



Public Health
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North Central Public Health District

North Central Public Health District Full Board of Health Meeting

Date: Tuesday, November 14, 2023

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

Virtually via Zoom: <https://wascocounty-org.zoom.us/j/86899654066>

AGENDA

1. Call to Order

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

2. Action Items

- 10/10/23 Board of Health Meeting Minutes
- A/P Check Reports
- Resolution 2024-01 Fee Schedule for Licensed Facilities
- Resolve pending motion from the 10/10/23 BOH Meeting
Re: NCPHD going under Wasco County

3. Non-Action Items

- IGA Update
- Fiscal Update
- Contracts Summary
- Director's Report
- NCPHD received CIS Excellence in Best Practices Award for 2023

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



Public Health
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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
October 10, 2023**

Board Members In Attendance: Commissioner Joan Bird – Sherman County; Commissioner Phil Brady – Wasco County; Shawn Payne – Sherman County; Bill Lennox – Wasco County, Julie Whetzel – Wasco County

Staff Present: Shellie Campbell – Director NCPHD; Brita Meyer – Fiscal Manager NCPHD; Eric Grendel – Environmental Health Supervisor NCPHD; Gloria Perry - Office Manager NCPHD; Paula Grendel – Environmental Health Supervisor NCPHD; Tanya Wray, Community Outreach Programs Supervisor NCPHD; Marta Fisher, Regional Epidemiologist NCPHD; Maria Peña - Community Health Worker NCPHD; Lori Teichel - Public Health Nurse NCPHD; Matt Johnson – PHEP Coordinator NCPHD; Zach Hale – CD Investigator NCPHD

Guests: Julia Scott

Minutes by: Cynthia Rojas

SUMMARY OF ACTIONS TAKEN

MOTION by Shawn Payne, and seconded by Bill Lennox to accept the September 12th, 2023 Board of Health meeting minutes.

Vote: 5-0

Yes: Commissioner Joan Bird – Sherman County; Commissioner Phil Brady – Wasco County; Shawn Payne – Sherman County; Bill Lennox – Wasco County, Julie Whetzel – Wasco County

No: 0

Abstain: 0

Absent: Roger Whitley – Sherman County

Motion: Carried

MOTION by Julie Whetzel and seconded by Bill Lennox, to accept the September 2023 A/P Checks Issued reports as presented.

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

MOTION by Phil Brady, and seconded by Bill Lennox, for NCPHD to accept the invitation from Wasco County to become a Wasco County Department.

Vote:
Yes:
Abstain: 0
Absent: Roger Whitley – Sherman County
Motion: **Postponed**

CALL TO ORDER: Commissioner Joan Bird called the Public Board of Health meeting to order at 4:00 p.m.

Introductions:

1. None.

Establish a Quorum

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

Requests for Additions to the Agenda

1. None.

Request for Public Comment

1. None.

ACTION ITEMS

1. Approval of past meeting minutes.
 - a. A motion was made and carried to approve the meeting minutes from 9/12/2023 as presented
 - b. Discussion, questions, and feedback were requested.
2. Approval of A/P Check reports.
 - a. A motion was made and carried to approve the September 2023 A/P Check reports as presented.
 - b. Discussion, questions, and feedback were requested.

3. Wasco County invitation for NCPHD to become a Wasco County Department
 - a. A motion was made and seconded.
 - b. Motion was postponed and a special session was proposed next week.
 - c. Discussion, questions, and feedback were requested

NON-ACTION ITEMS

1. PHEP Presentation
 - a. Tanya Wray & Matt Johnston gave an overview to the BOH on the PHEP program at NCPHD.
 - b. They answered questions on the after-action report that was included in the board packet.
 - c. Discussion, questions, and feedback were requested.
2. IGA Discussion
 - a. There was a meeting last week with Shellie, Paul, Tyler, Mike, Joan, Brita & Debby. There were many conversations about the next steps.
 - b. Wasco County was asked for more information about fiscal & HR, which has not been received yet.
 - c. Schedule a Special BOH meeting on Thursday, October 19th at NCPHD.
3. Fiscal Update
 - a. We are a month into the 2nd quarter and so far, we are on track.
 - b. There will be a billing company that will take over our clinic billing.
 - c. Brita is working with Shellie on gathering info for Wasco County
 - d. Discussion, questions, and feedback were requested.
4. Contract Summary
 - a. Discussion, questions, and feedback were requested.
5. Director's Report
 - a. Along with Shellie's update, department managers included an update on what is going on within each department.
 - 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 5:21 p.m.

