shirley Sands appointed Brad Miller, Steve Parker and Karen Skoog as members of the Nominating Committee. Shirley is unsure if she will be on the Board for 2014, as the city/town rotation for Pend Oreille County for 2014 is Metaline Falls. Metaline Falls can choose to appoint a representative or pass to Cusick who can do the same, then to lone. If lone also chooses to pass, then it would come back to Newport. Dave said we will get that information as soon as possible. The Committee will bring nominations for the 2014 Chair and Vice-Chair of the Board of Health to the Annual Meeting of the Northeast Tri County Health District Board of Health on January 15, 2014.

Leo returned to the meeting and the fee schedule discussion resumed. Shirley called for a vote on the current motion. Motion carried. Leo Jenkins opposed the motion. Brad Miller moved and Leo Jenkins seconded the motion to adopt Resolution 12-2013: Updating Fee Schedule for Northeast Tri County Health District Environmental Health Services to include the following sections based on earlier discussion: short plat fees; water recreation facility permit fees; and food safety program fees. Wes McCart opposed the water recreation facility permit fees. Brad said he will amend the previous motion by removing the water recreation facility permit fees.

Brad Miller moved and Leo Jenkins seconded the motion to adopt Resolution 12-2013: Updating Fee Schedule for Northeast Tri County Health District Environmental Health Services as described below:

**SHORT PLAT**

<b>Classification</b>	<b>Existing Fee</b>	<b>Proposed Fee</b>
Short Plat ( <del>1-4 lots</del> )	\$450	\$540
Short Plat ( <del>&gt;4 lots</del> ) remove classification		

**FOOD SAFETY PROGRAM**

<b>Classification</b>	<b>Existing Fee</b>	<b>Proposed Fee</b>
Food Establishments		
Simple	\$70	\$85
Moderate	\$105	\$130
Complex	\$150	\$180
Temporary Food Establishments		
Low Risk	\$15	\$20
Moderate Risk	\$45	\$55
Reoccurring Low Risk	\$30	\$40
Reoccurring Moderate Risk	\$60	\$75
Note: 50% reduction in permit fees for non-profit organizations		
Mobile		
Permit	\$60	\$75
Commissary	\$60	\$75
Renewals		
*Additional 50% for up to 30 days late		
*Additional 100% for up to 60 days late		
New Permits		
Simple	\$70	Operating 4 or fewer months, 25% of annual permit fee
Moderate	\$105	Operating >4 & up to 7 months, 50% of annual permit fee
Complex	\$150	Operating >7 & up to 10 months, 75% of annual permit fee Operating >10 & up to 12 months, 100% of annual permit fee
Violation Fee for Operation Without Permit		
Temporary Food Service	\$100	\$100
Food Establishments	\$100	Equal to Permit Fee

Motion carried.

Wes asked about signing the resolution that is drafted here. Kelly LeCaire said the language on the resolution would not need to be changed. Kelly will email Board members the amended fee document. Wes said the Board will still hold the special meeting. Dave will start scheduling the meeting right away.

**CHAIRMAN REPORT:** As Shirley Sands explained earlier, this could potentially be her last meeting. She talked about the many changes she has seen and been part of many accomplishments in our cities and counties that have made a difference. Shirley applauds the efforts of all Board members. Brad Miller thanked Shirley for her time on the Board and that she has done a great job as Board Chairman.

**BOARD OF HEALTH MEMBERS REPORT:** There were no reports by Board of Health Members.

**HEALTH OFFICER REPORT:** Dr. Artzis asked Judy Hutton to talk about the gonorrhea outbreak. Judy reported that there are currently twenty (20) cases of gonorrhea in the tri-counties. Spokane and Kootenai County in Idaho are also seeing an outbreak. The Health District sent a memo to health care providers. Judy consulted with an expert from Spokane Regional Health District. The age range that we are seeing is twenty-five (25) and older. The good news is treatment is very effective and thankfully we are not seeing penicillin resistance in this area. Gonorrhea is typically not that prevalent and we have seen a definite increase this year.

