

**OKANOGAN COUNTY COMMISSIONERS'**

**RESOLUTION 100-2022**

*A Resolution by the Okanogan Board of County Commissioners amending the Okanogan Public Health District charter adopted by resolution 96-2015 and in accordance with Revised Code of Washington 70.46.031.*

**WHEREAS:** The Okanogan Board of County Commissioners formed a single county public health district in 1986, and

**WHEREAS:** The Public Health District Board of Health adopted a charter in 1986 which created a Five (5) member board consisting of the 3 County Commissioners and 2 representatives from the Cities/Towns; and

**WHEREAS:** The Public Health District Board of Health adopted resolution 92-022 which amended the charter to expand the board membership from 5 to 6 members consisting of the 3 County Commissioners and 3 representatives from the Cities/Towns; and

**WHEREAS:** In or about 1995 amendments to the Revised Code of Washington eliminated the Cities/Towns direct financial contributions to public health and made the Counties responsible for the cost of public health services (RCW 70.05.130); and

**WHEREAS:** Revised Code of Washington 70.46.031 allowed "Any single county health district existing on the effective date of this act (1995) shall continue in existence unless and until changed by affirmative action of the county legislative authority"; and

**WHEREAS:** The Okanogan Board of County Commissioners finds that changes to the Public Health District Board of Health charter is desirable to make the charter consistent with RCW 70.46 to recognize the accountability for the cost of public health services assigned exclusively to the Counties by statute; and

**WHEREAS:** The Okanogan Board of Health discussed the matter of the public health district charter on July 14, 2015 and August 11, 2015; and

**WHEREAS:** The Okanogan Board of County Commissioners held a public hearing with notice on October 5, 2015 to take public input on the proposed revisions to the charter;

**WHEREAS:** In 2021, changes were made to RCW 70.46.031 regarding Public Health Board membership that included additional categories of representation; and

**WHEREAS:** The Okanogan Board of County Commissioners discussed amendments to the charter on July 12, 2022 consistent with RCW to include membership of the Colville Tribal Reservation that falls under the District's authority.


**NOW THEREFORE BE IT RESOLVED:** The Okanogan Board of County Commissioners hereby amends the Public Health District Board of Health Charter by:

- 1) Rescinding the January 10, 2017 Charter adopted by the Board of Health
- 2) Rescinding Okanogan County Resolution 96-2015
- 3) Adopting the revised charter as ATTACHMENT "A" to this resolution


DATED at Okanogan, Washington this 12 day of July 2022.



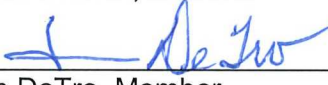
ATTEST:

  
Laleña Johns, CMC  
Clerk of the Board

BOARD OF COUNTY COMMISSIONERS  
OKANOGAN, WASHINGTON

  
Andy Hover, Chairman

  
Chris Branch, Member

  
Jim DeTro, Member

**AMENDED AND RESTATED  
OKANOGAN COUNTY  
PUBLIC HEALTH DISTRICT CHARTER  
2022**

**Article I – Name**

The name of this organization shall be called the Okanogan County Public Health District, referred to as the “Health District.”

**Article II – Authority**

The Okanogan County Board of Health is authorized pursuant to Washington State RCW 70.05. and RCW 70.46.031

The Board of Health is the governing body of the Okanogan County Public Health District operating under the direction of the Health District Administrative Team, in conjunction with a Health Officer and the Board, with jurisdiction over all public health matters in the incorporated and unincorporated areas of Okanogan County including those portions of the Colville Tribal Reservation that falls under our authority.

Following RCW 70.05.035, the jurisdiction of the local Board of Health shall be coextensive with the boundaries of the County.

**Article III – Objectives**

The Purpose and Function of the Board of Health are to:

- a. Protect, and promote the public health within Okanogan County.
- b. Unite municipalities and the County in a cooperative effort to supervise all matters pertaining to the preservation of the life and health of the citizens within its jurisdiction.
- c. Adopt, amend and enforce reasonable regulations consistent with law in the areas outlined in Washington State RCW’s and all other statutes providing authority to adopt, amend, and enforce regulations consistent with law,
- d. Adopt a schedule of reasonable fees to be collected for providing public health services, including but not limited to issuing or renewing any health permit or license required to be obtained from the Health District pursuant to applicable law, with such permit or license fees being collected for the sole purpose of defraying the cost and expense of the procedures for issuing and regulating licenses and permits, and investigations related thereto, and not for the purpose of general revenue.

