



**BENTON-FRANKLIN HEALTH DISTRICT
BOARD OF HEALTH
MEETING MINUTES
December 3rd, 2014**



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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"/>	Cody Lewis, BFHD Information Systems Manager
<input checked="" type="checkbox"/>	Commissioner Peck	<input checked="" type="checkbox"/>	Lisa Wight, BFHD Sr. Human Resources Manager
<input type="checkbox"/>	Commissioner Small	<input checked="" type="checkbox"/>	Jeff Jones, BFHD Sr. Finance Manager
		<input checked="" type="checkbox"/>	Staff - Janae Parent, Admin Analyst/Executive Assistant
		<input checked="" type="checkbox"/>	Staff – Heather Hill, Clinic Services Supervisor
		<input checked="" type="checkbox"/>	Visitor – Sara Schilling, Tri-City Herald Rep
		<input checked="" type="checkbox"/>	Visitor – Melissa Lantz, PTE Local 17 Union Rep
		<input checked="" type="checkbox"/>	Visitor – Karen Queen, WSNA Union Rep

CALL TO ORDER

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

APPROVAL OF MINUTES

Commissioner Beaver moved to approve the October 15th, 2014 meeting minutes.
Commissioner Delvin seconded. The motion carried unanimously.

DISCUSSION ITEMS FROM THE PUBLIC/STAFF

None to report

UNFINISHED BUSINESS

None to report

NEW BUSINESS:

1. 2015 BFHD Budget – Jeff Jones

- a. Commissioner Miller opened the discussion stating that the Finance Committee met to review the draft budget on October 30th, 2014. The Finance Committee consisted of Commissioner Beaver, Commissioner Miller, Fred Bowen, Jason Zaccaria, and Jeff Jones.

- b. Commissioner Miller noted that there were no additional funds requested from either county.
- c. J. Jones presented the 2015 draft budget to the Board, stating that the budget was drafted through a collaborative process. The balanced budget request for 2015 is \$9,465,755.00 which is a 3.4% increase over 2014. J. Jones noted that no additional cash was needed to supplement the budget.
- d. For state and federal grants there is a slight increase expected of 2% and public health funds remain steady. The Health District is anticipating additional funds from Benton County to support the new Nurse Family Partnership program.
- e. Overall, the funding of the budget consists of 43% from state and federal grants, 27% will be intergovernmental with the remaining 30% being fee for service and permits.
- f. Commissioner Peck asked if the Finance Committee brought any changes to the budget after the review, to which Commissioner Miller responded that they did not.
- g. Commissioner Beaver moved to approve the 2015 Budget as presented by the Finance Committee. Commissioner Koch seconded. Motion passed unanimously.

2. Medical & Environmental Health Updates – Dr. Person

a. Ebola Update:

The Health District and Region 8 have worked extensively with the hospitals to ensure they are prepared to screen, determine patient risk for ebola, and properly isolate them for transportation to a treatment hospital. At this time there are 8 hospitals in Washington that are moving through the steps to become ebola treatment facilities.

The team has also worked with first responders and EMS to ensure that they are aware of what they need to do if they pick up anybody that might be suspected of having ebola and the coordination there of.

Washington state has not had anyone yet who has had, or been suspected of ebola. The Local Health Jurisdictions are doing direct active monitoring of travelers returning from countries at risk. Washington State has monitored over 70 travelers so far through the direct active monitoring process. Dr. Person explained the different levels of risk associated through this, and that the state is following what the CDC has recommended.

b. Influenza Update:

The flu season is officially in swing, although there has not been an increase in influenza reports. Some LHJs have started noticing higher immunization rates across the state, which could be a result of messaging.

3. Program Update – Communicable Disease – Heather Hill

- a. Heather Hill supervisor for Clinic Services manages several communicable disease programs including, refugee, tuberculosis, and immunizations. A data sheet of notifiable conditions and diseases monitored in both Benton and Franklin counties was then provided to the Commissioners.
- b. Benton County has reached outbreak levels for gonorrhea infections, a team will be assembling to discuss why there has been an increase and what can be done to do intervene. Gonorrhea cases have increased 64% in Benton County of the last 6 months.
- c. H. Hill then provided a presentation on coccidioidomycosis, otherwise known as valley fever. In 2010 communicable disease staff received confirmations that two local residents had tested positive for the disease. Typically this disease is contracted outside of our community, but after further review of data collected and interviews with the residents, staff decided to obtain soil samples from sites where each client had been in contact with.
- d. The Centers for Disease Control and Prevention (CDC) then had soil samples tested in August of 2013. A month later the Health District was notified that soil samples had come back positive for the coccidioidomycosis strain that both clients had contracted.
- e. Coccidioidomycosis is now a reportable disease across the state. Due to increased interest in this disease and location here in southeastern Washington, PNNL has reached out to the Health District to partner for a grant study.
- f. The Health District is encouraging providers to consider coccidioidomycosis as a diagnosis.

ANNOUNCEMENTS

No announcements were made.

APPROVAL OF VOUCHERS

Commissioner Beaver moved to approve vouchers numbered 45-2014 through 51-2014, in the amount of \$725,100.42. Commissioner Delvin seconded the motion and the motion carried unanimously.

EXECUTIVE SESSION

Per RCW 42.30.140, an executive session was called at 2:15pm, for 10 minutes. At 2:25pm, the regular session was called back.

Commissioner Delvin moved to approve PTE 17 agreement ratified December 1st, 2014 for a 2% COLA across the board pay increase for 2015-2016, a 50/50 cost sharing for health insurance premium increases, and to approve the same financial terms for exempt non-bargaining staff. Commissioner Peck seconded the motion and the motion carried unanimously.

DATE OF NEXT MEETING

Date of next meeting will be January 21st, 2015.

ADJOURNMENT

Chairman Miller adjourned the meeting at 2:28pm.

Signature of file

Rick Miller

Chairman of the Board

Signature of file

Jason Zaccaria

Executive Secretary