



**BOARD OF HEALTH MINUTES
ANNUAL MEETING
Wednesday, January 18, 2023**

THIS MEETING WAS CONDUCTED BY REMOTE PARTICIPATION DUE TO THE CORONA VIRUS PANDEMIC

MEMBERS PRESENT: Mark Burrows, Keith Campbell, Wes McCart, Robert Rosencrantz, Elbert Koontz, Greg McCunn

MEMBERS ABSENT: Brian Smiley, Robert Dean, Michael Heath

STAFF PRESENT: Jeanie Beegle, Sonja Moore, Jon Ness, Matt Schanz, Logan Worley, Molly Corvino, Dr. Artzis

GUESTS: Nancy Churchill, PHAB Member; Shelly Nelson, United Healthcare

CALL MEETING TO ORDER: On behalf of Board Chair Wes McCart, Matt Schanz called the meeting to order at 10:00 am. A quorum was present. Mayor Elbert Koontz led the meeting in the absence of Chair Wes McCart and Vice Chair Michael Heath.

INTRODUCTIONS: Introductions were made by all.

DESIGNATION OF 2023 BOARD OF HEALTH: Appointments to the Board of Health of Northeast Tri County Health District for 2023 were read into the record by Matt Schanz. Ferry County Board of Commissioners have appointed Commissioners Robert Dean and Michael Heath; Pend Oreille County Board of Commissioners designated Commissioners Robert Rosencrantz and Brian Smiley; Stevens County Board of Commissioners have appointed Commissioners Mark Burrows and Wes McCart; Mayor Keith Campbell was appointed by the City of Newport; the City of Chewelah appointed Mayor Greg McCunn; the City of Republic appointed Mayor Elbert Koontz.

REPORT FROM NOMINATING COMMITTEE AND ELECTION OF OFFICERS: Nominating Committee members are Commissioners Mark Burrows and Michael Heath, and Mayor Pete Daggett. The Nominating Committee recommends Commissioner Wes McCart to serve as 2023 Board Chair and Commissioner Michael Heath as 2023 Vice Chair.

Commissioner Rosencrantz moved, and Commissioner Burrows seconded the motion to appoint Commissioner McCart as Chair and Commissioner Heath as Vice Chair. Motion carried.

CONSIDERATION OF MINUTES OF NOVEMBER 09, 2022: Mayor McCunn moved, and Mayor Koontz seconded the motion to approve the minutes of November 09, 2022. Motion carried.

CORRESPONDENCE AND INFORMATION: Matt Schanz read a letter of appreciation received by NETCHD from community members who received services through NETCHD's Care Coordination program. The program provides assistance to tri county residents who have recently tested positive for COVID-19.

PUBLIC APPEARANCES: No public appearances were pre-registered.

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ADDITIONS OR CHANGES TO AGENDA: None.

PUBLIC COMMENT: There was no public comment.

PUBLIC HEALTH ADVISORY BOARD (PHAB) REPORT & COMMENTS: Matt Schanz provided an overview on how the PHAB came to fruition, and stated the PHAB currently meets once a month. NETCHD engages the PHAB to provide comments and feedback on items such as NETCHD's strategic plan, Domestic Animal Waste Policy, community health needs assessment, etc. In addition, the PHAB is tasked with bringing public health concerns before NETCHD. In a recent meeting, the PHAB detailed concerns such as radon, bed bugs, and mold within older residential homes and apartment complexes throughout the tri county area.

EMPLOYEE POLICY HANDBOOK: The NETCHD Employee Handbook has not been appreciably updated since 2011. Beginning in March of 2022, key NETCHD staff worked to update the handbook, and a draft was shared with Board of Health members in September 2022. NETCHD requested feedback on the handbook from Board of Health members, NETCHD's Employee Advisory Committee, and NETCHD staff. Following that feedback, the final iteration of the handbook was reviewed by Michelle Fossum (Sayre Sayre & Fossum), who specializes in human resources and labor laws. The final version of the NETCHD Employee Policy Handbook was included in the Board packets for review and approval. Approval of the updated Employee Policy Handbook will supersede all previous versions.

Mayor Koontz moved, and Commissioner Burrows seconded the motion to approve Resolution 01-2023 Adopting Updated Personnel Policies. Motion carries.

PUBLIC HEALTH ADVISORY BOARD MEMBERSHIP: Matt Schanz stated the Ferry County BOH members had expressed interest in considering candidates to fill the position being vacated by Dr. Holtzer and recruiting for tribal representation at the last meeting.

Due to the absence of the Ferry County Commissioners, the discussion and potential appointments were tabled until the next Board of Health meeting on March 22, 2023.

DOMESTIC ANIMAL WASTE UPDATE: Jon Ness said in writing the Domestic Animal Waste Policy, he sought to discern between what is a health hazard versus a nuisance. He said that the draft Domestic Animal Waste Policy was brought before the PHAB. The PHAB commented that NETCHD environmental health staff should make site visits instead of relying heavily on what is written within the complaint or what could be seen from Google Earth maps, especially regarding odor complaints. The draft policy and an example voluntary compliance letter was included in Board packets for review. There were no additional comments from Board of Health members.

