



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

MEETING MINUTES

June 15th, 2016

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IN ATTENDANCE

Benton	<input checked="" type="checkbox"/>	Commissioner Beaver	<input checked="" type="checkbox"/>	Jason Zaccaria, District 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 Small	<input checked="" type="checkbox"/>	Lisa Wight, BFHD Sr. Human Resources Manager
Franklin	<input type="checkbox"/>	Commissioner Koch	<input checked="" type="checkbox"/>	Jeff Jones, BFHD Sr. Finance Manager
	<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"/>	Rick Dawson, Land Use, Sewage, Water Supervisor
			<input checked="" type="checkbox"/>	Bonnie Hall, Contracts/Billing Services Manager
			<input checked="" type="checkbox"/>	Janae Parent, Admin Analyst/Executive Assistant

CALL TO ORDER

Vice-Chairman Delvin called the meeting to order at 1:32p.m.

APPROVAL OF MINUTES

Commissioner Small moved to approve the May 18th, 2016 meeting minutes. Commissioner Beaver seconded. The motion carried unanimously.

DISCUSSION ITEMS FROM THE PUBLIC/STAFF

N/A

UNFINISHED BUSINESS

None to report

NEW BUSINESS:

1. Medical & Environmental Health Updates – Dr. Person

- a. Starting to see more enteric diseases right now, including salmonella and campylobacter. A media release was sent out regarding the mosquitoes testing positive for West Nile Virus in Benton County. This was earlier than anticipated but it is not unexpected with the recent hot weather and large amounts of rain.
- b. Some significant work is being done regarding unintentional injuries including accidental drownings and toddlers being left in hot cars. The community outreach coordinator has been very active in engaging the media to educate the public on the dangers of these situations, and what can be done to prevent injury.



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2. WSALPHO Update – Dr. Person

- a. There was a Washington State Association of Local Public Health Officials (WSALPHO) meeting earlier this month, due to changing landscape in healthcare and public health there are changes being seen in governmental public health as well regarding the Affordable Care Act and Accountable Communities of Health. One area being worked on at the state level is the concept of foundational public health with the expectation that just as a person would expect consist public safety services being offered anywhere in the state, there should be an expectation of certain public health services as well. Work is being done to define what those expected service are and how to sustain funding for those service.
- b. Collaborative work is being done with the Washington Association of Family Practice Physicians, targeting immunization rates and addressing the opioid epidemic. Health care providers will be measured on population health based measures, which means they will need to rely on the expertise of public health.

3. Board of Health Member Disclosure Form – Jason Zaccaria

- a. Through the Social Security Act and Medicaid Integrity program, the Health District is required to provide information about each board member to both the federal and state requirements with regard to billing purposes. It is a disclosure of ownership and controlling interest statement. It requires all agencies that enter into an agreement or renew an agreement with a state Medicaid agency or managed care organization that contracts with a Medicaid agency to complete the form.
- b. The information will be used to fulfill disclosure requests that the Health District receives for reimbursement purposes. The second page of the form is information being requested now by state auditors to assess any conflict of interest.
- c. Commissioner Peck asked what the procedure was for keeping information secure. J. Zaccaria responded saying that information is kept in a single department in a secured area, and is transmitted securely to agencies that through law have access or entitlement to the information.

4. Solid Waste Update – Rick Dawson

- a. R. Dawson supervises a number of programs including sewage, water, vector and water recreation. The onsite sewage program had its busiest year last year as compared to the last ten years. Housing starts have been robust and keep staff busy, permits issued last year, now have to be inspected this year.
- b. Under the Water program, the Board of Health (BOH) approved a Group B rule two years ago, and that program is running well, the public has received it well, and numbers have remained the same. There have been no objections from clients.
- c. The Water Recreation program is underway. Staff inspect and permit the operations at 180 water recreational facilities both public and semi-private. There was a near drowning at one of the facilities that BFHD permits, and while all parties involved are okay, staff visited the facility after the incident to interview the life guards, reviewing the emergency services records, looking for possible causes and looking at response time.



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- d. Solid waste rules and standards for the state of Washington are under revision by the Department of Ecology and these rules dictate that the Health District implement them.
- e. The BOH previously approved solid waste rules that adopt state standards but then go slightly above those standards to ask for financial assurance for facilities should they go out of business have funds to clean-up the garbage. In the next six months the BOH will be asked to look at solid waste rules for both the adoption of the state code being revised, and with some amendments based on local conditions.
- f. Commissioner Peck asked about water quality sampling and private vendors that provide this service, requesting to know if there has been any new information. R. Dawson responded that there are more companies getting approved by the state to provide this service, however recent information received from the Department of Health shows they may be willing to discuss the Group B portion of the rule that requires 3rd parties to do the sampling.

ANNOUNCEMENTS

1. PHAB Accreditation Update – Jason Zaccaria

- a. The accreditation onsite visit happened on May 25th and 26th and started off with an entrance conference, with various types of meeting sessions including meetings with community partners and subject matter experts. Most of the time was spent in concurrent domain sessions, where a reviewer was paired with staff and interviewed in a question and answer format. Reviewers were also given a tour of the Kennewick office location.
- b. J. Zaccaria thanked both Commissioner Koch and Commissioner Delvin for their participation in the governance meeting. Overall the Health District received positive feedback with reviewers noting strengths as strong leadership, excellent communications, and passionate and knowledgeable staff.
- c. The Health District is expecting a factual accuracy report in the coming weeks, it will then go through several independent review processes with a final accreditation determination being made in August.
- d. Commissioner Peck asked of the Health Districts in the state, how many are accredited. J. Zaccaria responded that 6 of the 35 Health Districts in the state are approved.

2. Benton County Nurse-Family Partnership Project Kickoff – Jason Zaccaria

- a. Now that funding is available, a Nurse-Family Partnership project team was pulled together for a coordinated and successful program implementation. From the project plan there are three levels of work including pre-planning, execution and a monitor/closeout phase.
- b. Highlights of the project include signing of the agreement with Benton County, training of staff in Denver, Colorado and coordination of logistics including supplies, hiring and purchase of technical equipment. It is expected that the program will be able to start seeing clients in early October.



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3. WA State Audit Update – Jeff Jones

- a. The state auditor will be onsite next week completing an audit on 2015 financial statements and an A133 compliance. The audit should take about 30 days to complete and once an entrance conference is scheduled, a notice will be sent to the BOH for participation.
- b. Commissioner Peck asked if auditors provided an itemized bill of charges. J. Jones responded they do now provide an itemized statement including hours and mileage.

APPROVAL OF VOUCHERS

Commissioner Beaver moved to approve vouchers numbered 34-2016 through 42-2016, in the amount of \$175,682.23. Commissioner Peck seconded the motion and the motion carried unanimously.

EXECUTIVE SESSION

No executive session was held.

DATE OF NEXT MEETING

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

ADJOURNMENT

Chairman Delvin adjourned the meeting at 2:02pm.

Signature on file

Commissioner Robert Koch
Chairman of the Board

Signature on file

Jason Zaccaria
Executive Secretary

