NORTHEAST TRI COUNTY HEALTH DISTRICT
REGULAR MEETING
BOARD OF HEALTH MINUTES
Wednesday, October 17, 2012

Board of Health

Present
Dorothy Bergin
Malcolm Friedman
Larry Guenther
John Hankey
Brad Miller
Shirley Sands
Lonni Simone
Diane Wear

Absent
Bill Beatty
Bob Heath
Leo Jenkins

Staff
Sam Artzis, M.D.
Andy Braff
Joanie Christian
Dale House
Kelly LeCaire
Matt Schanz
Dave Windom
Cindy Zerba

Guest
Dan Berger

CALL MEETING TO ORDER
Chairman Brad Miller called the meeting to order at 10:15 A.M. A quorum was present.

INTRODUCTIONS
Introductions were made by all.

CONSIDERATION OF MINUTES
John Hankey moved and Shirley Sands seconded the motion to approve the minutes of July 18, 2012, Regular Board of Health meeting. Motion carried.

CORRESPONDENCE AND INFORMATION
Thank you note to staff for breastfeeding training and information provided to Providence Mount Carmel Hospital nursing staff.

PUBLIC APPEARANCES
Dave Windom reported that property owner Dan Berger is at the meeting to speak with the Board regarding his property located in Stevens County. The Berger property is located next to Kirk Pierce who had an onsite system installed that was five (5) feet short of the required setback from an adjacent well. The Pierce property is located in between two (2) properties that both contain a well. Matt Schanz stated that Kirk Pierce applied for a waiver. The Health District approved the waiver based on the mitigation measures they proposed. Waivers can be done under these circumstances and are commonly done so. The tank can be coated, with flexible boots installed on piping into and out of the tank. Apparently conversations and paperwork dating back to 2000 showed the wells. The site plan submitted by Kirk Pierce did not show any adjacent wells. Matt said a resolution to the problem would have been to turn the tank and thereby meeting the required setbacks, however it would likely crack the tank. Therefore, Pierce pursued the option of a waiver.
Dan Berger stated that he had concerns about the waiver and future sale of his property. Dan said one (1) sleeve was left to be put on a pipe on the Pierce property. Dan is requesting that the Health District pay his attorney fees in the approximate amount of $2,000. Dan stated that when he first discussed the matter with Matt Schanz, he noted that the R.C.W. states that if it is found to be wrong when the system is first approved, responsibility falls to the installer. Dan stated that he asked Matt to work with him and put things on hold before they went too far. Dan felt that he needed to seek legal representation. He contacted his usual attorney, Andy Braff who could not take the case due to conflict. Dan called another local attorney who also had a conflict. Dan ended up hiring an attorney from Spokane. Dan noted that if things would have been stopped earlier, things wouldn't have gone this far.

Matt Schanz stated that the required setback is fifty (50) feet and the system was five (5) short. The Pierce property owner had the tank installed in November, 2011 and was told to either move the tank or go through a waiver process. Matt reiterated that the waiver process is very common. The corresponding mitigation measures being used assured that public health and water quality protection was at least equal to what is established in the regulations. This particular waiver reduces the separation distance down to twenty-five (25) feet as long as certain criteria are met.

Matt said that since this went through and missing the setback, the blame falls on the property owner, installer and the Health District. Matt said the Health District should have looked at that application in greater detail. Brad Miller said he does not feel that the Health District is responsible for paying the attorney fees, but asked for Board input. Larry Guenther asked Matt why when Dan asked for more time, it wasn't granted. Dan noted that he and his attorney neither one wanted the waiver done. Dan said he talked to Matt before he talked to an attorney. Matt said Kirk Pierce was pushing to get this done. Dan stated that at that point there would have been no reason to rush things, as the Pierce permit had already expired by two (2) weeks. Larry said that sometimes we aren't initially as flexible as we could be and perhaps if the situation would have been dealt with earlier, we wouldn't be having this conversation. Malcolm Friedman said he would recommend paying Dan the expenses due to the prior permit showing the wells. Malcolm said if the matter went to court in a lawsuit, it could appear that the Health District knew about the wells. Malcolm said we can save the Health District a lot of money by paying the legal fees. Brad said he is fine with paying for the tank to be moved, but does not approve of paying the legal fees. Dave Windom said we have spent $2,000 already of the $4,000 budgeted.

