



Public Health
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North Central Public Health District

North Central Public Health District Full Board of Health Meeting

Date: Tuesday, July 8, 2025

Time: 4:00 p.m. to 6:00 p.m.

Virtual via Zoom: <https://wascocounty-org.zoom.us/j/82992226729>

AGENDA

1. **Call to Order**

- Introductions
- Establish a Quorum
- Requests to add items to the Agenda
- Requests for Public Comments

2. **Action Items**

- 6/10/2025 Board of Health Meeting Minutes
- June A/P Check Reports

3. **Non-Action Items**

- Contracts Summary
- Director's Report

Note: This agenda is subject to last minute changes.

Meetings are ADA-accessible. If special accommodations are needed please contact NCPHD in advance at (541) 506-2626. TDD 1-800-735-2900. NCPHD does not discriminate against individuals with disabilities.

If necessary, an Executive Session may be held in accordance with: ORS 192.660(2) (a) to consider the employment of a public officer, employee, staff member or individual agent; ORS 192.660 (2) (d) Labor Negotiations; ORS 192.660 (2) (h) Legal Rights; ORS 192.660 (2) (e) Property; ORS 192.660 (2) (i) Personnel



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NORTH CENTRAL PUBLIC HEALTH DISTRICT

419 East Seventh Street
The Dalles, OR 97058-2676
541-506-2600
www.ncphd.org

**North Central Public Health District
Board of Health Meeting Minutes
June 10, 2025**

Board Members In Attendance: Commissioner Joan Bird – Sherman County; Commissioner Phil Brady – Wasco County; Roger Whitley – Sherman County, Bill Lennox – Wasco County

Staff Present: Martha McInnes – Director; Brita Meyer – Fiscal Manager; Paula Grendel – Environmental Health Specialist Program Manager; Kathleen Wilder – Health Officer; Maricela Elias - WIC Program Coordinator; Maria Peña – Community Health Worker; Marta Fisher – Regional Epidemiologist; Lori Treichel – Public Health Nurse; Peter Xiong – Environmental Health Specialist Trainee; Julia Gertsen – Public Health Nurse

Guests: None

Minutes by: Kate Hendershot

SUMMARY OF ACTIONS TAKEN

MOTION by Commissioner Phil Brady seconded by Judy Starr, to accept the May 13th, 2025 Board of Health meeting minutes as presented.

Vote: 5-0
Yes: Commissioner Joan Bird – Sherman County; Commissioner Phil Brady – Wasco County; Roger Whitley – Sherman County, Bill Lennox – Wasco County; Judy Starr – Wasco County
Abstain: 0
Absent: 0
No: 0
Motion: Carried

MOTION by Bill Lennox and seconded by Roger Whitley to accept the May 2025 A/P Checks Issued reports as presented.

Vote: 5-0
Yes: Commissioner Joan Bird – Sherman County; Commissioner Phil Brady – Wasco County; Roger Whitley – Sherman County, Bill Lennox – Wasco County; Judy Starr – Wasco County
Abstain: 0
Absent: 0
No: 0
Motion: Carried

MOTION by Commissioner Phil Brady and seconded by Judy Starr to approve the minor revision to Public Health Contracting Rules Resolution.

Vote: 5-0
Yes: Commissioner Joan Bird – Sherman County; Commissioner Phil Brady – Wasco County; Roger Whitley – Sherman County, Bill Lennox – Wasco County; Judy Starr – Wasco County
Abstain: 0
Absent: 0
No: 0
Motion: Carried

MOTION by Commissioner Phil Brady and seconded by Bill Lennox to approve the proposed Environmental Health Onsite Fee Adjustment with no changes.

Vote: 5-0
Yes: Commissioner Joan Bird – Sherman County; Commissioner Phil Brady – Wasco County; Roger Whitley – Sherman County, Bill Lennox – Wasco County; Judy Starr – Wasco County
Abstain: 0
Absent: 0
No: 0
Motion: Carried

MOTION by Bill Lennox and seconded by Roger Whitley to accept the appropriations for fiscal year 2025-2026.

Vote: 5-0
Yes: Commissioner Joan Bird – Sherman County; Commissioner Phil Brady – Wasco County; Roger Whitley – Sherman County, Bill Lennox – Wasco County; Judy Starr – Wasco County
Abstain: 0
Absent: 0
No: 0
Motion: Carried

MOTION by Judy Starr and seconded by Roger Whitley to accept the annual budget for fiscal year 2025-2026.