Signature

Date

Printed Name

NCPHD
Accounts Payable Checks
Issued October 2023

Check Date	Check Number	Vendor Name	Amount
10/10/2023	1168	IRS	\$14,359.68
10/10/2023	1169	ASIFLEX	\$180.00
Held in Que	1170	PERS	\$17,029.63
10/10/2023	1171	OREGON STATE, DEPT OF REVENUE	\$3,951.38
10/25/2023	1172	IRS	\$14,566.72
10/25/2023	1173	ASIFLEX	\$180.00
Held in Que	1174	PERS	\$17,244.82
10/25/2023	1175	OREGON STATE, DEPT OF REVENUE	\$4,023.10
10/5/2023	15635	AMERICAN ASSOCIATION, OF BIOANALYSTS	\$309.00
10/5/2023	15636	BEST WESTERN PLUS, HOOD RIVER INN	\$663.20
10/5/2023	15637	H2OREGON BOTTLED WATER INC.	\$90.55
10/5/2023	15638	MULTNOMAH EDUC. SERVICE DIST	\$600.80
10/5/2023	15639	OFFICE DEPOT	\$292.32
10/5/2023	15640	OPTIMIST PRINTERS	\$137.00
10/5/2023	15641	OREGON STATE, DEPT HUMAN SERVICES- OFS	\$2,125.91
10/5/2023	15642	OREGON STATE, DEPT OF ENVIRONMENTAL QUA	\$2,000.00
10/5/2023	15643	OREGON STATE, DEPT OF HUMAN SERVICES	\$32.00
10/5/2023	15644	SATCOM GLOBAL INC.	\$66.64
10/5/2023	15645	SYNERGY HEALTH AND WELLNESS	\$1,079.00
10/5/2023	15646	US BANK	\$8,912.52
10/12/2023	15647	HENRY SCHEIN	\$314.64
10/12/2023	15648	OREGON STATE, DEPT HUMAN SERVICES- OFS	\$1,564.11
10/12/2023	15649	SANDERSON, JESSICA	\$1,800.00
10/12/2023	15650	SHRED NORTHWEST, INC.	\$130.00
10/12/2023	15651	THE DALLES DISPOSAL	\$39.72
10/12/2023	15652	U.S. CELLULAR	\$994.98
10/12/2023	15653	WASCO COUNTY	\$847.31
10/13/2023	15654	CA STATE DISPURSEMENT UNIT	\$231.50
10/13/2023	15655	NATIONWIDE RETIREMENT SOLUTION	\$1,326.19
10/18/2023	15656	AHLERS & ASSOCIATES	\$860.00
10/18/2023	15657	BEERY ELSNER & HAMMOND LLP	\$2,040.00
10/18/2023	15658	NACCHO	\$270.00
10/18/2023	15659	OPTIMIST PRINTERS	\$778.25
10/26/2023	15660	CURASCRIPT SPECIALTY, DISTRIBUTION	\$2,444.64
10/26/2023	15661	CYTOCHECK LABORATORY LLC	\$685.00
10/26/2023	15662	HALL, JAMES B	\$306.59
10/26/2023	15663	OFFICE DEPOT	\$1,070.72
10/26/2023	15664	OR STATE PUBLIC, HEALTH LABORATORY	\$119.59
10/26/2023	15665	R&S NORTHEAST LLC	\$230.95
10/26/2023	15666	STERICYCLE INC.	\$433.69
10/26/2023	15667	WASCO COUNTY	\$109.44

PAYROLL A/P(EFT)

PAYROLL A/P

10/27/2023	15668	AMERICAN FAMILY LIFE ASSURANCE	\$308.48
10/27/2023	15669	CA STATE DISPURSEMENT UNIT	\$231.50
10/27/2023	15670	MASSMUTUAL FINANCIAL GROUP	\$332.30
10/27/2023	15671	NATIONWIDE RETIREMENT SOLUTION	\$1,326.19
			\$106,640.06

PAYROLL A/P

NCPHD Board of Health authorizes check numbers 15635 - 15671 & payroll EFT
1168 - 1175 numbers totalling \$ 106,640.06

Signature _____ Date _____

Printed Name: Joan Bird, NCPHD Board of Health Chair

NORTH CENTRAL PUBLIC HEALTH DISTRICT

419 East 7th Street, The Dalles, OR 97058
 Email: publichealth@ncphd.org Phone: 541-506-2603



Public Health
 North Central Public Health District

Environmental Health Licensing Program Proposed 2024 Fee Schedule

Important Information: Licenses are non-transferrable². A license expires annually on December 31st. To reinstate a license after December 31st, the applicant must pay a reinstatement fee of \$100 in addition to the license fee required. The reinstatement fee will increase by an additional \$100 on the first day of each succeeding month until the license is reinstated.