Diane Wear moved and Malcolm Friedman seconded the motion to approve the payment of up to $2,000 to Dan Berger for attorney fees. Motion carried.
Malcolm Friedman asked Andy Braff about gifting of public funds. Andy said this is acceptable. Dave Windom said Dan Berger would submit a claim and the Health District would pay that claim. Andy said Dan can submit a copy of the bill from his attorney and sign a release acknowledging that this matter will be closed.

Joanie Christian asked if the waiver process was done frequently and if this is setting a precedence of the Health District paying attorney fees. Matt Schanz said we go through the waiver process about twice a week. He added that there were no recorded documents and we consider this a compliant system. This process is for onsite sewage systems disposal and food establishments. Since it is usually pretty cut and dried, it does not typically go through the Appeal Committee. Matt asked the Board if this process is still okay or should the Appeal Committee be notified.

Andy said the problem with this situation is that we did have prior knowledge of the wells and that was overlooked. Matt noted that Kirk Pierce put in the structures without a system. We received complaints from neighbors and it was through a violation that we became aware of the situation. Brad Miller asked if the system designer was licensed and bonded and if we have recourse with him. Matt said the applicant didn’t disclose the wells nor did the designer. Brad said even that second application had expired. Matt said we usually go to the property owner and extend the timeframe as long as they are working on it. Brad asked if the fee should be lowered for another permit that has expired. Brad said it seems that a number of errors created this situation. Larry Guenther said he feels that we are taking the right tactic with giving some leeway regarding the permitting issue. The property owner can be at the mercy of the installer to get things completed. Malcolm added that sometimes it is a financial problem. Matt said it had already been renewed once and he was at the end of that. Andy said it is fortunate that this situation can be resolved with the fairly inexpensive attorney fees. Andy said this seems to be a reasonable resolution.

ADDITIONS OR CHANGES TO AGENDA

There were no changes to the agenda.

PRE-EMPTION

Dave talked about the non-binding resolution passed by the Board of Health at the July 18, 2012 meeting stating that we do not support the position adopted by the Washington State Association of Local Public Health Officials (WSALPHO) and do not support the repeal of preemption. Dave said some other counties have introduced it again.
Dave Windom explained that preemption is a provision in state law which eliminates the power of local governments to regulate tobacco. The goal of preemption begins with tobacco and then will be food and firearms. The Board of Health resolution stopped this from going to the Legislation. Dave has been working with smaller counties as this is not over. This was a major topic of discussion at a recent meeting at the Joint Conference on Health. A proposal to give public health 5% of tobacco funds was voted down. Dave said they receive 458 million dollars per year from cigarette tax money. Brad Miller said we need to get the Washington State Association of Counties together with the city folks and the Association of Washington Cities. Dave said they want to put restrictions and rules on amounts and types of food and then will be firearms as a safety issue. Malcolm Friedman noted that if government wasn’t paying for the health care for the public, then they wouldn’t have a say in it. Shirley Sands said we are sending people to Idaho for tobacco, alcohol and gas because it is so much cheaper. While they are there, they will buy other things also. The increase in revenue has kept Idaho out of a deficit. Diane Wear said we should have border towns put together some statistics. Dave said this will change how public health is funded in the long term.

MEDICAID ADMINISTRATIVE MATCH

Dave talked the Medicaid Administrative Match program. We currently receive about $100,000 in revenue per year. There will be changes to the random moment survey. The Federal Government stopped the funding because the Health Care Authority did not notify them of the changes. The new system should be in place as of April 2013.

PUBLIC RECORDS REQUEST POLICY

Dave said the Public Records Request Policy revision approved by the Board at the January 18, 2012 meeting states that charges for photo copies will be waived if the fee is $5.00 or less. The environmental health division had been using this process but not community health or administration. All Health District fee schedules reflect a fee of fifteen (15) cents per copy. The Public Records Request Policy will also reflect that amount. The other revision was the statement that we do not charge to send records electronically. Malcolm Friedman moved and Diane Wear seconded the motion to approve the Public Records Request Policy, Procedure and Request Form with the above changes. Motion carried.

