

**North Central Public Health District
Board of Health
Meeting Minutes
December 9, 2014 (3:00 pm)**

In Attendance: Teri Thalhofer, Director NCPHD; Commissioner Mike Smith – Sherman County; Roger Whitely – Sherman County; Bill Hamilton – Sherman County; Commissioner Steve Kramer – Wasco County; and Fred Schubert – Wasco County **By Phone:** Judge Steve Shaffer – Gilliam County

Guests: Kathi Hall - Business Manager NCPHD; Tyler Stone – Wasco County; Neita Cecil – The Dalles Chronicle

Minutes taken by Gloria Perry

Meeting called to order on December 9, 2014 at 3:04pm by Chair Commissioner Mike Smith.

Summary of Actions Taken

Motion by Judge Shaffer, second by Fred Schubert, to approve the minutes from the October 21, 2014 and November 12, 2014 Board meetings as presented.

Vote: 6-0

Yes: Commissioner Smith, Roger Whitely, Bill Hamilton, Judge Shaffer, Commissioner Kramer and Fred Schubert.

No: 0

Abstain: 0

Motion carried.

1. MINUTES

a. Approval of past meeting minutes.

b. Set next meeting date:

- The next regular meeting was scheduled for Tuesday, January 13, 2015 at 3 pm. Meeting location will be at the North Central Public Health District, Meeting Room. (419 E. 7th St., The Dalles).

2. ADDITIONS TO THE AGENDA

a. Update – Ebola Planning

- We continue to have fairly regular meetings with all the clinical providers (including outlying clinics in Sherman County and Gilliam County via email) and EMS agencies talking about what this communities' response will be if we have someone under monitoring during the Ebola outbreak.
- A meeting is scheduled next week with law enforcement to talk about their role and share with them information about isolation and quarantine that's come out of the State.
- We are scheduled to go to Gilliam County in January to meet with the Gilliam County providers (both clinics & both EMS agencies) and the emergency manager in law enforcement.

b. NCPHD Board Members

- Gilliam County - One public member has resigned. Public notices have been sent out. Gilliam County should be able to appoint someone at their 12/17 meeting and will forward that information to Gloria Perry on the 18th.
- Wasco County – Has one vacancy due to Carri Ramsey-Smith’s resignation effective 12/31/2014. Fred Schubert’s term also expires on 12/31/2014 as well and he has not reapplied for this appointment. Public notices have been sent out. Fred stated if it’s allowable, he would be willing to stay on for an extended time frame until a replacement can be found.
- Sherman County - Currently has two members, however he thinks that Bill Hamilton’s term may have expired. Due to the change in the residency requirement in the new IGA, Bill might be someone that Wasco County would want to consider as a replacement for Carri. Mike will check with their courts administrator to confirm Bill’s term expiration date.
- Commissioner Smith encourages all new appointees to contact Teri Thalhofer so Teri can review with them what public health is.

3. UNFINISHED BUSINESS

a. Consideration of Operational Agreements with Wasco County – Update

- Due to an announcement made by Commissioner Kramer at the 11/25/14 operational agreements meeting the agreements were not worked on. Commissioner Kramer’s announcement was that he was planning on recommending to his fellow commissioners not to renew the IGA at the end of this calendar year. However, Commissioner Kramer has now decided not to make this recommendation to Wasco County Commission until after he hears NCPHD’s 1st Quarter Report presentation at Wasco County’s BOCC meeting on 12/17/14.

b. HWR Program Transition – Wasco County Update

- According to Commissioner Kramer, Wasco County’s attorney has stated this transfer can be accomplished by NCPHD’s board making a motion to transfer the HHW program back to Wasco County.
- Commissioner Kramer stated he is here at the NCPHD board meeting representing the HHW steering committee. There are 7 members of that steering committee that have asked for this request to the NCPHD board.
- Fred Schubert stated his understanding of the way the IGA was written up is that Wasco County agreed HHW should be a part of public health. This is in the signed IGA. Breaking IGA’s are not a simple straight forward process, but this is what you are asking us to do.
- Commissioner Kramer replied to Fred that yes that is what he is asking this board to do. He stated we can make amendments to IGA’s.
- Commissioner Smith stated yes we can make amendments to IGA’s but it has to be done properly. This question was presented to NCPHD’s council about how this can be done and the response received was “The NCPHD board does not have the authority to complete Commissioner Kramer’s request. It would be in violation of the IGA. The board of health does not have this authority. It would be a violation of public meeting law to consider such an action today as it has not been properly noticed.” Commissioner Smith stated that NCPHD’s council’s opinion is the steering committee

needs to take a formal action at a public meeting. Wasco County should seek legal counsel regarding next steps. NCPHD's counsel's advice is that we cannot accomplish Commissioner Kramer's request legally by just a motion.

- Commissioner Kramer stated that another attorney has stated that the District's Board has the authority to exercise "all of the powers necessary and properly to govern the district that is broad and should cover making decisions about what programs to administer and which ones to have another entity to administer."
- Commissioner Smith stated that originally, as agreed in the minutes of the November board of health meeting, that in talking about the transfer we were going to have the two attorneys work with each other to figure it out so we could have the correct path. Commissioner Smith wasn't sure if they have spoken yet.
- Commissioner Kramer said they have not spoken yet because that was his choice. He felt that this is basically a simple decision that the NCPHD board can make by passing the program back, then the attorneys workout the amendments to the IGA and move forward.
- Commissioner Smith stated NCPHD'S counsel is telling us we can't do it that. The two counsels need to talk.
- Teri asked the board that since it appears that this won't be resolved by January what steps should be taken.
- Commissioner Smith stated that since our counsel to the board has advised us that we can't do this by a motion, the only thing he can think of is if the attorney's come to an agreement and say we can do this by motion then we could possibly call an emergency meeting of this board.

4. NEW BUSINESS

a. 1st Quarter Report

- Teri shared the 1st quarter report that will be presented at the 12/17/14 Wasco BOCC meeting. The report gives a great overview of what public health is doing.
- Commissioner Smith asked Commissioner Kramer if this report has the information that he is looking for.
- Commissioner Kramer stated he had not yet had an opportunity to review the report and he will just wait to hear the presentation presented at the BOCC meeting. However he felt the information should be whatever it was that Commissioner Smith and Monica Morris had agreed to.
- According to Commissioner Smith when he and Monica Morris had originally talked about this they both thought it would be a good idea that after NCPHD completes a full quarter to present to Wasco County commission on what NCPHD has accomplished during the quarter. This report represents that.

b. Contracts Review

- OHSU – CCN Agreement #1004395 - Reviewed
- District 21 Nursing Services Agreement - Reviewed
- OHA Agreement #146258 - Reviewed
- Pauly, Rogers & Co. PC Engagement Letter - Reviewed
- Pauly, Rogers & Co. PC Contract – Reviewed

- Auditors are on site. They will not be able to complete the audit by 12/31/2014, therefore we will be filing for an extension.
- c. Director's Report
- Reviewed – No questions or discussions.

Motion to adjourn was made and the meeting was adjourned at 3:46p.m.

{Copy of 10/21/14 and 11/12/14 board of health meeting minutes, 1st Quarter Report, OHSU – CCN Agreement #1004395, District 21 Nursing Services Agreement, OHA Agreement #146258, Pauly, Rogers & Co. Engagement Letter and Contract, Director's Report attached and made part of this record.}