BOARD OF HEALTH MINUTES
ANNUAL MEETING
Wednesday, January 16, 2019

MEMBERS PRESENT: Mike Blankenship, Don Dashiell, Johnna Exner, Steve Kiss, Elbert Koontz, John Ridlington, Shirley Sands

MEMBERS ABSENT: Steve Parker, Karen Skoog

STAFF PRESENT: Judy Hutton, Kelly LeCaire, Tammy Maine, Matt Schanz, Alyssa Spradley, Logan Worley

GUESTS: Andrew Engell, Mary Selecky

CALL MEETING TO ORDER: Due to the absence of the current Chair and Vice Chair, Mike Blankenship called the meeting to order at 10:04 A.M. A quorum was present.

INTRODUCTIONS: Introductions were made by all.

DESIGNATION OF 2019 BOARD OF HEALTH: Matt Schanz stated that there were no changes to the Board of Health of Northeast Tri County Health District for 2019. Ferry County Board of Commissioners have appointed Commissioners Mike Blankenship and Johnna Exner; Pend Oreille County Board of Commissioners designated Commissioners Steve Kiss and Karen Skoog; Stevens County Board of Commissioners have appointed Commissioners Don Dashiell and Steve Parker; Mayor John Ridlington was appointed by the City of Kettle Falls; the City of Newport appointed Mayor Shirley Sands; the City of Republic appointed Elbert Koontz.

REPORT FROM NOMINATING COMMITTEE AND ELECTION OF OFFICERS: Members of the nominating committee are: Johnna Exner, Steve Kiss and Steve Parker.

The nominating committee recommends Steve Parker as Board Chair for 2019. Elbert Koontz moved, and John Ridlington seconded the motion to approve the nominating committee recommendation of Steve Parker as 2019 Board of Health Chair. Motion carried.

The nominating committee recommends Steve Kiss as Vice Chair for 2019. Elbert Koontz moved, and John Ridlington seconded the motion to approve the nominating committee recommendation of Steve Kiss as 2019 Board of Health Vice Chair. Motion carried.

CONSIDERATION OF MINUTES: John Ridlington moved, and Elbert Koontz seconded the motion to approve the minutes of November 21, 2018. Motion carried.

CORRESPONDENCE AND INFORMATION: There was no correspondence to the Board.

PUBLIC APPEARANCES: No public appearances were pre-registered.
ADDITIONS OR CHANGES TO AGENDA: There were no changes to the agenda.

Don Dashiell arrived at the meeting at 10:13 A.M.

PACWEST SILICON FACILITY HEALTH IMPACT ASSESSMENT: Alyssa Spradley said the first step in the environmental review is to conduct a study to evaluate impacts of the proposal and potential options to help protect people and the environment. Ecology collects and analyzes information about potential impacts and develops an environmental impact statement (EIS). Alyssa noted that no contract has been signed by PacWest Silicon. Steve Kiss talked about the frustration due to minimal communication from PacWest Silicon.

OPIOID GRANT UPDATE: Judy Hutton reported that Makayla Nez was hired as the Spoke Care Navigator for the Hub and Spoke Opioid Grant. Judy is setting up a meeting with the Stevens County Prosecutor and jail commander, as part of the grant includes expanding services. There is also interest in partnering with area food banks. Judy noted that one more site will be added in each county, and so far, Curlew and Cusick are being considered as new sites. The Chewelah City Police Department and the Ferry County Sheriff would like to have Narcan available. Judy is excited to reach out to first responders as some of the smaller first responders can’t afford the Narcan. NETCHD is exploring getting more exchange sites. Mary Selecky is excited about the partnership with food banks. Mary informed the Board of an informational presentation, the Opioid Epidemic in Our Communities, scheduled for February 12, 2019 at the Colville Branch of the Spokane Community Colleges. Matt Schanz is one of the panelists speaking at the event that is sponsored by the American Association of University Women (AAUW). Matt talked about possibly expanding the medication take back program. Additional boxes are available for law enforcement through Poison Control from Snohomish County until mid-2020 when the pharmacy-funded program takes effect.

