

12.7.2016 BOH meeting minutes
 7:00 PM @ Lincoln County Courthouse

Board Members Present: Mark Peck, Joe Chopyak, Jan Ivers, George Jamison, Lyn Thompson, Nancy Haugen (phone)
Absent: City of Troy Rep
LCHD Staff: Kathi Hooper, Nick Raines, Jennifer McCully, Jake Mertes, Bryan Alkire, Jennifer Nelson, Dr. Brad Black
Public: Bethany Rolfson: The Western News, Darwin Pluid: Earth Works Eureka, Mike Cirian: EPA

Agenda:	Discussion:	Action Item:
1. Call to order	Called to order at 7:00 PM by Mark Peck: Pledge of Allegiance	
2. Approval of Minutes	11/7/2016 minutes approval Motion made to approve November Minutes by Joe Chopyak, seconded by Jan Ivers, motion passed.	
3. Program Reports:		
ARP update	Nick Raines presented the new cooperative agreement/grant application. Unsure of the period of performance. First year includes task 1, 2, 3, 5 and 6. Looking at a potential contract for grant administration (13%) grant total to prevent any issues from arising in the new grant.	ARP will move forward with cooperative agreement.
EH update	Ordinance/Regulation review and revision plan: Raines reviewed the issues with ordinances and regulations. Some are outdated and there is some confusion on the difference between BOH and county ordinances and regulations (O/R). The health department will look at all ordinances and regulations to decide which ones need updated, revised and what is missing. The health department will provide a plan for review of all ordinances, regulations and policies that includes a timeline. Kathi Hooper asked for comments and input on the two regulations that were sent out: Wastewater and Air Quality. The majority of the changes for the wastewater ordinance are to change the cited state regulations and the circulars up-to-date. Ivers asked about permitting a vault system. Cooperative Agreement – Licensed Establishments: Hooper asked for approval of the new cooperative agreement for licensed establishments. Nothing has changed from previous years. Opted out of pools and peer-to-peer sanitarian training. Limited funding for peer-to-	Board will respond with comments on the process flow chart Health Department will develop a plan for review for all ordinances, regulations and policies. Update Solid Waste regulations

	<p>peer from the state. Agreement is calendar year and starts January 1. Peck signed the new agreement as the acting chair.</p> <p>Route 93 Pizza, Eureka: Jennifer Nelson and Jake Mertes described the story of Route 93 Pizza. Route 93 Pizza ignored public water system septic permitting and State subdivision laws. Failure to permit has prevented restaurant from opening since August.</p> <p>Chopyak asked if the county could be more proactive about stopping these types of issues before they start.</p> <p>Septic Installer License – D. Pluid: Pluid installed the Route 93 (Spring Creek Addition Lot 3 & 7) septic system without a permit or septic installer license. Pluid took the written test to become a licensed installer, but the ordinance allows denial of his license due to unpermitted activities. Mertes described the role of a licensed septic installer. Mertes is asking the BOH to approve Pluid as a Licensed Septic Installer</p> <p>Ivers moved to approve Pluid’s license, Chopyak seconded. Lyn Thompson asked if there was a log process or record keeping process. Mertes described the process. Motion passed</p> <p>Hook-U-Up RV Park: Nelson described the issue of burying a trailer on private property by a local contractor. The property owners received a letter from DEQ that they had an illegal landfill and they had the trailer removed by another contractor. The contractor should be liable as well for performing an illegal activity. DEQ does not have a process to penalize the contractor for a first offense. The contractor will get a letter from DEQ stating “we know that you did this, don’t do it again”. When the DEQ sends copies of the cancelled check, the contractor will be cited by Environmental Health per Lincoln County Solid Waste Ordinance. Ordinance is outdated and needs revision. Maximum fine for this offense is \$50 in current ordinance.</p>	
<p>PH update</p>	<p>Community Health Assessment (CHA) Presentation: Jennifer McCully asked the Board how and when they would like the Community Health Assessment presentation. The Board decided the presentation should be during or after the next meeting. The dates that were given as suggestions were: January 11th or January 17th.</p> <p>Letter for the CHA: McCully is looking for a letter from a BOH member for the new CHA that is due to come out in January. Board decided to wait until they nominated a chair. The chair will write the letter for the CHA.</p>	<p>McCully will get back to the Board on the CHA presentation date.</p> <p>McCully will work with Ivers on a letter for the CHA.</p> <p>Board members will return</p>

	<p>Access and Functional Needs: McCully asked the Board to look over the comprehensive list of access and functional needs. If the Board has any comments or additions of the list let McCully know.</p> <p>Health Alert Network Protocol: McCully asked the Board to review the HAN Protocol. IF the Board has any comments or changes to the plan let McCully know.</p>	<p>comments on AFN and HAN protocol by the end of December.</p>
4. Health Officer Report	No report	
5. County Attorney Report	<p>Peck recommends outside counsel for the BOH.</p> <p>Nancy Haugen asked if the Board has insurance to cover the board members in the event of litigation. Peck will follow up and find out.</p>	<p>Peck to research if insurance covers board members.</p>
6. Old Business	No old business	
7. New Business	<p>Select term lengths: County Appointments: 3 years: George Jamison 2 years: Jan Ivers 1 year: Joe Chopyak</p> <p>Nominate officers: To start January 1st: Chopyak nominates Ivers for chair, Jamison seconds Chair: Jan Ivers Peck nominates Jamison vice chair, Chopyak seconds Vice Chair: George Jamison Chopyak nominates Thompson, Peck seconds Secretary: Lyn Thompson</p> <p>Future meeting schedule, minutes and agenda development: Agenda set by staff with the chair's input. If Board members have additional agenda items they must work with the chair to make sure the items get onto the agenda. Minutes will be taken by a health department staff member.</p>	<p>McCully will reach out to DPHHS on possible dates for February training.</p>

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	<p>DPHHS Training: The Board wants to try to do the training during or before the February meeting. McCully will reach out to DPHHS to get some available dates in February.</p> <p>Next meeting: January 17th, 2017</p>	
8. Public Comment	No public comment	
9. Adjournment	Adjourned at 9:16 PM by Ivers	