**Article IV – Board Membership**

The Okanogan County Public Health District Board of Health shall consist of eight (8) members. Appointments to positions 1 through 7 shall be made by the Okanogan County Commissioners as follow:

Position 1. Position 1 shall be an Okanogan County Commissioner District #1

Position 2. Position 2 shall be an Okanogan County Commissioner District #2



## **ATTACHMENT “A”**

Position 3. Position 3 shall be an Okanogan County Commissioner District #3

Position 4. Position 4 shall be an individual who resides within Okanogan County and meets the qualifications for the category of “Consumers of Public Health” as described in RCW 70.46.031 (1)(a)(ii) The individual appointed to this position may not be an elected official.

Position 5. Position 5 shall be filled by an individual who resides within Okanogan County and meets the qualifications for the category of “Other Community Stakeholders” as described in RCW 70.46.031(1)(a)(iii) The individual appointed to this position may not be an elected official.

Position 6. Position 6 shall be an individual who resides within Okanogan County and meets the requirements for the category of “Public Health, health care facilities, and providers as described in RCW 70.46.031(1)(a)(i) The individual appointed to this position may not be an elected official.

Position 7. Position 7 shall be an individual selected and appointed by the Board of County Commissioners from among the elected Mayors and Council Members from the cities within Okanogan County.

Position 8. Position 8 shall be held by a tribal representative selected by the American Indian Health Commission. A primary and an alternate tribal representative shall be designated by the American Indian Health Commission in writing to the Board of Health at such times as the American Indian Health Commission may determine.

### **Additional Provisions Applicable to Positions 4 through 7**

Individuals appointed to the Board of Health to Positions 4 through 7 who accumulate four or more unexcused absences from Regular Board Meetings of the Board of Health in any calendar year may be removed from the Board of Health by a quorum of the Okanogan County Commissioners.

### **Board Member Stipend**

Board members holding positions 4 through 8 shall receive a stipend for each meeting they are in attendance for in the amount of \$100.00 unless they are being compensated by another governmental agency or Tribal Authority for their attendance, in which cases no stipend shall be paid.

### **Terms of Office**

There shall be no specific term of office for positions 1, 2, 3 and 8.

Positions 4 and 5 will have initial terms ending December 31, 2023 and shall be four (4) year terms thereafter. Positions 6 and 7 shall have initial terms ending December 31, 2025 and shall be four (4) year terms thereafter. All appointments may be re-appointed at the discretion of the Board at the completion of their term. Individuals appointed to serve effective other than on a January 1, shall serve the remainder of the unexpired term for the position to which they are appointed.

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### **Article V – Legislative Powers, Duties and Functions**

The authority of Okanogan County Public Health District shall be as prescribed by the Laws of the State of Washington and the duties and functions of public health shall include, but are not limited to:

Appoint members to the Administrative Team, consisting of a Community Health Director and an Environmental Health Director which shall serve together as the District Administrative Officer as that position is described in RCW 70.05.045.

Appointment of a qualified public health officer in accordance with Title 70 RCW.

Carry out and enforce the public health laws, rules and regulations of the State of Washington, both current and as may be amended.

Review and arrange for the necessary finances and budget to carry out adequate public health functions following RCW 70.12 and RCW 70.46 and other applicable laws.

Receive reports from the Administrative Team concerning the activities of public health.

### **Article VI – Officers and Duties**

#### **1. Chairperson & Vice-Chairman**

- a. The Board shall elect a Chairperson pursuant to RCW 70.05.040 and Vice-Chairperson from its membership in January of each year.
- b. In the event of a vacancy occurring, a new Chairperson or Vice-Chairperson shall be elected from the Board Members at the next Board meeting.
- c. The Chairperson shall preside at the meetings of public health, and shall perform such other duties as custom and parliamentary procedure require. The board Vice-Chairperson shall serve in the absence of the Board Chairperson.