Vote: 5-0
Yes: Commissioner Joan Bird – Sherman County; Commissioner Phil Brady – Wasco County; Roger Whitley – Sherman County, Bill Lennox – Wasco County; Judy Starr – Wasco County
Abstain: 0
Absent: 0
No: 0
Motion: Carried

CALL TO ORDER: Commissioner Joan Bird called the Public Board of Health meeting to order at 4:01 p.m.

Introductions:

1. All present introduced themselves.

Establish a Quorum

1. A quorum of the board members present was established.

S:\2. Admin\Board of Health (BOH)\BOH MEETINGS\1. Minutes\2025\6. June\DRAFT BOH MTG Minutes 6.2025.docx

Requests for Additions to the Agenda

1. None

Request for Public Comment

1. None

ACTION ITEMS

1. Approval of past meeting minutes.
 - a. Discussion, questions and feedback were requested.
 - b. A motion was made and carried to approve the meeting minutes from 5/13/2025 as presented.
2. Approval of A/P Check reports.
 - a. Discussion, questions and feedback were requested.
 - b. A motion was made and carried to approve the May 2025 A/P Check reports as presented.
3. Approval of the minor revision to Public Health Contracting Rules Resolution
 - a. The resolution as it was initially approved carried the wrong number in the title.
 - b. Discussion, questions and feedback were requested.
 - c. A motion to approve a revision to the title and was made and carried.
4. Approval of the Environmental Health Onsite Fee Adjustment
 - a. DEQ will raise their fees 3% in the next fiscal year and Paula Grendel, EH Program Manager, seeks the approval of the Board to raise NCPHD fees 3%.
 - b. Discussion, questions and feedback were requested.
 - c. A motion to approve the Onsite Fee Adjustment was made and carried.
5. Approval of the Appropriations for Fiscal Year 2025-2026.
 - a. A pull out meeting for the budget hearing was held from 4:14pm to 4:35pm
 - b. Discussion, questions and feedback were requested.
 - c. A motion to accept the appropriations for fiscal year 2025-2026 was made and carried.
6. Approval of the Annual Budget for Fiscal Year 2025-2026.
 - a. Discussion, questions and feedback were requested.
 - b. A motion to accept the annual budget for fiscal year 2025-2026 was made and carried.

NON-ACTION ITEMS

1. Contracts Summary
 - a. Four contracts were reviewed.
 - b. Discussion, questions, and feedback were requested.

2. Director's Report

- a. Martha shared highlights on her report.
- b. Discussion, questions, and feedback were requested

Being no further business to be conducted at this time, Commissioner Joan Bird adjourned the Board of Health meeting at 4: 45p.m.

