

The regular meeting of the Spokane Regional Health District Board of Health held on **Thursday, July 25, 2024**, was called to order by Commissioner Josh Kerns, Chair, at 12:34 p.m. in room 140 of the Public Health Center, 1101 West College Avenue, Spokane, Washington.

PRESENT

Commissioner Josh Kerns, Chair (*departed at 1:23 p.m.*)
Commissioner Amber Waldref, Vice Chair
Commissioner Mary Kuney
Council Member Michael Cathcart
Board Member Monica Blykowski-May, MD, MBA
Board Member Charlie Duranona (*departed at 2:30 p.m.*)
Board Member Patricia Kienholz (*departed at 2:30 p.m.*)

ABSENT

CITIZEN INPUT

No citizen input was received.

BOARD REPORTS

- The Executive Committee of the Board of Health (ECBOH) met and set the agenda for the Board meeting.
- The Board of Health (BOH) Budget & Finance Committee met and reviewed vouchers and financial reports.
- The BOH Policy & Education Committee met and discussed policy ideas, changes to the smoking in public places (SIPP) resolution, and the Board evaluation criteria for the Treatment Services Feasibility Study.

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: June 27, 2024

Contract: Inside Source

Contract: Avidex

2024 vouchers paid: June 1-30, 2024

Voucher Numbers:	#264603 - #264604	#264606 – #264740	#264742 - #264832	
EFTs:	EFT B&O May 2024			\$ 531,568.16
Advice Numbers:	#DD83458 - #DD83714			\$1,218,585.88
Payroll Warrants:	#1156922- #1156924			
Advice Numbers:	#DD83715 - #DD83975			\$1,102,595.93
Payroll Warrants:	#1157505 - #1157505	#1157642- #1157652		
			TOTAL	\$2,852,749.97

Motion: *To approve the Consent agenda as presented*

Motion/Second: *Kuney/Kienholz*

Approved: *Unanimously*

EXECUTIVE SESSION

The Board adjourned at 12:37 p.m. for 10 minutes for an executive session pursuant to RCW §42.30.110(1)(i). The Administrative Officer and legal counsel were asked to remain for the session.

MEETING RECONVENED

The meeting reconvened at 12:47 p.m.

ACTION ITEMS

Amending SRHD Board of Health Bylaws to Include Verbal Public Comment and Updating Meeting Dates – Commissioner Josh Kerns, Board of Health Chair

Motion: To waive the second reading of the Board bylaws and adopt the amendment at the first reading.

Motion/Second: Cathcart/Kuney

Approved: Unanimously

Motion: To approve and adopt the SRHD Board of Health Bylaws.

Motion/Second: Cathcart/Kuney

Approved: Unanimously

Resolution #24-05 Amending the Policy on Public Comments, Concerns and Conduct During Board Meetings - Commissioner Josh Kerns, Board of Health Chair

Motion: To approve Resolution #24-05 as presented.

Motion/Second: Kuney/Cathcart

Approved: Unanimously

Resolution #24-06 Rescinding Adoption of Implementation Procedures Related to Former RWC 54.17.110 (1990) – Lisa Breen, Liquid Waste/Environmental Resources Manager

Motion: To adopt Resolution #24-06 as presented.

Motion/Second: Blykowski-May/Duranona

Approved: Unanimously

ADMINISTRATIVE OFFICER'S REPORT – Alicia M. Thompson, DrPH, LMSW, Administrative Officer

- Alicia Thompson shared quarterly staff kudos with the Board of Health. SRHD staff selected the Immunization Team, Amanda Dugger, and Madison Johnson to be recognized for their exemplary work.
- The Board received an update to the Treatment Services Feasibility Study. Additional townhall listening sessions were hosted by Better Health Together.

Commissioner Josh Kerns departed the meeting at 1:23 p.m.

- VillageReach will compile a Strategic Plan Core Team that will require 1-2 Board of Health members to volunteer or be appointed. Interested members are asked to reach out to the Board Chair. Commissioner Waldref recommended one of the community stakeholder positions be a provider.

FINANCIAL REPORT – Kim Kramarz, Finance Director & Controller

- The 2023 State Audit began and expects a filing date of September 20, 2024. There will be an audit exit conference and Board Members will be invited to attend.
- The 2025 budget development process has begun. The budget will be brought to the Board for a first-touch review in the September meeting.
- Expenses are underspent for June and are at 46%. Agency funding is at 42% due to grant billing expenditures in indirect and direct federal grants. Assigned reserves are at 19% and current total reserves are \$15.4 million.
- The fee policy and schedule will be reviewed at the September board meeting.

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

- No report.

AGENCY REPORTS

- Cindy Thompson, Program Manager, Disease Prevention and Response, and Kayla Meyers, Health Program Specialist, Disease Prevention and Response, presented the Immunization Assessment and Promotion team update.
- The Board of Health Roles and Responsibilities presentation was rescheduled for the September Board of Health Meeting.
- Lisa Breen, Liquid Waste/Environmental Resources Program Manager, presented on the upcoming changes to the onsite septic system regulations.

Board Members Charlie Duranona and Patricia Kienholz departed the meeting at 2:30 p.m.

BOARD MEMBER CHECK IN

NEXT BOARD OF HEALTH MEETING

The next Board of Health meeting is scheduled at 1:30 p.m. on September 26, 2024.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 2:35 p.m.

APPROVED:


Commissioner Josh Kerns, Chair

Date: 9-26-24


Madison Johnson, Executive Assistant