

The regular meeting of the Spokane Regional Health District Board of Health held on **Thursday, September 29, 2022**, was called to order by Commissioner Mary Kunej, Chair, at 1:30 p.m. in room 140 of the Public Health Center, 1101 West College Avenue, Spokane, Washington.

**PRESENT**

Commissioner Mary Kunej, Chair  
 Mayor Kevin Freeman, Vice Chair  
 Commissioner Josh Kerns  
 Charlie Duranona  
 Christopher Patterson  
 Alycia Policani, ND (*arrived 1:35 p.m.*)

**ABSENT**

Commissioner Al French

**CITIZEN INPUT**

No citizen input was received.

**BOARD REPORTS**

- Two proposals were received for the Administrative Officer recruitment firm request for proposals. Applications were scored and the selection committee will update the Board of Health (BOH) Transition Committee today. October 20 the BOH Budget & Finance Committee will review the proposal recommendation, October 27 the Board will consider the proposal recommendation and October 28 an award will be made.
- A local Boards of Health training was held August 21. Yearly trainings will continue to be provided.
- The BOH Policy & Education Committee met and reviewed the draft 2023 BOH Legislative Agenda. The committee will meet October 6 to consider advancement of the agenda to the full Board.
- The BOH Budget & Finance Committee met and recommend approval of agency vouchers. The committee reviewed the budget which will be reported at today’s meeting.

**CONSENT AGENDA**

Consists of items considered routine, which are approved as a group. Any member of the Board may request to remove an item from the Consent Agenda to be considered separately.

Meeting Minutes: July 28, 2022 and August 23, 2022

2022 Vouchers paid: July 1-31, 2022

---

|                   |                                      |                       |
|-------------------|--------------------------------------|-----------------------|
| Voucher Numbers:  | #259501 - #259709                    | \$ 507,033.96         |
| Advice Numbers:   | #DD71502 - #DD71745                  | \$980,660.12          |
| Payroll Warrants: | #1131347- #1131355 #1131656-#1131661 |                       |
| Advice Numbers:   | #DD71746 - #DD71992                  | \$954,328.96          |
| Payroll Warrants: | #1132193- #1132201                   |                       |
|                   | <b>TOTAL</b>                         | <b>\$2,442,023.04</b> |

2022 Vouchers paid: August 1-31, 2022

---

|                   |                     |                       |
|-------------------|---------------------|-----------------------|
| Voucher Numbers:  | #259710 - #259919   | \$ 1,042,223.92       |
| Advice Numbers:   | #DD71993 - #DD72238 | \$929,707.30          |
| Payroll Warrants: | #1132668- #1132673  |                       |
| Advice Numbers:   | #DD72239 - #DD72486 | \$968,594.58          |
| Payroll Warrants: | #1133134- #1133142  |                       |
|                   | <b>TOTAL</b>        | <b>\$2,940,525.80</b> |

**Motion:** To approve the consent agenda as presented.

**Motion/Second:** Freeman/Kerns

**Approved:** Unanimously

#### **EXECUTIVE SESSION**

The Board adjourned at 1:40 p.m. for 10 minutes for an executive session pursuant to RCW §42.30.140(4). At 1:50 p.m., the BOH chair requested an extension of the executive session for an additional 10 minutes. At 2 p.m., the BOH Chair requested an extension of the executive session for an additional 10 minutes. At 2:10 p.m., the BOH Chair requested an extension of the executive session for an additional 5 minutes. At 2:15 p.m., the BOH Chair requested an extension of the executive session for an additional 5 minutes.

#### **MEETING RECONVENED**

The meeting reconvened at 2:20 p.m. No action was taken.

#### **ACTION ITEMS**

Resolution #22-04 Adopting the 2023 Spokane Regional Health District Fee Schedule – *Mayor Kevin Freeman, BOH Budget & Finance Committee Chair*

**Motion:** To adopt the 2023 Spokane Regional Health District Fee Schedule as presented.

**Motion/Second:** Freeman/Policani

**Approved:** Unanimously

#### **FINANCIAL REPORT** – *Kim Kramarz, Controller*

- The audit exit conference was held August 14. There were no audit findings, no management letter, and no exit comments. The single audit has been filed and is viewable online.
- Expenses are at \$27 million which is 56% of budget. Revenues are at 61%. The Foundational Public Health Services (FPHS) funding and the Spokane County allocation have been received. Total reserves are at 29%.
- The Board reviewed the proposed 2023 SRHD budget. The Board will consider approval of the budget at its October meeting with a resolution to request funding from Spokane County.

#### **ADMINISTRATIVE OFFICER'S REPORT** – *Lola Phillips, Deputy Administrative Officer*

- The HIV/STI team has developed a health topic page on the SRHD website to educate the public about Naloxone.
- Disease Prevention & Response programs are continuing to respond to the monkeypox outbreak. Programs are completing school vaccination clinics and providing information about the new Bivalent COVID-19 boosters.
- The Data Center is working on the Quality-of-Life survey that was launched September 19.
- Human Resources is updating interview questions to correspond with agency values.
- Melissa McDaniel is the interim division director for Community Health.
- Dale Briese has received the International Cleve Jones HIV/AIDS Leadership Award.

#### **HEALTH OFFICER REPORT** – *Francisco Velázquez, MD, SM, FCAP, Health Officer*

- The BA.5 COVID-19 subvariant is the dominant strain in the country and cases are on a downward trend.
- Cases in Spokane County are 105.7 per 100,000 people which is a slight increase over the last two weeks related to school openings.
- Monkeypox cases are on a downward trend in the U.S. SRHD strategy for containment prioritized prevention with vaccines. Approximately, 487 vaccinations have been administered in Spokane County. There have been eight cases with half not originating the county.
- Staff have developed a Ukrainian and Russian immunization record translation guide to assist schools.
- Staff have been assisting K-12 schools with COVID-19 guidelines.

**BOARD MEMBER CHECK IN**

- There was no Board member check-in.


**NEXT BOARD OF HEALTH MEETING**

The next Board of Health meeting is scheduled at 12:30 p.m. on October 27, 2022.


**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 3:06 p.m.

APPROVED:

  
\_\_\_\_\_  
Commissioner Mary Kuney, Chair

Date: 10/27/2022

  
\_\_\_\_\_  
Ann Pitsnogle, Recording Secretary

Ann Pitsnogle, Recording Secretary