



**BENTON-FRANKLIN HEALTH DISTRICT
BOARD OF HEALTH**

MEETING MINUTES

March 16th, 2016

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IN ATTENDANCE

Benton	<input checked="" type="checkbox"/>	Commissioner Beaver	<input checked="" type="checkbox"/>	Jason Zaccaria, BFHD Administrator & BOH Executive Secretary
	<input type="checkbox"/>	Commissioner Delvin	<input checked="" type="checkbox"/>	Dr. Amy Person, BFHD Health Officer
	<input type="checkbox"/>	Commissioner Small	<input checked="" type="checkbox"/>	Jeff Jones, BFHD Sr. Finance Manager
Franklin	<input checked="" type="checkbox"/>	Commissioner Koch	<input checked="" type="checkbox"/>	Lisa Wight, BFHD Sr. HR and Performance Management Manager
	<input checked="" type="checkbox"/>	Commissioner Miller	<input checked="" type="checkbox"/>	Cody Lewis, BFHD Information Systems and Security Manager
	<input checked="" type="checkbox"/>	Commissioner Peck	<input checked="" type="checkbox"/>	Staff – Janae Parent, Executive Assistant
			<input checked="" type="checkbox"/>	Staff – Susan Shelton, Food Safety Program Supervisor
			<input checked="" type="checkbox"/>	Staff – Dave Miller, Lab Services Supervisor
			<input checked="" type="checkbox"/>	Visitor – JoDee Peyton, Local 17 PTE Union Rep

CALL TO ORDER

Chairman Bob Koch called the meeting to order at 1:33p.m.

APPROVAL OF MINUTES

A quorum was not reached based on bi-county representation at the meeting. The February 17th, 20106, 2015 minutes were not approved.

DISCUSSION ITEMS FROM THE PUBLIC/STAFF

N/A

UNFINISHED BUSINESS

None to report

NEW BUSINESS:

1. Medical & Environmental Health Updates – Dr. Person

a. County Health Rankings:

- Most recent county health rankings were released. These rankings are completed by the University of Wisconsin and Robert Wood Johnson Foundation. Overall Franklin County ranked 26th out of 39 counties in Washington State, and for health factors, ranked 36th out of 39. The Health District will be looking at the data to determine



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what areas are of greatest concern; with some factors previously identified include high teen pregnancy rate and relatively low high school graduation rate. Information gathered will help drive some of what is included in the Community Health Improvement Plan.

- Benton County ranked 14th out of 39, which is typical of where it has been in the past. Both counties continue to work on reducing obesity rates for both counties.

b. Food Safety Update:

As a reminder of the importance of the food safety program, last year there were 112 reported cases of enteric illnesses which can be associated with contaminated food or water. Every year there are a number of multi-state outbreaks and our area has been affected. Typically for our area, campylobacter and salmonella are the most common food related illnesses seen.

c. Influenza Update:

Influenza is at its peak now. There has been one elderly death in our area related to influenza. Continuing to work with and update providers.

Commissioner Peck asked if all the criteria being measured in the County Health Rankings are relevant to the Public Health mission. Dr. Person noted that while not all criteria are clinical factors, health has a lot to do with environmental and social factors, which are important for public health to be aware of and how to work with other groups in the community that address environmental and social health factors. Commissioner Peck cautioned that when looking at surveys and using data to start driving our activities that there is a causal relationship and not just a coincidental relationship.

2. Laboratory Program Update – Dave Miller

- a. The Water Lab does not have any enforcement codes, but rather provides water testing services to clients and work in association with regulatory agencies like Department of Health and Ecology. Through WAC 173-50, the lab must abide by the rule to maintain accreditations and compliance.
- b. The lab is continuing to grow, noting that in 1988 there were 4100 coliform samples, 166 nitrates, with no waste water program, and phasing out clinic support for staff, so total numbers for the year were about 5000 samples. In 2015 there were 7900 coliform samples, 1100 nitrates, provided waste water samples, bringing total samples for the year to 14,000. Staffing for this increase has remained the same, but technology has helped maintain efficiencies with better accuracy.
- c. In 2015 the lab was asked by Pacific Northwest National Laboratories to allow them to come in and do an on-site audit, with the intent to use the lab. The lab met their requirements, and they were officially added as a vendor in September last year. The relationship is going well.
- d. The lab also partnered with Benton Conservation District last year for a 3 year nitrate study. The study started in October, running just over 200 samples, and have started



