

**Island County Board of Health
Monday March 18, 2002**

Members Present: Commissioners Mike Shelton, William F. Thorn, Mac McDowell; Barbara Saugen, WGH Commissioner; Oak Harbor Mayor Patricia Cohen; Roger S. Case, MD, Executive Secretary, Board of Health.

Absent: Captain Donald Jensen, MC, USN (Ex-Officio Member)

Chairman Mike Shelton called this regularly scheduled meeting of the Island County Board of Health to order at 5:02 p.m.

Changes to the agenda: Board of Health Director, Tim McDonald stated that the Waiver Request: Pacific Rim Material, Ltd.-had been delayed to next month. Addition to the agenda the appointment of Kathryn Stevens to the Community Health Advisory Board (CHAB). He also stated that the Dr. Herbert McDonald, MD and William "Bill" Wilson's term on CHAB had expired and they did not seek reappointment and letters to each needed to be signed.

Correction to Minutes of January 7, 2002: Commissioner Bill Thorn moved that the minutes from the January 7, 2002 meeting be approved as written. Mayor Patricia Cohen seconded. The minutes were approved for the Chair to sign on behalf of the Board.

Approval of Minutes of February 4, 2002: Commissioner Bill Thorn moved that the minutes from the February 4, 2002 meeting be approved as written. Mayor Patricia Cohen seconded. The minutes were approved for the Chair to sign on behalf of the Board.

CHAB Reappointments: Barbara Saugen moved that the Board accept the following as reappointments to the Community Health Advisory Board, each for a term of three years:

- Mike Benway –Position 8
- Tony Kotchwar-Position 12
- Eileen Rosman-Position 10
- Marie Piper-Position 14
- Marshall Bronson-Position 13
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She also moved that the Board accept Kathryn Stevens as a member of CHAB for Position 6, for a term of two years. Commissioner Bill Thorn seconded. The resolution passed unanimously for the Chair to sign on behalf of the Board.

Contracts:

1. Commissioner Bill Thorn moved that **Hepatitis B Vaccinations-State of Washington DDD Contract No. 0163-06780**, amount \$45.00 per vaccination be accepted. Commissioner Barbara Saugen seconded. After a brief discussion the contract was approved for the Chair to sign on behalf of the board.
2. Commissioner Barbara Saugen moved that **Nursing Nutritional Services-San Juan Health District Contract No. HD-06-00(2)**, (amendment amount \$4,100) total Contract \$11,400 be approved. Commissioner Mac McDowell seconded. The contract was then approved for the Chair to sign on behalf of the board.
3. Commissioner Patricia Cohen moved that **Alternative Response Contract No. 23952 Amendment 2** (amendment amount \$6326) total Contract \$28,166 be approved. Commissioner Mac McDowell seconded. The contract was approved for the Chair to sign on behalf of the board.
4. Commissioner Bill Thorn moved that **Consolidated Contract-Department of Health Contract-DOH Contract No. C08645 Amendment No. 5** (amendment amount \$4525) total Contract \$836,701 be approved. Commissioner Barbara Saugen seconded. The contract was approved for the Chair to sign on behalf of the board.

Report from the Health Department:

- Health Services Director Tim McDonald reminded the Board of the special session of the Board of Health on April 2, 2002. He reiterated that all the County Commissioners and appointed county employees pay \$10.00 for their dinner at

Whidbey General Hospital. There will be an excellent program and the Health Hero awards will be made. CHAB has developed four priority areas to focus on in the future.

- Joyce Christenson is working toward getting CHAT back on track.
- Amendment of Resolution HD-02-02R (“Response Capacity During A Health Emergency—A Review of Selected Issues”) Tim McDonald stated that this document was signed during Staff Session. A question has been raised about the proper manner of handling such issues. Mr. McDonald believes the resolution is done. Commissioner Mac McDowell suggests that we give a C# to the document and reaffirm having done this, stating it would be easier to track. A suggestion was made to invite Ellen Meyer to the next staff session to talk about the need for Resolutions to have a C#.
- “Formal Board of Health Staff Session”- Need to change the current resolution to formally adopt 1st Wednesday of each month as an official BOH Staff Session. This should not be a session where documents will be signed. A resolution for the “Formal Board of Health Staff Session will be presented at the next meeting.

There being no further business, Commissioner *Shelton* adjourned the meeting at 5:35 p.m. The next regularly scheduled Board of Health will reconvene Monday, April 15, 2002 at 5:00 p.m.

Submitted: Roger S. Case, MD, Executive Secretary to the Board
Minutes approved this 15th day of April 2002.

ISLAND COUNTY BOARD OF HEALTH

Mike Shelton, Chairman