LEVEL OF FEE SUPPORT FOR ENVIRONMENTAL HEALTH PROGRAMS: Matt said there have been ongoing conversations regarding the level of fee support for environmental health programs. A fee guidance policy was adopted by the Board of Health (BOH) on January 15, 2014 outlining how much money NETCHD should try to recover from fees. Some services really benefit one person while others primarily benefit the population by protecting them from potential health threats or hazards. There have been conversations at the last two budget sessions about the undesignated reserve fund and how we cannot continue to draw from that fund to balance the budget. Fee recovery options could help that issue.

Alyssa presented fee comparisons with other jurisdictions to help with understanding where other jurisdictions have fees set and how we compare to them. The graphs show an average between a high range and low range in similar categories in the food and onsite septic system (OSS) programs. Overall, our fees are much lower than everywhere else, because we are not 100% fee recovery. Alyssa noted that if we increased our fees in the food and OSS programs to 75%, for food we would be about average on the low end, and in OSS would be average compared to other jurisdictions. She talked about recovery and our cost to do business. Money used to make up the difference comes from the three counties. Some categories within the food program will always have to be supplemented by us, as it is very unlikely that we would be able to entice them to have community events, if they couldn’t afford it.
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Matt Schanz would like to gauge the interest in where the difference is made up. Matt pointed out that it is a significant cost of doing business with county contributions making up those differences. There is the realization that the counties find it difficult to fund. Those county contributions have been decreased and this is the way of the times. Another question being, how do you reduce this, and do we reduce the level of service? Matt noted that NETCHD staff are truly at the lowest they can go, decreased in half of what we had 15 years ago.

Johnna Exner agreed that it is not feasible to increase fees for temporary food permits. She asked if there was a way to break it down between fixed establishments and temporary. Alyssa Spradley said she does not have it broken down, but she can.

Matt said adjusting fees in the food program (fixed establishments only) and onsite septic system permitting would make the most impact. Matt isn't looking for any hard and fast answer but rather ongoing conversation.

Shirley Sands was on the BOH at the time the fee guidance policy was passed. She pointed out that had we as a BOH increased the fees a bit each year, we wouldn't be in the place we are right now. Most people that are building a home realize there are fees associated with that and have the money or they wouldn't be doing it. We need to be thinking of NETCHD as a business. Fees for all kinds of things are rising and if you aren't keeping up with the times and going with the flow, you will be left behind. If we continue as we are, in five years we won't be able to continue. NETCHD staff have been cut as much as they can. Matt asked how cities and counties look at their fee structure and how it is supported. Shirley said Newport compares their fees with others of the same size. Shirley said fee schedules should be set to recoup costs and put a little away for a rainy day. If not, we may be running ourselves out of business and that rainy day will come, which is what she said years ago, and now here we are. Matt said fees can be raised in stages and asked the BOH members to continue to contemplate the issue. Elbert Koontz said the City of Republic has the lowest rates in the state and are in a situation now that if they don't raise water and sewer rates, they can't get a loan to fix their infrastructure. Shirley said the same thing has happened with Newport and because of the low rates, you aren't eligible to even apply for loans. Matt and Alyssa would like feedback from the BOH. Mike Blankenship said Tim Eyman has another initiative that will be on the ballot in November. The initiative is similar to the flat rate of $30 vehicle tab, regardless of value or weight of the vehicle and gets rid of weight fees. Mike remembers the impact that had the last time the initiative passed. The $400,000 (approximate) that Ferry County received to cover lost funding is down to $200,000. He does understand where NETCHD is coming from, but he sees homeless people on the street and doesn't know what we are going to do. Every tax or increase that we add-on impacts either a business or a person. Our population is growing with retirees, and our youth are leaving because of lack of work. He has held very strong to opposing fee increases, but he may need to change that thought. Don Dashiell talked about land development and asked if there is a benefit to the business or homeowner, or a benefit to the entire county. He feels that some fees should be set at 100% recovery. He talked about possibly consolidating multiple fees into one fee. Matt said he may reach out to county building and planning departments as well as cities to get their perspective. John Ridlington said raising fees in smaller increments may be best. Matt said we have attempted to do that, but not as aggressive as we could have. NETCHD staff will collect more information and would like to revisit this at the July BOH meeting.
TOBACCO 21 WASHINGTON STATE ASSOCIATION OF LOCAL PUBLIC HEALTH OFFICIALS (WSALPHO) EFFORTS: Matt Schanz noted that efforts by WSALPHO to raise the legal age to 21 to purchase tobacco was not put on the NETCHD legislative priorities list. Tammy Maine is the health educator for the NETCHD youth tobacco vaping program. The Legislature is currently considering House Bill 1074 to raise the legal age from 18 to 21 to purchase tobacco. Tammy provided information and data to support those efforts. Tobacco use is the leading cause of preventable disease and death in the United States. It is estimated that 95% of tobacco users start before age 21. The following six states have raised the minimum legal age to purchase tobacco from 18 to 21: California, Hawaii, Maine, Massachusetts, New Jersey and Oregon. To date, there is no published evidence yet available on whether raising the age in these states reduced youth tobacco use rates. There is a substantial amount of published evidence on the effectiveness of raising the national minimum legal age to purchase alcohol from 18, 19, and 20 to age 21 to reduce drinking and driving fatalities among youth. The 2016 Healthy Youth Survey indicates a consistent pattern of youth tobacco increase as access to eligible tobacco purchasers and users increase. Tammy provided information on tobacco companies focus on youth vulnerability.