NETCHD 2023-2026 STRATEGIC PLAN: The plan initially focused on four specific goals with activities attached to each, and spanned three years. Following comments from the Board and PHAB members, NETCHD is reworking the strategic plan and will incorporate a standing agenda item for Board of Health meetings to provide progress updates. Moving forward, the strategic plan will be a three-year rolling plan.

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SUICIDE OPIOID FATALITY REVIEW BOARD UPDATE: Data-sharing agreements have been sent for review to the regional health officer and NETCHD's legal team. NETCHD is working to establish members in each county, with a goal to get all needed signatures by the end of the month.

COMMUNITY HEALTH NEEDS ASSESSMENT (CHNA) UPDATE: Sonja Moore stated the process has been ongoing over the past year. There were 775 responses to the CHNA across the tri county area. She said this is not entirely representative of the tri county area since it is a low sample compared to total population size across the three counties. However, multiple focus groups were completed within each county; 5 in Pend Oreille County, 6 in Ferry County, and 8 in Stevens County. She stated the next step is to complete focus group interviews with PHAB members; these are currently in progress. Following the completion of the PHAB interviews, NETCHD will take the complete findings and all data to the healthcare coalitions within each county to review what we learned, how we learned it, and how we can adjust it in the future. She noted that not all issues brought to NETCHD's attention in the CHNA will be within NETCHD's scope. Many items will need to be addressed in partnership with healthcare coalitions, community partners, etc. The improvement plans that come out of this process will cover two to four years. The CHNA guides the efforts of NETCHD in securing grant dollars.

2023 NETCHD LEGISLATIVE PRIORITIES: Matt stated that NETCHD seeks to adopt the priorities identified by the Washington State Association of Local Public Health Officials, and provided a list of the proposed 2023 legislative session priorities as follows:

- **Foundational Public Health Services Funding**
Funds to support core public health programs and services.
- **Septage Capacity & Risk Analysis**
Will help ensure adequate capacity and infrastructure to support population growth in regards to proper treatment of septage.
- **Data Modernization**
The modernization of public health data systems.

Commissioner Burrows moved, and Mayor Koontz seconded the motion to adopt the legislative agenda for 2023. Motion carries.

Matt provided an update on the legislative session, stating there have been over 700 bills filed since the start of the session. The bills of interest relating to public health are as follows:

- **House Bill 1012**
Extreme weather event response. Helps jurisdictions to be better positioned to respond to extreme weather events.
- **House Bill 1134**
Implementing the 988 behavioral health crisis response and suicide prevention system. Does not adequately address suicide and behavioral health issues in rural areas. Representative Schmidt was working to include better provisions for rural counties and cities.

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- **Standby bill regarding home kitchens**
Concerning the operation, authorization, and permitting of microenterprise home kitchens.

DRAFT CONTINUITY OF OPERATIONS PLAN (COOP): Matt stated the desire is to adopt the COOP plan at the next Board of Health meeting on March 22, 2023. The COOP plan attempts to adequately address issues impacting the essential functions and services of NETCHD. Examples include wildfires, floods, severe weather conditions, widespread disease outbreaks, and other crisis scenarios. In addition, the plan details processes and procedures for establishing alternate work sites and planning for the short-term and long-term absences of critical roles such as Health Officer, Directors, Systems Manager, and Fiscal Manager.

Matt asked that comments from Board members be submitted by February 10, 2023.

Wes stated there needs to be more emphasis on catastrophic events. For example, if a catastrophic event involved Board members, the plan needs to detail how the Health District would continue to function if Board members could not be reached.

COMMITTEE APPOINTMENTS: APPEAL, BUDGET, PERSONNEL: The 2023 BOH committee appointments are as follows:

- Appeal Committee: Mayor McCunn, Mayor Campbell, Commissioner Dean
- Budget Committee: Commissioner Heath, Commissioner McCart, Commissioner Rosencrantz
- Personnel Committee: Commissioner Burrows, Mayor Koontz, Commissioner Smiley

Elbert Koontz moved, and Mark Burrows seconded the motion to approve the 2023 Board of Health committee appointments as described above. Motion carried.

REVIEW OF 2023 MEETING SCHEDULE: The Board of Health of Northeast Tri County Health District 2023 meeting schedule was reviewed and approved as follows:

- Wednesday, January 18, 2023 – Annual Meeting
- Wednesday, March 22, 2023 – Regular Meeting
- Wednesday, May 24, 2023 – Regular Meeting
- Wednesday, July 19, 2023 – Regular Meeting
- Wednesday, September 27, 2023 – Regular Meeting
- Wednesday, November 08, 2023 – Regular Meeting

In addition, the meetings will now start at 9:00AM and end at 11:00AM.

Matt commented that in 2022 the Board preferred to meet remotely. He said we will continue with remote meetings for 2023 until we hear otherwise from Board members.