RESOLUTION 03-2012: HONORING EDMUND WESLEY GRAY, M.D., HEALTH OFFICER

In the early 1960’s, Dr. Gray served as Health Officer for the City of Colville and in 1973 began serving as Health Officer for Ferry and Stevens Counties. In 1977, Dr. Gray was instrumental in developing Northeast Tri County Health District to include Ferry, Pend Oreille and Stevens Counties. Dr. Gray has given over fifty (50) years of dedicated service to public and rural health through his work as health officer and physician. Larry Guenther moved and Shirley Sands seconded the motion to approve Resolution 03-2012: Honoring Edmund Wesley Gray, MD., Health Officer. Motion carried.
EXECUTIVE SESSION

The Board adjourned into executive session for twenty (20) minutes at 11:10 A.M. per RCW 42.30.110 (i).

The executive session concluded at 11:30 A.M. Chairman Brad Miller stated that no action was taken.

JUSTIN PETERSON

Dave Windom talked about the Sons of the American Legion - Justin Peterson food booth. Health District staff was completing inspections of food booths in Chewelah. While there it was observed that the food booth was operating without a temporary food permit. Matt Schanz noted that they were selling hamburgers and handling raw hamburger. We provided them the paperwork to complete the process and instructed them on how to set up a temporary hand washing station as there was no way for them to wash their hands. Alice Robison explained that her conversion was with the parent of the boy and that the boy was not at the booth. Alice informed Mr. Peterson of the violation fee for operating without a permit and the process by which he could ask for a waiver of the appeal. Alice noted that we have not received a waiver from them.

Dave said he has been interviewed by KREM 2 and apparently it was on MSNBC. Dave had heard that it will also be in the National Enquirer magazine. Dave talked about education that is provided with permits for moderate and high risk foods, such as handling of raw hamburger. Dave and the Board members voluntarily agreed to pay the violation fee. Dave talked to the local Veterans of Foreign War and explained what regulations the Health District must follow. Dave noted that Alice did her job just the way she was supposed to. The cost of the permit would have been $22.50. Shirley Sands asked about parent involvement in this situation and wondered why they hadn’t taken care of the permit. Matt reiterated that the boy wasn’t working in the food booth. The parents had set up and were operating the hamburger booth. Brad Miller asked what would have happened if all of the hamburgers sold were bad and made people sick, then we would have been the bad guys for that. Matt also noted that 35% of who we deal with are non-profit organizations who routinely obtain permits.

RESOLUTION 04-2012

ADOPTING THE 2013 BUDGET

Dave presented an overview of the budget. The overall revenues are a bit less than last year. Environmental health revenue is slightly up from last year due to an increase in food permits and change in staffing. Flexible funding from the state is down from last year. Environmental health revenues from sewage permits continue to decline. Dave is projecting only 190 onsite sewage applications in 2013, resulting in a reduction of $40,000. We have discontinued the $74,000 Early Support of Infants and Toddlers (ESIT) program. Federal dollars and state programs will likely be reduced by 10%. The Healthy Communities grant will be reduced by $55,000. The Health District will spend $30,000 to implement electronic health care records. Dave said this budget puts the Health District at a tipping point of having to discontinue programs.
There was a break for lunch at 11:45 A.M.

Andy Braff left the meeting at 12:00 P.M.

The meeting reconvened at 12:10 P.M.

Brad Miller said the Budget Committee recommended the following for the 2013 proposed budget:
1. Adopt the 2013 budget in the amount of $2,113,390
2. $129,000 direct revenue reductions for 2013
3. 1.5% cost of living salary increase for employees
4. Increase the cap for health insurance from $550 to $600
5. Elimination of current health officer salary (Dr. Gray)
6. Increase current deputy health officer salary (Dr. Artzis) to reflect the change to health officer

Dave Windom stated that this has been the most difficult budget so far and said if things get any worse, we may have to completely give up the WIC program and/or family planning. Dave explained that how we operate the WIC program will be reorganized and changed to a clerkless model. He said this can be done fairly easily. Dave said at least two (2) employees will be laid off in the next week or so. It was decided by the Budget Committee that if we have a program that is funded by federal or state dollars, they should stand on their own.

It is apparent that we aren’t making a lot of progress in raising immunization rates by us giving them. We should get out of that business with the exception of travel immunizations. We would like to become more involved with schools and community partners and help them review immunization records to assess immunization compliance. Vital statistics revenue is stable and for the most part environmental health is fairly stable. There will be no increase in county contributions this coming year. We will need to use approximately $4,700 from the undesignated reserve fund.