John Ridlington asked about a few programs that receive funding from tobacco taxes. Matt said those tax dollars are incorporated in the state budget. Mary Selecky said most of that money goes into the general fund, and not into specific programs. Matt said DOH is aware of what the loss will be and are accounting for that. Tammy said the current cost of health care for tobacco in the State of Washington is astronomical. If that can be reduced, we will reduce health care costs. Tammy noted that vaping is also included in the bill. Mike Blankenship said he was thinking about our military personnel. He was drafted at age 19 and there are veterans coming back from Afghanistan that wouldn’t be old enough to buy cigarettes. He said there are other impacts to be considered. We are putting a date to something and who has the right to tell me what I can and cannot do. Tammy said it is a very fine line.

NETCHD LEGISLATIVE AND RULEMAKING PRIORITIES: Matt is proposing a list of 2019 NETCHD legislative and rulemaking priorities. BOH approval will allow the NETCHD Management Team to advocate for or against priority legislation/rules as described. As suggested previously by Steve Kiss, NETCHD staff will monitor legislation that will negatively impact the mission of public health and update the BOH on these issues as they arise. The proposed priorities include:

Support Foundational Public Health Services (FPHS) Funding and Oppose Reductions in Funding for Existing Local Public Health Jurisdiction Services: Sustainable and adequate statutorily-directed revenues are needed to ensure mandated and critical public health services can be provided to the public within Ferry, Pend Oreille and Stevens Counties. Funding FPHS is critical to maintain and support future work to protect our public’s health. The Department of Health’s FPHS budget request is jointly shared with WSALPHO has been reduced from $296 million to $100 million to fund these priorities statewide. The Governor’s budget currently supports funding for FPHS at $22 million.

Continue State Funds for Group B Drinking Water Program: Funding that has allowed local health jurisdictions (LHJs) to develop and maintain programs has been determined to be critical.

Support Local Solid Waste Financial Assistance Funding: These funds are split between county solid waste management programs for solid waste and hazardous waste implementation and LHJs for enforcement activities.
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Matt Schanz provided the BOH with a handout describing what FPHS in Ferry, Pend Oreille and Stevens Counties looks like to include what NETCHD has done and what NETCHD can do. Matt noted that Public Health Day is March 6, 2019. He has already met with Joel Kretz, Shelly Short and Jacquelin Maycumber and gave them this handout on FPHS.

Elbert Koontz moved, and John Ridlington seconded the motion to approve the 2019 NETCHD legislative and rulemaking priorities list as written and described above. Motion carried.

RESOLUTION 01-2019: ADOPTING PERSONNEL POLICY CHANGE: Matt and Jessie Roth developed a draft revision of paid time off and other leaves in the NETCHD personnel policy. The draft document was reviewed by the internal employee advisory committee as well as legal review by a Spokane attorney specializing in human resources through Endurus. The BOH was given a copy of the current policy, the first draft revision and second draft revision following legal review. There are numerous minor changes, but the major changes are in the sick leave portion to reflect changes in state law and a new section added on Washington’s paid family and medical leave law.

Shirley Sands moved, and Steve Kiss seconded the motion to approve Resolution 01-2019: Adopting Personnel Policy Change. Motion carried.