#### **2. Administrative Team**

- a. The Fiscal Coordinator acting under the direction of the Administrative Team shall:
  - Be the custodian of all records, books and papers belonging to the Board;
  - Record minutes of all meeting of the Board; and
  - Carry on the usual correspondence of the Board, including such matters as notifying members of meetings and notifying officers of their election.
- b. Payment of accounts, vouchers and payroll shall be presented to the Board.

#### **3. Treasurer and Auditor**

The Auditor of Okanogan County shall keep the records of the receipts and disbursements, and the Treasurer of Okanogan County shall honor and pay all warrants, which shall be approved before the issuance and payment as directed by the Board. Warrants shall be paid out of Public Health pooling funds following applicable law.

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### **4. Attorney**

The Board may appoint an attorney whose duties shall be to advise and to assist in legal matters of the Health District. The Board Chairperson, Vice-Chairperson, and/or a member of the Administrative Team shall advise the attorney when their services are needed.

### **Article VII – District Health Officer**

The Health District Health Officer shall be appointed by the Okanogan County Board of Health in accordance with RCW 70.05.050 and RCW 70.05.051. The Health District Health Officer shall perform such duties as required by law and assigned by the District Administrative Team in accordance with RCW 70.05.070.

The Health District Health Officer shall be paid such salary as determined by the Okanogan County Board of Health.

### **Article IX – Meetings**

The Board shall meet monthly for a regular meeting at such times and places as determined by a majority of its members.

All meetings of the Board of Health shall comply with the requirement of the Open Public Meetings Act, RCW Chapter 42.30

### **Special Meetings**

A special meeting may be called by the Chairperson at their discretion, or on written request of at least five (5) Board members. Written notice of a special meeting shall be provided to each Board Member at least 24 hours prior to the proposed meeting concerning the time, place, and subject of the meeting. At a special meeting, no business may be transacted except that specified in the notice of the special meeting.

### **Quorum**

A majority of the members of the Board shall constitute a quorum for conducting all meetings and business of the Health District.

### **Rules of Order**

All meetings of the Health District Board of Health shall be governed by the parliamentary rules and usages contained in the current edition of Robert's Rules of Order. The Chairman may act as parliamentarian, or may designate a parliamentarian if they so desire.

### **Article X – Expenses and Funding for Public Health Services**

The Health District Board of Health shall be funded pursuant to Title 70 RCW and other State and Federal laws, and the expense of providing public health services shall be borne by Okanogan County pursuant to RCW 70.46.085.

The Health District Board of Health shall establish a “Health District Fund” pursuant to RCW 70.46.080. Nothing in this Charter shall preclude cities and towns from contributing



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funds to the Health District Fund in addition to amounts provided by State law, Federal law and the County.

### Article XI – Amendments

This Charter may be amended at any time by the County Commissioners of Okanogan County.

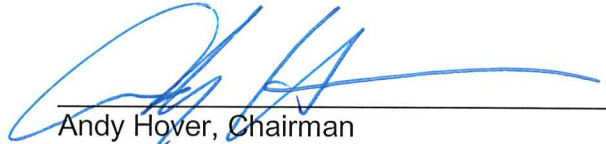
### Article XII – Amended and Restated

This Amended and Restated Charter replaces in full the 1992 Charter and the Board of Health adopted January 10, 2017 revised Charter and all previously adopted Charters.

Adopted at the regular meeting this 12 day of July 2022 by the Okanogan County Commissioners.

BOARD OF COUNTY COMMISSIONERS  
OKANOGAN, WASHINGTON

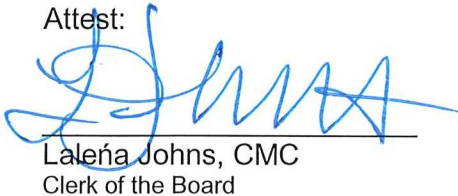


  
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Andy Hover, Chairman

  
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Chris Branch, Member

  
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Jim DeTro, Member

Attest:

  
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Laleña Johns, CMC  
Clerk of the Board