



**BENTON-FRANKLIN HEALTH DISTRICT
BOARD OF HEALTH
MEETING MINUTES
January 15th, 2014**



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MEETING MINUTES

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IN ATTENDANCE

<input checked="" type="checkbox"/>	Commissioner Beaver		<input checked="" type="checkbox"/>	Jason Zaccaria, BFHD Administrator & BOH Executive Secretary
<input checked="" type="checkbox"/>	Commissioner Delvin		<input checked="" type="checkbox"/>	Dr. Amy Person, BFHD Health Officer
<input checked="" type="checkbox"/>	Commissioner Koch		<input checked="" type="checkbox"/>	Nick Boukas, BFHD Operations Director
<input checked="" type="checkbox"/>	Commissioner Miller		<input checked="" type="checkbox"/>	Matt Truman, BFHD Finance Manager
<input checked="" type="checkbox"/>	Commissioner Peck		<input checked="" type="checkbox"/>	Cody Lewis, BFHD Information Technology Manager
<input checked="" type="checkbox"/>	Commissioner Small		<input checked="" type="checkbox"/>	Lisa Wight, BFHD Human Resources Manager
			<input checked="" type="checkbox"/>	Visitor – Karen Queen, WSNA Union Rep
			<input checked="" type="checkbox"/>	Visitor – Jessica Davis, PTE Local 17 Union Rep
			<input checked="" type="checkbox"/>	Visitor – Renee Brooks, Home Builders Association
			<input checked="" type="checkbox"/>	Visitor – Jeff Losey, Executive Direction Home Builders Association
			<input checked="" type="checkbox"/>	Staff – Janae Parent, Senior Administrative Assistant
			<input checked="" type="checkbox"/>	Staff – Bob Spencer, Regional Emergency Response Coordinator
			<input checked="" type="checkbox"/>	Staff – Rick Dawson, BFHD Environmental Surveillance Supervisor

CALL TO ORDER

Chairman Rick Miller called the meeting to order at 1:31 p.m.

APPROVAL OF MINUTES

Commissioner Small moved to approve the December 18th, 2013, meeting minutes.
Commissioner Koch seconded. The motion carried unanimously.

DISCUSSION ITEMS FROM THE PUBLIC/STAFF

None to Report

UNFINISHED BUSINESS

1. Group B Water Program Rules Update – Rick Dawson, BFHD Environment Surveillance Supervisor

- a. Commissioner Miller opened the meeting for a public hearing and discussion.
Commissioner Delvin thanked Jeff Losey and Renee Brooks with the Home Builders Association and Rick Dawson with the Benton-Franklin Health District for their time and dedication in coming up with a solution.

- b. Commissioner Miller asked for discussion from staff and visitors, to which Renee Brooks stepped forward and thanked everyone for their help and stated her support of the new resolution.
- c. There were no further comments and the public hearing was closed by Commissioner Miller. Commissioner Small made a motion to approve Resolution 14-01, formerly known as 13-04, pertaining to the Group B Water Systems. Commissioner Beaver seconded and the motion carried unanimously.

NEW BUSINESS:

1. Region 8 Emergency Preparedness Presentation – Bob Spencer

- a. Bob Spencer, the Regional Emergency Response Coordinator gave a PowerPoint presentation on, *Region 8 Public Health Emergency Preparedness and Response*.
- b. Public Health Emergency Preparedness and Response otherwise known as PHEPR, is a grant funded through the Center for Disease Control. It's a network of public health professionals joining together in preparation for any natural or human made disaster.
- c. There are numerous participants in this network, including, but not limited to area county emergency management teams, hospitals, clinics, Red Cross, and the Washington State Department of Health.
- d. Region 8 consists of 5 counties, with a total of 9 regions across the state. Here locally Region 8 is staffed with 2 full time employees, a Regional Emergency Response Coordinator and Emergency Preparedness Specialist, as well as a part-time Regional Learning Specialist.
- e. Region 8 is responsible for plan development and maintenance for the region. The group participates in various coalitions and meetings across the counties, including Healthcare Systems Planning, Healthcare Coalition and Local Emergency Response Committee meetings.
- f. Mr. Spencer has also developed and now maintains the region's Memorandum of Understanding and organizes the Regional Alternate Care Facility. In addition, the team also manages the Assistant Secretary for Preparedness Response spreadsheet for hospitals in the area and other financial issues.
- g. Region 8 is responsible for the training and education for the area, including incident command center, WATrac, Washington State Emergency Operations Center (WebEOC) and, Crisis and Risk communications.
- h. The budget for Region is 8 split with funds from PHEPR and BFHD PHEPR dollars that are entirely grant funded.
- i. Commissioner Beaver raised a question regarding how Region 8 supplements or assists the Multi Agency Command Center (MACC). Mr. Spencer explained that the local health authority would participate with MACC, which usually includes the Health Officer or the

Administrator. Dr. Person also added that the type of situation would also determine the Health District's involvement with MACC.

2. Medical and Environmental Health Updates – Dr. Amy Person

- a. Influenza remains high in the state of Washington, particularly the influenza strain A. The Benton-Franklin Health District has received free flu vaccines, and staff are offering these vaccines through outreach to the mission and childcare providers. The expectation is that influenza will remain high over the next couple months.
- b. Dr. Person also wanted to recognize the Water Lab for their efforts in resolving a mobile home park's water boiling requirement. The park suffered a water main breakage over the holidays and the lab came in to complete testing on the water quality, which as a result lifted the boiled water requirement.

ANNOUNCEMENTS

None to report

APPROVAL OF VOUCHERS

Commissioner Delvin moved to approve vouchers numbered 47-2013 through 02-2014, in the amount of \$647,102.50. Commissioner Peck seconded the motion with discussion regarding a few questions about payments. The motion carried unanimously.

EXECUTIVE SESSION

N/A

DATE OF NEXT MEETING

Date of next meeting will be April 9th, 2014.

ADJOURNMENT

Chairman Miller adjourned the meeting at 2:13 pm.

Signature on File

Rick Miller

Chairman of the Board

Signature on File

Jason Zaccaria

Executive Secretary