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phase 2 this month, hoping to complete just over 200 samples over the next 6 weeks. Phase 3 is scheduled in fall this year, and the final phase 4 in Spring 2017. The hope is that there will be between 800-100 samples total.

- e. Expanded testing capabilities, adding sulfates and Chemical Oxygen Demands to the list of certified tests.
- f. A project with Boise Wallula has been given the green light to do a lab analysis for a characterization study on a waste stream, with the goal of reducing odors off the stream. This will be about a six week project, with high volume samples. Commissioner Peck noted that the project provides a positive relationship for the community where the local health department is working with the local pulp plant, helping in the effort to reduce the plant odor. This project will start in July and go through the middle of August.
- g. D. Miller noted that partnerships that have built over the years with other lab communities. Sharing knowledge, resources, and work where needed. These partnerships in addition to the relationships with clients have helped keep the water lab functional over the last several decades.

3. Food Safety Update – Susan Shelton

- a. S. Shelton thanked the Board of Health for the approval of an additional staff person for the Food Safety program, and this position is now filled. The employee hired for the position was Daniel Ramirez who graduated from Pasco High School, and had participated in the Mathematics, Engineering, and Science Achievements (MESA) program.
- b. The Food Safety program has switched over to an electronic database system, so inspections can be done out in the field, it also helps with training videos, providing videos in a range of languages.
- c. A group of food operators and regulators from 8-10 counties meets here twice a year, and this year is tasked with educational materials for ethnic foods, including how to train operators how to do it, and train regulators on how to do it safely.
- d. There were 183 restaurants open last year, and 156 closed, with a net gain of 27. There are currently 1400 permanent food establishments in our district. Some of the long term establishments that closed their doors included Ray's Golden Lion, Plymouth Tavern, Shadow Mountain Grill, Camp Outlook, Panda Walks, and Jackson's Sports Bar.
- e. 7 new schools opened up in all 3 districts last year. When a new school opens, Food Safety staff does all the plan approvals, site approvals, and site reviews.
- f. The Health Department received 256 complaints received, with all 256 investigated. Billing cycles were also changed last year, previously all establishments were billed at the same time each year, now if the establishment was approved in March, and the next permit will expire in March. Online bill payment was also added.
- g. Also looking to reinstitute the Food Safety Advisory Council that helps answer questions about how the safety program regulates, and provide feedback.
- h. Commissioner Peck asked about the different levels of complaints and at what level the Board of Health would be notified. S. Shelton responded saying that complaints range



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from those that pose no health risk, to those that do pose a health risk. To get to the level of reporting to the board, it would be a restaurant closure.

ANNOUNCEMENTS

1. BOH Photos for 2015 Annual Report – Jason Zaccaria

No picture was taken, Commissioners to email county pictures to the Executive Assistant, Janae Parent.

APPROVAL OF VOUCHERS

A quorum was not reached based on bi-county representation at the meeting. Vouchers 13-2016 through 17-2016 in the amount of \$130,711.32 were not approved.

Commissioner Peck recommended reviewing and discussing the Board of Health by-laws for revision and update.

EXECUTIVE SESSION

Per RCW 42.30.140, an executive session was called at 2:14pm, for 5 minutes. At 2:19pm, the regular session as called back, with no action taken.

DATE OF NEXT MEETING

Date of next meeting will be April 20th, 2016.

ADJOURNMENT

Chairman Bob Koch adjourned the meeting at 2:20pm.

Signature on file

Bob Koch
Chairman of the Board

Signature on file

Jason Zaccaria
Executive Secretary