Shirley Sands asked about giving staff a cost of living increase while we are losing employees. Dave said the 1.5% cost of living increase amounts to $16,000. Health District staff has not received a cost of living increase since 2009. Dave noted that there have been times when unionized county staff has received salary increases after our budget has passed and that doesn’t set well with Health District staff. If 40% of eligible employees voluntarily participate in a wellness program, each employee will qualify for a $150 deductible credit in 2013 and the entire group will receive a premium reduction incentive. We are fairly close to reaching 40% participation. Shirley said $16,000 for the staff increase is not very much at all.
Dave Windom said the Budget Committee met twice and were initially presented with four (4) different proposals. The “doomsday proposal” is still out there if need be and may possibly mean complete reorganization of the Health District. A reduction in office hours open to the public may need to happen. Dave said the reorganization to a clerk-less model for WIC will run that program much more efficiently. WIC is more expensive for us because we use public health nurses (PHN) to do WIC. Dave explained that a registered nurse has to be onsite in outer clinics. Board Members concurred that it is important to have a public health nurse at each clinic. We can use less expensive employees such as community health workers in the Colville office which also frees up nurse time.

Joanie Christian voiced concerns about staff workload and delivery of services to clients, though she understands that restructuring is necessary. Larry Guenther suggests reducing services and doing them well. Dave said we will need to scale-back family planning substantially or drop it completely. He said that would be okay for Pend Oreille and Stevens County citizens, but Ferry County has a lot less providers available. Dave said we may cut back on the family planning nurse practitioner traveling to the Newport and Republic offices and decrease the allotted appointment time. Brad Miller asked what would be needed to go forward for community health, given the new budget. Joanie said staffing reductions and program cuts will unfortunately be necessary. Dave said the Newport office may need to be reduced to 80%.

Dr. Artzis suggested some alternative situations that may require us to rethink how we do things. One possible solution would be to eliminate services that other health care providers are doing to avoid duplication of services. A medical resident could come to the Health District for family planning clinics. The Northeast Washington Medical Group (NEWMG) will soon be merging with Providence Health Services. In the past, there have been some issues between the Health District and NEWMG. With a different mindset, we can work together to benefit everyone. Brad Miller asked what would be needed to move forward with this plan. Dr. Artzis said he will present the ideas at the NEWMG Board meeting. He said this is good for public relations, good for the community, and a good use of the resources we have. Shirley Sands asked if she could talk with the medical clinic and hospital in Newport. Dave said he has already spoken to the hospital administrator about contracting with them for a nurse practitioner to do family planning services in our Newport office.

Brad noted that the 2013 Health District budget is less than last year. Dave noted that it is the same bottom line budget as 1996. Dave is worried about problems with the Legislature. Diane Wear said an amendment can be done if sequestration takes place. Dave reiterated that staff layoffs will take place very soon.

Larry Guenther moved and John Hankey seconded the motion to approve Resolution 04-2012: Adopting the 2013 Budget in the amount of $2,113,390 to include a 1.5% salary increase for staff and an increase in the cap for health insurance from $550 to $600. Motion carried.
RESOLUTION 05-2012: ADOPTING UPDATED PERSONNEL POLICIES

Dave Windom read all proposed revisions to the following chapters and sections of the Northeast Tri County Health District Personnel Policies:

- Chapter 1 – PURPOSE AND SCOPE
  - Section 1.2: Intent of Policies
- Chapter 4 – HOURS AND ATTENDANCE
  - Section 4.6: Breaks and Meal Periods (Rest Periods)
  - Section 4.8: Payroll Records/Timesheets
- Chapter 5 – COMPENSATION
  - Section 5.7: Exempt Employee Practice Policy
- Chapter 8 – PAID TIME OFF
  - Section 8.3: Sick Leave
  - Section 8.7: Jury and Witness Leave
- Chapter 9 – EMPLOYEE RESPONSIBILITIES AND CONDUCT
  - Section 9.1: General Code of Conduct
  - Section 9.16: Confidentiality
- Chapter 10 – DISCIPLINE, DISCHARGE AND SEVERANCE OF EMPLOYMENT
  - Section 10.1: Actions Subject to Disciplinary Action
  - Section 10.4: Layoff