Signature

Date

Printed Name

NCPHD
Accounts Payable Checks
Issued June 2025

Check Date	Check Number	Vendor Name	Amount
6/10/2025	1383	ASIFLEX	\$302.00
6/10/2025	1384	NATIONWIDE RETIREMENT SOLUTION	\$1,326.19
6/10/2025	1385	P E R S	\$20,539.29
6/10/2025	1386	OREGON STATE, DEPT OF REVENUE	\$4,646.66
6/10/2025	1387	OREGON STATE, DEPT OF REVENUE	\$735.95
Held in Que	1388	IRS	\$18,364.68
Held in Que	1389	ASIFLEX	\$302.00
Held in Que	1390	NATIONWIDE RETIREMENT SOLUTION	\$1,326.19
Held in Que	1391	PERS	\$21,482.44
Held in Que	1392	OREGON STATE, DEPT OF REVENUE	\$5,070.59
Held in Que	1393	OREGON STATE, DEPT OF REVENUE	\$735.95
6/10/2025	1394	IRS	\$16,568.12
6/26/2025	2025	IRS	\$2,560.42
6/26/2025	2026	US BANK	\$1,132.95
6/5/2025	16410	BOHN'S PRINTING, INC.	\$171.14
6/5/2025	16411	CIS TRUST	\$37,617.70
6/5/2025	16412	COLUMBIA GORGE NEWS	\$49.50
6/5/2025	16413	CONTROL SOLUTIONS, INC	\$390.54
6/5/2025	16414	CURASCRIPT SPECIALTY, DISTRIBUTION	\$1,243.07
6/5/2025	16415	IMMENSE IMAGERY	\$115.00
6/5/2025	16416	MCKESSON	\$2,374.35
6/5/2025	16417	OREGON STATE, DEPT HUMAN SERVICES-OFS	\$2,896.15
6/5/2025	16418	U.S. CELLULAR	\$941.74
6/5/2025	16419	WASCO COUNTY	\$116.41
6/5/2025	16420	WILDE, ELIZABETH	\$564.00
6/11/2025	16421	THE REDE GROUP	\$50,000.00
6/11/2025	16422	ASD SPECIALITY, HEALTHCARE LLC	\$37.00
6/11/2025	16423	GRENDL, ERIC	\$936.71
6/11/2025	16424	H2OREGON BOTTLED WATER INC.	\$97.60
6/11/2025	16425	HENRY SCHEIN	\$976.88
6/11/2025	16426	MCKESSON	\$920.00
6/11/2025	16427	R&S NORTHEAST LLC	\$47.86
6/11/2025	16428	SATCOM GLOBAL INC.	\$64.56
6/11/2025	16429	SHERMAN COUNTY FAIR	\$20.00
6/11/2025	16430	SYNERGY HEALTH AND WELLNESS	\$920.40
6/11/2025	16431	US BANK	\$13,862.76
6/11/2025	16432	VILLALOBOS, AMELIA	\$300.00
6/11/2025	16433	WASCO COUNTY	\$2,267.27
6/11/2025	16434	WASCO COUNTY FAIR	\$75.00
6/18/2025	16435	HALEON	\$1,229.64
6/18/2025	16436	INTERPATH LABORATORY INC.	\$471.40
6/18/2025	16437	LABCORP	\$123.25
6/18/2025	16438	OREGON STATE, DEPT OF HUMAN SERVICES	\$29,733.51
6/18/2025	16439	WILDE, ELIZABETH	\$1,416.00
6/26/2025	16440	ASD SPECIALITY, HEALTHCARE LLC	\$233.51
6/26/2025	16441	BOHN'S PRINTING, INC.	\$39.25
6/26/2025	16442	COLUMBIA GORGE NEWS	\$216.00
6/26/2025	16443	MCKESSON	\$17,179.17
6/26/2025	16444	MULTNOMAH EDUC. SERVICE DIST	\$1,128.63
6/26/2025	16445	MURIELPHASPIRATIONS LLC	\$4,950.00
6/26/2025	16446	OFFICE DEPOT	\$109.96
6/26/2025	16447	OREGON STATE, DEPT OF ENVIRONMENTAL QUA	\$1,404.00
6/26/2025	16448	OREGON STATE, DEPT OF HUMAN SERVICES	\$30,000.00
6/26/2025	16449	PAULY, ROGERS & CO., P.C.	\$23,435.00
6/26/2025	16450	STRATUS AUDIO, INC.	\$45.54
6/26/2025	16451	WASCO COUNTY	\$123.75
6/30/2025	16452	WASCO COUNTY	\$193.87
6/30/2025	16453	IMMENSE IMAGERY	\$2,012.50
6/30/2025	16454	MCKESSON	\$223.31
6/30/2025	16455	TONKIN	\$116.62
6/30/2025	16456	WASCO COUNTY	\$58,075.06
TOTAL			\$384,559.04

Payroll A/P(EFT)

NCPHD Board of Health authorizes check numbers 16410 - 16456 & payroll EFT
1383 - 1394 numbers totalling \$384,559.04

Signature _____ Date _____

Printed Name: Joan Bird, NCPHD Board of Health Chair



NCPHD Contracts Summary for Board of Health Meeting of July 8, 2025

Submitted By: Martha McInnes, Director

- 1. C2025 Pauly, Rogers, & Co. Contract UPDATE 2025:** Renewing the contract with Pauly, Rogers, & Co. to perform annual fiscal audit required by CFR 200.501 for recipients of federal funding.
 - a. *Fiscal Impact: per engagement letter, per year*
- 2. C2025 PacificSource Medicaid Contract:** Updates the contract to reflect improved reimbursement rates on fee for service medical billing.
 - a. *Fiscal Impact: increasing reimbursement by 10% for medical billing.*
- 3. C2025 OHA 2025-2027 Intergovernmental Agreement:** 2025-2027 Intergovernmental Agreement for the financing of Public Health Services.
 - a. *Fiscal Impact: Ongoing*
- 4. C2025 Tyler Technology Software Service Agreement:** Contract for new fiscal software, separated into 2 scopes of work: the project of implementation, and the annual fees.
 - a. *Fiscal Impact: \$19,845 annual fee; \$45,600 professional services (2 separate quotes).*