**ENVIRONMENTAL HEALTH REPORT:** Matt Schanz reported that through September, 2013 a total of 222 onsite sewage system applications have been received. Based on trends for the last quarter of the year, we anticipate an additional forty-three (43) permits for a total of 265. Land development reviews for plats for the first three (3) quarters of the year remain consistent with last year's numbers (11 short plats and 1 long plat). We have received 371 temporary food service applications (food booths at fairs, farmers markets, community celebrations, etc.). To date, we have issued 304 food establishment permits (restaurants, convenient stores, etc.) and issued over 1,300 food worker training cards. Staff responded to over 120 complaints for food safety, wastewater disposal, garbage accumulation, and smoking in public establishments.

Matt explained that with the passage of I-502, the prevailing attitude of the public is that marijuana is legal in Washington. Statewide, some permitted food establishments have or would like to add marijuana as an ingredient. I-502 does not mention food, however it does address marijuana infused products. Under the rule, marijuana infused products, including food products, must come from a Liquor Control Board (LCB) approved processor, and sold by a LCB approved retailer. Additionally, under the provisions of I-502, those retailers could not sell other non-marijuana products. Products sold from the retailer must be pre-packaged from the producer and cannot be opened or consumed at the premises. From our standpoint, if we encounter situations where marijuana has been added to food at public food establishments or food booths, it will be considered an adulterated food, which would require destruction. Matt said we would also report our findings to the LCB. Wes McCart said counties are drafting moratoriums on those facilities approved by LCB.

Lodging facilities have been regulated by the State under Health Systems Quality Assurance. Program oversight recently shifted within the Department of Health (DOH) to Environmental Public Health Programs, a division of DOH that the Health District works with in our other programs. Matt said we may see a move by the State to develop Joint Plans of Responsibility (JPR) with local health jurisdictions to license and inspect these types of facilities. Matt will keep the Board updated on this issue.

Matt Schanz talked about the public health emergency planning and response program. The Health District has a plan for all-hazards emergency response, mass treatment, and emergency and risks communication. We recently participated in a table-top exercise in Pend Oreille County which was very well done by their emergency coordinator. The exercise involved a border crossing issue with unknown substances in a van.

Wes McCart said he recently met with the Spokane Tribal Council who asked if testing for uranium is standard and if it is found, do you test with gross alpha. Matt said yes, and the greatest concern is uranium. The breakout product from uranium is radon. Whenever you find uranium you will find radon. Matt said feedback from DOH states that testing for uranium is sufficient. Matt will do more research and report back to Wes. Matt said we are in the process of trying to map out areas that have higher levels.

**COMMUNITY HEALTH REPORT:** Sandy Owen said she comes to the Health District with thirty-four (34) years of experience in public health at Benton-Franklin Health Department.

Sandy reported that we are partnering with Walmart this year to give flu shots at their pharmacy. In the Colville office, WIC will be closing one (1) day each month and will be holding a WIC clinic at the N.E. Washington Health Programs clinic in Springdale.

Karen Skoog left the meeting at 2:00 P.M.

**ADMINISTRATION REPORT:** Dave Windom provided the Board with a financial update and a District organizational chart showing position vacancies in the past years. The budget is on track for the most part. We are beginning to see a savings in the family planning program by contracting the services of nurse practitioners. Dave said if we adjusted for inflation, the 2014 budget would be at the same level as the 1991 budget. Dave said we can go no lower with staffing. If we reduce staff any more, we will have to start closing offices.

Dave recently attended the Joint Conference on Health. Dave talked about a bill that directly impacts the Health District. The bill encourages the safe practice of public health nurses dispensing certain medications. Our nurses dispense medications from a standing order from Dr. Artzis. The problem comes when WAC's and RCW's aren't clear on that relationship. The bill clarifies dispensing between a nurse and a health officer. Dave was frustrated about the gun control issue. It was passed at a Board meeting without giving anyone the chance to speak about it. Dave talked about ongoing concerns he has with the regionalization concept. Services would be delivered out of Spokane, our regional hub. Dave thinks DOH will set it up without giving local public health an option. There is talk about community health coming out of public health all together. There would be seven (7) regions in Eastern Washington. Brad Miller said this is another way to centralize everything and take power away at the local level. Dave briefly mentioned the drug take back bill that counties would have to set up. It is supposed to be funded by pharmaceutical companies but the cost will come back on the consumer.

