

**Okanogan County Board of Health Meeting
September 12, 2023**

Board Members Present: Jim Wright, Jon Neal, Mariann Williams, Andy Hover, Chris Branch, Denise Varner

Staff Present: Lauri Jones, Michael Harr, Jodi Ogden, Dr. Wallace (Zoom) Kait Schilling (Zoom)

Guests: See attached Register (*Exhibit A*) *The meeting was held in the OCPHD Board Room and also via /Zoom conference call.*

CALL TO ORDER AND INTRODUCTIONS

Call to Order – The meeting was called to order at 1:30 PM by Chairman Andy Hover.

ADDITIONS/APPROVAL OF THE AGENDA

Lauri presented the agenda for September 12, 2023. Chris made a motion to approve the agenda as presented; Jon seconded and the motion carried with all in favor. (*Exhibit B*)

Public Comment

Chairman Andy Hover opened the meeting to public comment. With there being none; Chairman Hover closed public comment.

ADMINISTRATIVE REPORTS / ACTIONS

Board Minutes of August 8, 2023

Lauri presented the draft minutes of the August 8, 2023 meeting. After review by the Board, Jon made a motion to approve the minutes as presented and for the Chair to sign; Mariann seconded and the motion carried with all in favor. (*Exhibit C*)

August 2023 Financial Reports

August 2023 Treasurer's Reports and OCPH Cash on Hand Report

Lauri presented the Treasurer's August 2023 Financial Report (*Exhibit D*) together with the August 2023 Cash on Hand report (*Exhibit E*) to show that the figures matched. Jill also showed that the Treasurer's report matches the Reserve accounts (#58 and #59). Lauri reported the Emergency Operating Reserve account (#58) changed to reflect a transfer of \$100,000 which now has a balance of \$400,000 and the balance in the Health Officer Account (#59) remains the same at \$15,000. The beginning general fund balance for August 2023 was \$782,178.62; the ending balance was \$1,811,962.16.

August 2023 Vouchers and Payroll

Lauri also presented the August 2023 Voucher Report/Approval (*Exhibit F*). Chris made a motion to approve all financials for August 2023; Denise seconded and the motion carried with all in favor.

Accounts payable vouchers #E223927 - #E223932, #E224398 - #E224412, #E224797 - #E224801 in the amount of \$69,206.24 and refunds/payments/transfers in the amount of \$104,213.00 as attached & received from the Treasurer's Financial Statement for August 2023. Payroll warrants in the amount of \$119,047.41 for an aggregate total of \$292,466.65 for total issue for the month of **August, 2023** are approved this *Tuesday, September 12th, 2023.*

Consolidated Contract Amendment #16

Lauri explained this agreement is for:

- COVID-19 LHJ Gap Funding
- Resiliency & Health Security
- Foundational Public Health Service
- Maternal and Child Health Grant
- Office of Immunizations to Improve Vaccination Rates

Mariann made a motion to approve the Consolidated Contract Amendment #16 and for the Chairman to sign. Jim seconded and the motion carried with all in favor. (*Exhibit G*)

Exc

Draft Employee Handbook

Lauri presented the Draft Employee Handbook for the Board to review. Lauri stated the we are changing from a Personnel Policy to an Employee Handbook. After some discussion it was decided that additional review of the handbook is needed before it can be adopted and the discussion was tabled until the next meeting. No action was taken.

Health Officer Update

Dr. Wallace talked about various issues/updates, including:

- Creature based illness
- Clean Air ~ Transition between seasons
- Winter Preparedness – respiratory illness
- COVID cases in the County
- New Vaccines soon to be available
- Emergency Preparedness position – hiring soon

Administrator Health Update

Lauri shared Public Health updates including:

- Budget ~ Fee Schedule
- Air purifiers distributed throughout the County
- Department of Health on-site visits to meet on various topics
- Staff Team Building Workshops with Dr. Mauseth

Environmental Health Update


Michael reported on the following topics:

- Leadership Training for himself

ADJOURNMENT

The meeting adjourned at 2:29 PM.

OKANOGAN COUNTY BOARD OF HEALTH



Andy Hoyer, Chairman



Jill Gates, Executive Secretary/Fiscal Coordinator/HR