Dave explained that most of the changes are recommendations from attorneys. Timesheet changes were recommendations from the state auditor. Revisions to exempt employee practices are a recommendation from Enduris. Changes to the sick leave policy came from abuse that we have had in the past. An Enduris attorney helped us with the section pertaining to patterns of abuse of sick leave. Joanie Christian spoke about revisions to Chapter 9 – Section 9.16 Confidentiality regarding an employee evaluation/counseling. She explained that while some people share information with others about a counseling in an appropriate way, the main concern is that there have been occasions in the past where staff have shared details of an evaluation or counseling in such a way as to violate other sections of the personnel policies, specifically items 15, 17, and 20 in Chapter 10 – Section 10.1. Dave said he obtained the confidentiality section from Health Insurance Portability and Accountability Act (HIPAA). Brad Miller said if an employee gets reprimanded and talks to their coworkers about it, he doesn’t think that we can suppress that. Malcolm Friedman agreed with Brad, but said we are talking about two (2) different things. Dr. Artis said if you get too strict and too wordy in the policies, it can work against you. He added that the confidentiality portion would also apply to the administrator and directors/supervisors as well. It was agreed that the statement will read: "Performance and Planning (counseling) meetings are confidential". The following portion of that statement will be removed: “and discussing these with other staff is considered a breach of confidentiality”. Shirley Sands recommends adding a signature page that will be given to each staff person now and annually that all employees must sign stating that they received the updated personnel policy manual. Matt Schanz talked about Chapter 5 – Section 5.7 Exempt Employee Pay Practice Policy – salary deductions for exempt employees can be made for the following reasons: "Full day absences for personal reasons". Matt recommended adding "once other leave is exhausted" to that statement.
Shirley Sands moved and Diane Wear seconded the motion to approve Resolution 05-2012: Updating Personnel Policies with the above revisions. Motion carried.

SEPARATION AGREEMENT AND RELEASE
Dave Windom said he obtained the Separation Agreement and Release from Diane Wear. When an employee leaves employment, this document says they are agreeing not to sue the District and also gives them a bit of money advantage. Diane said this is a template to make it clean when stating what you will and will not receive and covers age related issues. Diane noted that it has been approved by legal counsel. Matt Schanz asked if the document would apply to any separation. Diane said it may not be necessary if someone were to voluntarily quit. It is for clarification on separation payment and medical benefits. Dave said we may want to use this for contentious staff. Diane reiterated that this is strictly a template. No action was taken.

AUDIT REPORT
Dave reported that the District had two (2) audit findings. The building in Newport should be listed as a capital lease because of the rate that we pay for the building over ten (10) years. We will move it on our statement from one line to another line. It does change availability of cash because it’s an obligation and listed as an unfunded liability. We need to change the method by which staff time is spread from our monthly timesheets in order to bill programs appropriately. The problem comes when staff hasn’t completed their timesheets by the end of the month when the time is spread then the numbers don’t match. When the time is spread, the timesheet will now be 'locked' and the employee will have to go to their supervisor to revise it. We had a situation with a small amount of certificate paper used in vital statistics that came up missing. We have since purchased a safe for locking up keys that is much more secure. For the most part, the audit went very well.

APPOINTMENT OF NOMINATING COMMITTEE
Chairman Brad Miller said there is a potential for all new Commissioners on the Board due to elections and those not seeking reelection. The appointment of the Nominating Committee will be tabled until after the election and/or Board appointments. The Committee will bring nominations for the 2013 Chair and Vice-Chair of the Board of Health to the Annual Board Meeting in January, 2013.

CHAIRMAN REPORT
Brad said we are all going through tough times and he appreciates the work that the administration and staff do for the Health District.

BOARD OF HEALTH MEMBERS REPORT
Larry Guenther is not seeking reelection as Stevens County Commissioner. Larry has been on the Board of Health for four (4) years and has found it very informative.

Malcolm Friedman encouraged everyone to get a Tdap booster.

John Hankey said he is also not seeking reelection as Pend Oreille County Commissioner and shared the same thoughts as Larry.

Diane Wear thanked Health District staff and Board for their comradery.
Dr. Artzis recently attended a meeting in Wenatchee with Dr. Gray where he was recognized for over fifty (50) years of service to public health, the longest amount of time in the entire country.

Dr. Artzis said he needs to spend more time on the other side of the state as it does help to have their support. He talked about changes in how we do business in public health as well as physicians. Dr. Artzis thanked Dave for his involvement in things that are happening and will be coming.

