

COMMISSIONERS' PROCEEDINGS

Regular Meeting
Adams County Public Services Building
Othello, Washington

September 25, 2013
(Wednesday)

Call to Order @ 9:00 a.m.

Present:

Chairman Roger L. Hartwig
Vice-Chairman Jeffrey W. Stevens
Commissioner John N. Marshall

Integrated Health Care Services

Health Department Program Updates

Neyda Valdez shared documents used during Public Health Encounters - Intake form; Immunization form; Influenza/Pneumonia Vaccination Registration form; Fluoride Varnish Authorization/Screening form; and, Tuberculin form. Specifics about each form were noted. Additionally Valdez handles the WIC program, data entry, and serves as the Registrar for birth and death certificates.

Karen Potts described the major facets of her responsibilities with Clinic Services and as Immunization Manager - Staff responsibilities; Clinic Services; Immunization Programs for Children and Adults; Education duties; ordering for all VFC providers in the county and managing and monitoring all providers in the county; and, ensuring that all providers have written plans and procedures for vaccine ordering, storage, handling and accountability.

Additionally Potts identified and explained the Specialty Program Projects – Health Care Workers; Vaccine Shipping and Handling Grant; Vaccine Management Enhancement Project; and, the State Supplied Vaccine for Low Income/Un/underinsured Adults.

Group B Water Rules

Environmental Health Specialist Stenson reported that the Department of Health Group B Public Water Systems rules (WAC246-291) had been

recently modified and adopted. Stenson highlighted the major modifications and responded to specific questions from the Board. A *draft* of the Joint Plan of Responsibility (JPR) via an Interagency Agreement between the State of Washington Department of Health and the Adams County Health Department was shared.

Contracts

Commissioner Marshall moved, Stevens seconded, to *authorize the Chairman to sign the following documents as presented:*

Department of Ecology State of Washington Coordinated Prevention Grant (G1400080) Agreement between the State of Washington Department of Ecology and the Adams County Health Department that provides funding for the period July 1, 2013 through June 30, 2015 for a maximum eligible cost of \$206,320; (State Grant Share - \$154,740; Adams County Health Department Share \$51,580 – responding to solid waste complaints, inspection of transfer station sites, inspection of specific specialty sites, training and travel)

Anasazi Software License, Customer Support, and Maintenance Agreement between Cerner Corporation and Community Counseling Services Amendment #1 covering the New Version Rights Fee (\$532/month), Retroactive New Version Rights Fee onetime catch up fee (\$20,420) and Right to receive new versions of the maintained software products at no charge for as long as the customer continuously subscribes.

Motion carried.

Prevention Position

Administrator Guse reported that the employee who had been assigned to the Prevention position had tendered her resignation and authorization was requested to fill the position. Board **consensus authorized proceeding.**

Guse returned to the meeting later and requested time to consider a different configuration for the position to better utilize available funding. During the interim Guse **requested and received by consensus the authority to hire a temporary part time individual to provide data entry for the Prevention Program.** The individual to be hired worked during the summer within the program and provided data entry services. Compensation was set at the same rate as the individual had been paid during summer employment.

Spokane County Regional Support Network

Administrator Guse shared the Spokane County Regional Support Network Annual Evaluation document and encouraged the Board to respond.

ProtoCall (Crisis Call Services)

The letter sent by Guse to ProtoCall Services, Inc. notifying them of contract termination was shared. Effective January 7, 2014 IHCS will transition to a new provider that will provide services for all of the contracted agencies in the Spokane County Regional Support Network.

Juvenile

Juan Garza, Juvenile Administrator, met at the Board's request to review policy and procedure when using a county approved credit card. Discussion followed related to specific charges as well as increased charges to the card. The Board noted that regardless of what funding source was used for reimbursement, county policy regarding limits and procedures was still to be followed.

The Board requested release and return of the Juvenile Department credit card to the County pending further review.

Additionally, the Board requested Garza to review with his departmental employees the policy governing use of county issued vehicles.

Consent Agenda:

Commissioner Marshall moved, Stevens seconded to *approve the Consent Agenda:*

Preliminary Minutes of September 16 and 18, 2013

Motion carried.

Adjournment @ 12:00

Submitted:
s/Linda Reimer, MMC
Clerk of the Board

Edited and Approved:

BOARD OF COUNTY COMMISSIONERS
ADAMS COUNTY, WASHINGTON
s/Roger L. Hartwig, Chairman

s/Jeffrey W. Stevens, Vice-Chairman
s/John N. Marshall, Commissioner