Food Service ^{1,2}	2023	2024	Other Food Service Fees	2023	2024
Restaurants, 0-15 seats	\$629	\$655	Mobile Unit Insp (licensed in other OR County)	\$25	\$25
Restaurants, 16-50 seats	\$699	\$728	Quarterly inspection	50% of annual license fee	
Restaurants, 51-150 seats	\$777	\$810			
Restaurants, 150+ seats	\$828	\$863	Pool/Spa Facilities ¹		
Limited Service Restaurant	\$207	\$215	First Pool/Spa	\$340	\$350
Bed & Breakfast Restaurant	\$311	\$324	Additional Pool/Spa (same location)	\$240	\$247
Mobile Food Unit (MFU)	\$476	\$496	Seasonal Pool/Spa	\$233	\$242
Warehouse	\$207	\$207	Pool/Spa Plan Review	OHA	OHA
Commissary.....	\$551	\$551	Travelers' Accommodations ^{1,3}		
Benevolent.....	\$207	\$207	Bed & Breakfast	\$134	\$148
Vending 1-10 machines	\$ 56	\$ 58	Traveler Accommodations	\$145	See New Structure
			Org. Camp 0 -300 campers	\$393	\$404
			Org. Camp 301-600 campers	\$528	\$543
			Org. Camp 601 + campers	\$2207	\$2273
			Recreation Vehicle Park Base fee	\$145	See new structure
			Add \$3.00 per space for 1-50 RV spaces, plus		
			Add \$2.50 per space for 51-100 RV spaces, plus		
			Add \$2.00 per space for >100 RV spaces		
			Re-check inspection (any licensed facility requiring more than 2 re-inspections in one license year)	\$150	\$150
Temporary Events¹					
*\$50 late fee applies if payment is received less than 7 days before event					
*Single Event, 1-day	\$ 75	\$ 78			
*Single Event, 2 + days	\$106	\$110			
*Intermittent Event, 30 Day	\$157	\$164			
*Seasonal Event, 90 Day	\$157	\$164			
Seasonal/Intermittent Re-inspection ...	\$ 77	\$ 79			
Seasonal/Intermittent Plan Review	\$119	\$124			
Benevolent Application Admin Fee..... (requires non-profit tax ID#)	\$25	\$25			
Benevolent Application Admin Late Fee	\$20	\$20			
Plan Review for a New Establishment or Major Remodel (one-time fee)			Contract Facilities		
Full Service Restaurant	\$421	\$439	Schools (food service only).....	\$175	\$182
Bed & Breakfast	\$124	\$129	Child Care Centers	\$175	\$182
Limited Service Restaurant	\$124	\$129	Institutional (i.e. jail)	\$265	\$276
Mobile Unit	\$216	\$225	Contract Facility Re-inspection	\$ 80	\$80
Warehouse	\$130	\$130			
Commissary	\$270	\$270			
Plan Review for Simple Remodels					
Full Service Restaurant & MFUs	\$167	\$174			
All other food facilities	\$ 92	\$ 96			

NEW Proposed Fee Structure for Travelers' Accommodations^{1,3}

1-10 rooms	\$160
11-25 rooms	\$175
26-50 rooms	\$200
51-75 rooms	\$225
76-100 +	\$250
Plus \$1.00 per each add'l room over 100	

RV Park, 1-10 Spaces	\$180.00
RV Park, 11-25	\$225.00
RV, Park 26-50	\$300.00
RV, Park 51-75	\$360.00
RV Park 76-100 +	\$422.50
Plus \$2.00 per each add'l room over 100	

¹ The fees listed in this category include a remittance assessed by the Oregon Health Authority. ORS 624.510(2), ORS 448.100(2).