GROUP B ANNUAL REPORT: Alyssa Spradley reported that during 2018, NETCHD had no Group B well submissions and also requested that fees for this program stay the same at this time.

COMMITTEE APPOINTMENTS: APPEAL, BUDGET, PERSONNEL: The Acting BOH Chair and BOH members agreed to leave committees as they were established from the prior year. The 2019 BOH committee appointments are as follows:

- Appeal Committee: Don Dashiell, Johnna Exner, Steve Kiss, Elbert Koontz
- Budget Committee: Johnna Exner, Steve Parker, Shirley Sands, Karen Skoog
- Personnel Committee: Mike Blankenship, Steve Kiss, John Ridlington, Steve Parker

REVIEW OF 2019 MEETING SCHEDULE: Matt noted that the BOH November meeting had to be changed from November 20 to November 13, 2019 due to the County Leaders Conference. Johnna Exner would like the May 15 meeting rescheduled as well, as the National Association of Counties (NACo) Western Interstate Region (WIR) Conference will be in Spokane that week. The BOH meeting will be May 8, 2019.

The Board of Health of Northeast Tri County Health District 2019 meeting schedule was reviewed, revised and approved as follows:

- Wednesday, January 16, 2019 – Annual Meeting, Stevens County
- Wednesday, March 20, 2019 – Regular Meeting, Stevens County
- Wednesday, May 8, 2019 – Regular Meeting, Pend Oreille County
- Wednesday, July 17, 2019 – Regular Meeting, Ferry County
- Wednesday, September 18, 2019 – Regular Meeting, Stevens County
- Wednesday, November 13, 2019 – Regular Meeting, Stevens County
CHAIR REPORT: Mike Blankenship said after a few trips to NETCHD on the wrong days, he was finally able to get rid of syringes. Prior to that, he went to some pharmacies where he was told that they couldn’t take the syringes back, and one young lady at a pharmacy suggested duct taping them closed and throwing them in the landfill. Mike suggested that NETCHD develop a disposal policy. Alyssa Spradley said there is a funding opportunity using solid waste dollars to deal with proper disposal of syringes. Matt Schanz said we can provide pharmacies with information on proper disposal. He talked about possibly establishing outreach and disposal boxes in pharmacies and using solid waste dollars to pay for it. Judy Hutton has been asked about NETCHD supplying sharps containers.

BOARD OF HEALTH MEMBERS REPORTS: Elbert Koontz said public works crew have been removing blockages of plastics, vaping pipes, pillows etc. coming from the Ferry County jail. The problem is with Environmental Protection Agency (EPA) with sewer ponds, they are good for the next 10 years but are filling up with plastics. Elbert said it is very expensive. They have a camera that shows what the problem is. Mike said they have looked at getting a shredder. Mike said there have even been blockages caused by bed sheets. Elbert noted that these items won’t biodegrade. Matt suggested talking with Stevens County PUD staff for possible solutions. John Ridlington said they are having trouble at lift stations with baby wipes plugging those up.

Steve Kiss said the Pend Oreille County public works director just finished a project from 1994 to close two county owned landfills. A letter was received from the Department of Ecology stating they have signed off and the two landfills are closed.

Don Dashiell mentioned recent wolf sightings in Stevens County.

Shirley Sands reported that the City of Newport hired a new city administrator, as Ray King retired after 40 years. A water treatment facility is going in on the south bench on land that was purchased years ago. PacWest has not submitted paperwork of any kind and hasn’t presented any type of plan. She is at the point where she must move the City of Newport in the right direction.

HEALTH OFFICER REPORT: There was no health officer report.

ADMINISTRATION REPORT: Matt Schanz submitted the administration report as follows:

- Leading into 2019, the District will continue to make improvements to IT security. Through revisions to our contract with Philantech3, we will be adding advanced security settings, including a move to a password security tool.

- The District receives grant dollars to support a Public Health Emergency Preparedness and Response program. Under this program, our All-Hazard Emergency Response Plan is going through a substantial revision. When completed, the base document will be shared with the county emergency managers. If BOH members are interested in receiving this document, please let us know.
During the November 2018 BOH meeting, there was a discussion about updating the District's strategic plan. This process will commence in early 2019 with BOH participation and input. At that meeting, there was discussion about utilizing the Task Force to solicit input but that should be a decision of the new 2019 BOH chair.