Dave Windom noted that this summer there was an accounting problem with DOH and they sent us an extra \$30,000. We used the money for I.T. and will be used for training of electronic medical records.

Dave welcomed the addition of Sandy Owen as Community Health Director. Kay Scamahorn has moved into the Community Health Supervisor position in Stevens County. Dave commended Erin Zawadzki for the award she recently received for her work in the WIC program. Dave noted that if nothing changes with the government shutdown, we will have to shut down our WIC program.

Dave attended a meeting last night about Title X family planning. There are concerns that when the new healthcare system is in place and everyone has an insurance card, the amount of people that we see for family planning may decline.

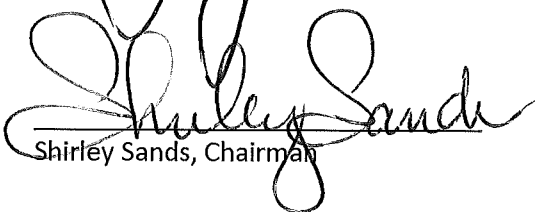
**PAYROLL AND VOUCHERS:** Attached to these minutes are benefits and payroll amounts from August 2, 2013 through October 4, 2013; and voucher amounts from July 17, 2013 through October 9, 2013.

**ADJOURNMENT:** Chairman Shirley Sands adjourned the meeting at 2:19 P.M. The next Annual meeting of the Board of Health of Northeast Tri County Health District will be on Wednesday, January 15, 2014 in Stevens County.

Respectfully submitted,

  
\_\_\_\_\_  
Samuel A. Artzis, M.D., Health Officer

By   
\_\_\_\_\_  
Kelly D. LeCaire, Executive Secretary

  
\_\_\_\_\_  
Shirley Sands, Chairman

Northeast Tri County Health District

The following voucher/warrants are approved for payment:

2013

General Fund:

			Total	Date	
Voucher #	<u>1400</u>	through	<u>1410</u>	\$ 11,216.70	7/17/2013
Voucher #	<u>1570</u>	through	<u>1581</u>	\$ 19,453.26	7/24/2013
Voucher #	<u>1933</u>	through	<u>1936</u>	\$ 30,482.87	8/2/2013 Benefits
Voucher #	<u>1939</u>	through	<u>1989</u>	\$ 28,624.90	8/7/2013
Voucher #	<u>2350</u>	through	<u>2374</u>	\$ 63,662.52	8/21/2013
Voucher #	<u>2745</u>	through	<u>2780</u>	\$ 21,966.72	9/4/2013
Voucher #	<u>2804</u>	through	<u>2807</u>	\$ 29,422.11	9/5/2013 Benefits
Voucher #	<u>2905</u>	through	<u>2925</u>	\$ 10,208.88	9/11/2013
Voucher #	<u>3229</u>	through	<u>3244</u>	\$ 2,925.35	9/18/2013
Voucher #	<u>3359</u>	through	<u>3379</u>	\$ 16,716.71	9/25/2013
Voucher #	<u>3556</u>	through	<u>3580</u>	\$ 24,756.13	10/2/2013
Voucher #	<u>3685</u>	through	<u>3689</u>	\$ 29,430.07	10/4/2013 Benefits
Voucher #	<u>3772</u>	through	<u>3792</u>	\$ 19,203.23	10/9/2013 BOH 10/16/13
Payroll			\$ 95,580.15	8/2/2013	
Payroll			\$ 102,491.61	9/5/2013	
Payroll			\$ 88,887.29	10/4/2013	BOH 10/16/13