² For full service and limited-service restaurants, and bed and breakfast facilities, Oregon law provides that a "license expires annually on December 31." ORS 624.020(2). (2) Except as provided in this subsection, to reinstate an expired license the operator must pay a reinstatement fee of \$100 in addition to the license fee. If the operator reinstates the license more than 30 days after the expiration date, the reinstatement fee shall increase by \$100 on the 31st day following the expiration date and on that day of the month in each succeeding month until the license is reinstated. ORS 724.490(2). Payment for license fees must be received in the office of the Public Health Division office by December 31 to avoid a reinstatement fee. Under Oregon law, a license is not transferable between operators or locations, and no refund can be issued for any unused portion of a license. ORS 624.020(6).

A license that is not renewed on or before the expiration date of the license is delinquent. To be renewed in a timely manner, payment must be received in the Public Health Division office on or before the due date.

For all Public Health Division licenses, a license shall not be issued to an applicant/operator until all fees, including all reinspection fees, reinstatement fees, and other fees due and owing to the Public Health Division for current and expired licenses held by the applicant/operator have been fully paid.

³ ORS 446.323: (2) Any person, initially licensed under ORS 446.310 to 446.350 for engaging in the recreation park or travelers' accommodation business who has failed to renew a license on or before the expiration date is delinquent. If delinquency extends 15 days past the expiration date, a penalty fee of 50 percent of the annual license fee shall be added. The penalty fee shall be increased by 50 percent of the license fee on the first day of each succeeding month of delinquency.

Office payments: payment types accepted in the office are cash, check, and credit/debit cards. There is a 2.5% convenience fee for credit and debit card transactions in the office or over the phone.

Online payments can be made for most licenses using a credit or debit card. There is a 3% convenience fee for transactions through the website at www.ncphd.org

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Memorandum

To: Local Public Health Administrators and Environmental Health Supervisors
From: André Ourso, Administrator, Center for Health Protection
Date: September 29, 2023
Subject: Preliminary Food, Pool and Lodging Remittance for July 1, 2024 through June 30, 2025

The Environmental Health Intergovernmental Agreement (EH-IGA) between the Oregon Health Authority (OHA) and Local Public Health Authorities (LPHA) requires OHA to provide a preliminary remittance factor for the Food, Pool and Tourist Facility Programs in September, and a final remittance factor in April of each year. The timing of the preliminary remittance factor is designed to allow LPHAs the time necessary to adjust licensing fees in their jurisdictions to cover the costs of supporting the statewide programs as well as their individual licensing and inspection programs. The final remittance factor released in April is required in Oregon Administrative Rule.

Overview

OHA changed both the Foodborne Illness Prevention Program (FIPP) and Public Pool Program remittances for the fiscal years of July 1, 2023 through June 30, 2025. The change to the FIPP is to increase the food remittance factor to 13.42% from 12.22% (See Tables 1-3 for a breakdown of program costs and the calculation of this remittance factor). This is due to SEIU contract negotiations resulting in a 6.5% COLA starting December 1, 2023 and an additional 6.55% COLA in early 2024. The program is currently hiring for the last vacant position which will be included in the April 2024 memo calculations.

The remittance to support the Tourist Facility Program will remain the same as it has been for the past few biennia at fifteen percent (15%) of the state licensing fee or the county licensing fee, whichever is less. However, OHA will be seeking a slight increase to the Tourist Facility Licensing fee through a statutory amendment for the 2025-2027 biennium. Remittance revenues do not cover the 0.25 FTE needed to perform required work. Thanks to salary savings from vacancies, OHA has funding available to cover staff time through the 2023-25 biennium but will need the fee increase subsequently to pay for the program.

The Public Pool Program remittance increased to \$90 dollars per license issued by the LPHA on July 1, 2023 to support the hiring of an additional staff member. The Public Pool Program has been understaffed and unable to provide adequate support to LPHA staff for many years. OHA is committed to improving our quality of service and to modernizing this program. This additional revenue will allow us to support a workgroup and rulemaking process to update state rules to align with the CDC's Model Aquatic Health Code, better respond to county questions, increase consistency for all jurisdictions providing pool plan review, and create more training/standardization opportunities for LPHA inspectors. Additional program staff will support the pool program with 75% of their time and the tourist program with the remaining 25% of their time. The program is currently hiring for the last vacant position which will be included the April 2024 memo calculations.