Commissioner Burrows moved and Robert Rosencrantz seconded the motion to approve the 2023 meeting dates and time change as described above. Motion carries.

CHAIR REPORT: Nothing to report, but expressed gratitude for the opportunity to Chair again.

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BOARD OF HEALTH MEMBERS REPORTS: Mayor McCunn stated Chewelah has had expansion plans since 2002 for an assisted living facility with a focus on elder care. The city was made aware of the expansion plans for two wings recently, one for memory care and one for an intensive behavioral health treatment facility. He stated this initiative is sponsored by the Washington State Healthcare Authority and funded by the Washington State Department of Commerce. It would create transitional living for those with severe behavioral concerns who are eligible for discharge from state hospitals. While he recognized that this is a great and growing need within Washington State, as a small rural community, there is a public safety concern at hand. The main concern for the City of Chewelah is the intake criteria for the facility, which would only accept certain patients into the 16-bed units, such as those who have aggressive and offensive behaviors, history of repeated felonies, complex drug/medication regimens, etc. In addition, the facility would be in close proximity to Chewelah's schools. McCunn stated there is concern from a multitude of stakeholders in government and health care, such as Commissioner McCart, Senator Shelly Short, Providence CEO Ron Rehn, local providers, and more.

Initially slated for four facilities across the state, the plans now include seven sites. He said that when looking at population size and the associated service area's ability and resources to support these facilities, there are alternative sites that are better equipped and placed.

Mayor McCunn has planned talks with Senator Shelly Short to discuss legislation that would consider a population density approach, infrastructure, police force size, and more in determining future placement sites for intensive behavioral health facilities.

Commissioner Burrows stated there has not been a plan in place for that facility regarding security. As former chief of police for the City of Chewelah, he is very concerned that the residents of the proposed facility would be within such close proximity to schools and the elderly population. He said this could be a major issue for the police force of Chewelah.

HEALTH OFFICER REPORT: Dr. Artzis provided an overview of the current state of COVID-19 and influenza. Limited bed availability is still an issue, and transports to other hospitals in the state have been challenging as well.

He said good progress is happening with the Suicide Overdose Fatality Review Board. He commented that the opioid crisis is very present in our communities, stating he recently visited the homeless encampment where an individual's partner had recently died of an overdose. In addition, he said he has seen older individuals commit suicide in ways that he has not seen in past years, and those people had not accessed any psychiatric services, been involved with law enforcement, or accessed the medical system. The challenge will be reaching these individuals and providing services to intervene before we have these outcomes.

In addition, Dr. Artzis spoke about the recent creation of a mobile integrated health program in Ferry County. The staff of this mobile program will be able to conduct home visits on recently discharged patients who are at higher risk of being readmitted.

ADMINISTRATION REPORT: Matt Schanz spoke to the mobile integrated health program, stating the Covid-19 Equity grant through CDC funded the project. The CDC identified eight counties that struggled in responding to the COVID-19 pandemic; Stevens, Ferry, and Pend Oreille County met the criteria to

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receive funding. In total, each county received 370k. In Ferry County, the funds will cover the creation of the mobile integrated health program, 911 addressing, and temporary emergency housing. In Stevens County, the chosen project was creating emergency housing solutions utilizing prefabricated pallet structures. In Pend Oreille County the focus was also on paramedicine, with a pending feasibility and implementation study.

In addition to the Covid-19 Equity grant awarded to Stevens County, NETCHD was awarded 100k to improve shelter space in the City of Colville. The funds will cover the cost of utilities, snow plowing, staffing, maintenance shed, coordinators office, restrooms, etc. Stevens County has also allocated funds from their homeless fund to further this work. Out of the 100+ people experiencing homelessness in the City of Colville; approximately 25 are utilizing the fenced shelter space near the railroad tracks.

COMMUNITY HEALTH REPORT: NETCHD staff are working with long-term care agencies to increase education to prevent falls in the elderly population. In addition, the Youth Cannabis Commercial Tobacco Program continues providing outreach and trainings to local schools on the risks of vaping, marijuana, and smoking.

ENVIRONMENTAL HEALTH REPORT: Wes McCart asked Jon Ness to share the update about WAC 246-272A with the commissioners for their planning departments to review, commenting that he is highly concerned with the proposed changes. Wes said he would also like to speak with Jon directly about the Group B regulations prior to the next BOH meeting.

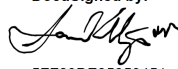
This item will be brought before the Board for comments and feedback at the next meeting March 30, 2023.

ANNOUNCEMENTS:

PAYROLL AND VOUCHERS: Attached to these minutes are benefits and payroll amounts for December 5, 2022 through January 5, 2023; and voucher amounts from November 5, 2022 through January 11, 2023.

ADJOURNMENT: Chair Wes McCart adjourned the meeting at 11:39 AM. The next regular meeting of the Board of Health of Northeast Tri County Health District will be on March 22, 2023 by remote participation.

Respectfully submitted,


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

By 
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Jeanie Beegle, Admin. Office Manager

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Wes McCart, Chair