**COMMUNITY HEALTH REPORT:** Judy Hutton submitted the community health report as follows:

Flu activity has been increasing within the three counties. There have been no flu related deaths reported in our counties, as of January 2, 2019.

The Harm Reduction and Safe Syringe Services Program, (HRSSSP), is gradually increasing in the number of clients being seen. There were over 950 syringes taken in for disposal, however, not all were from clients seeking clean syringes. A presentation was made in December, at Rural Resources, for food bank administrators. We are now reaching out to them individually regarding using their locations to expand HRSSSP services. Outreach and education within all three counties continues. We have dispersed almost all 36 Narcan kits that we were issued at the onset of the program. The kits have been dispersed to clients as well as law enforcement, and we have additional law enforcement agencies interested in receiving the kits as well.

We received a very nice compliment from a client who was seen in the vasectomy program within our Colville office. This person told one of our employees how friendly and helpful the staff were and that they were treated very nicely.

The WIC program is moving into Electronic Benefit Transfer (EBT) cards. The training will take place in two parts; with the first group to begin training in February and the second group will complete their training in July. All WIC offices within the three counties will be able to issue the EBT cards starting on July 22, 2019. This is a big move from paper “checks” and a new software program as well. This has been in the planning stages for a long time. Other states are already using EBT cards for WIC transactions with great success.

**ENVIRONMENTAL HEALTH REPORT:** Alyssa Spradley submitted the environmental health report as follows:

**Keeping of Animals:** In 2009 the Washington State Board of Health received a petition to change the rule regarding the keeping of animals (WAC 246-203-130). The areas of concern were regarding the human health impacts on livestock manure and other domestic animal wastes. Work has restarted in the review and revision of this rule and intends to conclude by the end of 2019.

**Drinking Water Testing:** NETCHD has facilitated the testing of drinking water to local Colville schools. This testing is conducted free of charge by the Washington State Department of Health (DOH). Testing is optional. After testing is completed, DOH provides the schools with the results and list of recommendations.
FDA Grant/Envision Connect: We have been granted the extension we requested to complete implementation of our software for online applications for food permits, online payment options for applications and renewals, and online complaint submissions. We have until the end of April 2019 to complete the implementation. This activity is funded by an FDA grant.

Trends of Growth: Preliminary results from annual evaluation of environmental health programs show steady maintenance of land development with moderate growth in development of onsite septic systems. A complete review will be available with the annual report.

The Washington State Board of Health (SBOH) Keeping of Animals Rulemaking Summary and Timeline was included in the environmental health report. RCW 43.20.050 authorizes the SBOH to adopt rules and standards to prevent, control, and abate health hazards and nuisance related to the disposal of human and animal excreta and animal remains. The Keeping of Animals rule, WAC 2469-203-130, addresses the handling of animal excrement to protect health and sanitation and to prevent and abate nuisance. Poorly managed livestock manure and other domestic animal waste presents many human health and environmental risks. The waste can affect neighboring properties, pollute valuable surface and groundwater resources, and can cause or contribute to many other effects particularly in areas with large feeding operations and large numbers of farm animals.

The Keeping of Animals rule is a longstanding and outdated SBOH rule, codified as Washington Administrative Code in 1960. The rule language dates to the 1920s and 30s. In 2009, the SBOH received a petition the Washington Association of Conservation Districts to amend the rule.

Matt Schanz informed Steve Kiss that once the Department of Ecology gives the letter signing off on the landfill closure, there will be some type of title notice governing future use of that property.

PAYROLL AND VOUCHERS: Attached to these minutes are benefits and payroll amounts from December 5, 2018 through January 5, 2019; and voucher amounts from November 14, 2018 through January 7, 2019.

ADJOURNMENT: Acting Board Chair Mike Blankenship adjourned the meeting at 11:58 A.M. The next regular meeting of the Board of Health of Northeast Tri County Health District will be on Wednesday, March 20, 2019 in Stevens County.

Respectfully submitted,

[Signature]

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

By [Signature]

Kelly D. LeCaire, Executive Secretary

Steve Parker, Chair

Mike Blankenship, Acting Chair
Northeast Tri County Health District

The following voucher/warrants are approved for payment:

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Payroll December $92,659.05 1/5/2019 BOH 01/16/2019