Larry Guenther left the meeting at 1:45 P.M.

Dr. Artzis discussed the recent school exclusions due to lack of immunizations for chicken pox. Malcolm Friedman said sometimes there is a perception that people in rural areas don’t have to follow regulations. Dr. Artzis talked about the many implications and seriousness of chicken pox.

Matt Schanz reported that we have completed our first loan this quarter for the on-site sewage loan program. The Pend Oreille County resident subsequently refinanced his home and the loan was paid off in full. We began advertising the program this spring through various mailings and at meetings and workshops. Additional efforts will be made to increase advertising.

In July, 2012 a severe windstorm occurred in Ferry County, resulting in extensive property damage and extended power disruption. The Health District involvement was focused on public health related issues as a result of the power outage. For the Health District Republic office, the backup generator functioned correctly and temperature sensitive vaccines were protected. Staff participated in coordinated response and focused on the following:

- Food safety at food establishments with key messages being about perishable food storage temperature control and disposal requirements.
- Food safety at home, such as tips for keeping foods cold, when to throw foods out, and disposal of spoiled food.
- Access to potable water, focusing on working with the Public Utility District (P.U.D.) to locate public water supplies to prioritize work areas for power restoration, and contacting several water systems with early power restoration along the highway corridor to function as potable water fill stations.
- Safe generator use, as many instances of the public using generators for emergency power, there can be issues with carbon monoxide poisoning.
In July, 2012 we were notified of a case of E.coli in a child from Chewelah that was initially seen at the hospital in Chewelah, then hospitalized in Colville and later flown to Spokane. The E.coli bacteria, identified as 0157:H7, carries a toxin that makes humans ill, especially younger people. Primary symptoms include diarrhea, enough invasion of the intestinal system to cause bleeding and kidney damage, and sometimes development of hemolytic uremic syndrome that can be life threatening complications that involve kidney failure. We investigated the possible source for the illness, testing home grown hamburger sources and recreational water exposures that appeared to be the most likely source. The child eventually fully recovered after an extensive stay at a Spokane hospital.

Matt Schanz explained that in younger children especially, there can be person to person transmission which occurred in this case with a younger sibling that contracted the illness. The sibling had much more serious complications that resulted in kidney dialysis and removal of the large intestines. Snohomish County Health District also investigated an E.coli case in a child at the same time. Testing at the Department of Health (DOH) Public Health Laboratory confirmed that our first case and the Snohomish case were from a common source through DNA “fingerprinting”. It was determined that the Snohomish child had visited the Chewelah area and both had eaten at the same fast food restaurant in Chewelah on the same day at approximately the same time eating fries and chicken. It was presumed that the food was contaminated post cooking by either an ill food worker or through cross contamination of hamburger product. Since the entire testing process took several weeks, it was not possible to get a meaningful food sample. We have made numerous visits to the restaurant since then, reviewing food handling practices and procedures.

Joanie Christian talked about an official advisory the Health District received from the Centers for Disease Control (CDC) regarding a multi-state outbreak of meningitis from epidural injections. The manufacturer, New England Compounding Center has issued a voluntary recall for the product. We sent out two (2) different advisories with detailed information to all health care providers in the three (3) counties. Joanie noted that these products are not in Washington State that we are aware of. The extent of the contamination at the New England Compounding Center has led to investigation of other products at the compounding center, and there is the potential that other products at the facility may be recalled.

Joanie talked about a recent collaborative project with staff from the Providence Mount Carmel Hospital and Northeast Washington Medical Group. Joanie is encouraged by the success of the project and feels that this has opened up the door for new partnerships with them.
Joanie Christian reported that we just completed our family planning site visit. In preparation for the visit, all staff working in family planning completed Title X orientation training. Title X also requires Board of Health Members to have a basic introduction to the program. Joanie provided each Board Member with a handout that gives a program overview including information on financial management, personnel policies, information and education committee, project promotion, other health care benefits, accessible and available services, medical records, adolescent services, client education and clinical services.

Joanie reported that the pertussis outbreak has slowed down substantially. There were over 4,300 cases statewide. Over eighty (80) tri-county cases were investigated in 2012. The case rate per 100,000 in the tri-county area was much higher than the state average. It is estimated that actual case numbers in the community is ten (10) times the amount that are lab confirmed. Prior to school starting back up, many informational releases were sent out to schools to update them on the pertussis outbreak, encourage them to review immunization records, and to contact parents of children who were not up to date on the pertussis vaccine, inform them of the outbreak and the need to be current on pertussis vaccine before returning to school. We haven’t had any further pertussis hospitalizations since the last Board of Health meeting. We are getting reports of people who are being presumptively treated without being tested, so health care providers may not be testing suspected cases as much as they did earlier in the course of the outbreak.

Chicken pox is circulating in the Colville community, and has been reported at schools and daycare centers. There were five (5) cases at Hofstetter School, which meets the CDC criteria for an outbreak within a school setting. Chicken pox is considered by many to be a harmless childhood illness, but it can have devastating consequences for certain individuals, such as pregnant women or immunocompromised individuals. To prevent further spread of the disease, Dr. Gray issued an exclusion order. It was originally estimated that approximately 15-25 students would be excluded. After the school reviewed immunization records, 60-75 students were out of compliance for the chicken pox vaccine. Parents of non-immunized or students who were not up to date for the chicken pox vaccine were contacted and issued a letter. Joanie explained that students must meet one (1) of four (4) criteria outlined in the letter in order to return to school. Most students have since been vaccinated or provided evidence of immunity. There are still some who haven’t provided proof of previous chicken pox infection and do not wish to vaccinate their child. For those parents/students, the exclusion will continue until twenty-one (21) days from the rash onset of the last case. Two (2) new cases have been confirmed in the last few weeks, so the exclusion has been extended to November 1, 2012 unless there are further cases.
Joanie Christian explained that in determining the best way to proceed to minimize spread in the community, information from the CDC, the Office of Superintendent of Public Instruction (OSPI) and Department of Health (DOH) was reviewed. Additionally, the Health District consulted with Educational Service District 101 School Nurse Corps coordinator and Spokane Regional Health District (SRHD), as SRHD recently developed protocols for chicken pox outbreaks in school settings. Dr. Artzis added that we plan to meet with the school nurse and superintendent of the Colville School District to see how we did and how we can make improvements.

ADMINISTRATION REPORT

Dave Windom talked about what core things need done in each county. The Health District is a pilot for a survey project that is a cost analysis of core functions of local health jurisdictions. Depending on the results, it will be given to all local health jurisdictions to complete. The information will be given to the Legislature as a way to show them what we need as sustainable funding. He noted that our flexible funding is in danger of being reduced or eliminated. Dave has been working on this project for six (6) months.

Dave is on his last two (2) months as Public Health Executive Leadership Forum (PHELF) Chair. He will remain on the Washington State Association of Local Public Health Officials (WSALPHO) Board for next year. Apparently they may be looking at reorganizing WSALPHO. Currently, each district is allowed six (6) votes and would be changed to one (1) vote per district. Dave is a member of the Legislative Committee that is asking for maintained funding and no more cuts in funding. Some districts want to be their own financial agents which wouldn’t make any sense for local health jurisdictions on this side of the state.

Dave indicated that employee layoffs will be done the first part of November, 2012. He talked about the lack of funding of mandated core functions. The Health District has spent about $80,000.00 for communicable disease outbreaks.

PAYROLL & VOUCHERS

Dave said vouchers are done once a week, since they have to double-entered into two (2) systems for Stevens County. Dale House noted that all of bills/vouchers are approved by the Administrator and a Stevens County Commissioner that is a Board Member. The auditor recommended that we provide the Board of Health with an itemization of vouchers, along with benefits and payroll amounts.

Attached to these minutes are benefits amounts from January 18, 2012 through October 5, 2012; payroll amounts from February 3, 2012 through October 5, 2012 and voucher amounts from January 18, 2012 through October 10, 2012. Diane Wear moved and Shirley Sands seconded the motion to approve the benefits, payroll and voucher amounts indicated above. Motion carried.
Chairman Brad Miller adjourned the meeting at 2:45 P.M. The next annual meeting of the Board of Health of Northeast Tri County Health District will be on Wednesday, January 16, 2013 in Stevens County.

Respectfully submitted,

[Signature]
Samuel A. Artzis, M.D., Health Officer

By
Kelly D. LeCaire
Brad Miller, Chairman
The following voucher/warrants are approved for payment:

**General Fund:**

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**Payroll**

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**Total:** $1,738,831.67