Foodborne Illness Prevention Program Remittance Calculation

OHA determines the FIPP remittance amount by first projecting the estimated FIPP budget, and then projecting annual statewide food service license revenue using statutory licensing fees (OHA does not calculate revenues based on the actual restaurant license fees charged by LPHAs, which are generally higher than the fees set in statute). OHA then divides the estimated FIPP budget by the revenue projection to yield a percentage. OHA then multiplies each LPHA's revenue projection for food services (calculated using the licensing fees in statute) by that percentage to yield the remittance amount for each county or health district. OHA used licensing data from 2021 for this calculation.

Table 1. Calculation of the July 1, 2024 - June 30, 2025 FIPP remittance factor

Foodborne Illness Prevention Program Remittance Factor Calculation	
Total annual cost estimate to implement FIPP	\$1,227,789
Total annual statewide revenue projection	\$9,147,695
Remittance Factor (\$1,227,789 divided by \$9,147,695)	13.42%

Table 2. Detailed breakdown of FIPP costs

Foodborne Illness Prevention Program Annual Program Costs	
Salary	\$510,781
Fringe	\$279,397
Supplies	\$60,000
HealthSpace	\$163,800
Other Direct Charges	\$53,115
Indirect Charges	\$160,696
Total	\$1,227,789

Table 3. Breakdown of annual FIPP remittance amounts by LPHA

LPHA	ANNUAL Remittance for 2024-2025	LPHA	ANNUAL Remittance for 2024-2025	LPHA	ANNUAL Remittance for 2024-2025
Baker	\$4,948	Harney	\$2,970	Morrow	\$2,647
Benton	\$24,334	Hood River	\$11,064	Multnomah	\$372,994
Clackamas	\$85,391	Jackson	\$62,738	North Central	\$13,365
Clatsop	\$25,371	Jefferson	\$5,111	Polk	\$572
Columbia	\$9,655	Josephine	\$19,569	Tillamook	\$11,128
Coos	\$18,391	Klamath	\$18,901	Umatilla	\$19,193
Crook	\$5,453	Lake	\$3,339	Union	\$7,060
Curry	NA	Lane	\$92,570	Wallowa	NA
Deschutes	\$67,901	Lincoln	\$23,566	Washington	\$133,290
Douglas	\$27,378	Linn	\$24,811	Wheeler	\$691
Gilliam	\$564	Malheur	\$9,296	Yamhill	\$24,740
Grant	\$2,736	Marion	\$87,595		

The tables below break down the Public Pool and Tourist Facility Programs as required in the EH-IGA.

Table 4. Annual budget projection for the Public Pool Program (July 1, 2024 - June 30, 2025)

Pool/Spa Program Annual Program Costs	
Salary	\$165,526
Fringe	\$90,543
Supplies	\$13,123
Other Direct Charges	\$19,619
Indirect Charges	\$51,379
Total	\$340,190

Table 5. Annual budget projection for the Tourist Facility Program (July 1, 2024 - June 30, 2025)

Tourist Facility Program Annual Program Costs	
Salary	\$53,479
Fringe	\$29,253
Supplies	\$3,745
Other Direct Charges	\$6,070
Indirect Charges	\$16,464
Total	\$109,011

NCPHD Recap Report
7/1/23 to 9/30/23

Account Number		Budgeted	YTD REV	YTD EXP	Balance	Pct	
201 PUBLIC HEALTH FUND							
201.00.1201 NON-DEPARTMENTAL (Interest and SAIF Dividend)	REV	22,000	22,179.23	0.00	22,179.23	100.81	
201.23.7141 PUBLIC HEALTH <i>General Fund; Septic; Vital Records</i>	REV	730,367.00	185,834.35			25.44	Co. GF to local match & program support
	EXP	757,607.00		266,863.26	-81,028.91	35.22	
201.23.7142 WIC <i>Nutrition for Women & Children</i>	REV	174,388.00	44,615.00			25.58	
	EXP	230,878.00		57,061.00	-12,446.00	24.71	
201.23.7143 IMM. & NURSING SERVICES <i>Child & Adolescent Health</i>	REV	47,200.00	3,756.91			7.96	
	EXP	57,240.00		10,171.49	-6,414.58	17.77	
201.23.7144 REPROD HEALTH <i>Exams & Ed. for Reproductive Health</i>	REV	152,100.00	37,131.36			24.41	
	EXP	227,727.00		44,576.82	-7,445.46	19.57	
201.23.7145 STATE SUPPORT <i>Exams, treat. & invest. for Com. Disease</i>	REV	42,000.00	10,925.43			26.01	COVID OHA funding
	EXP	730,719.00		134,095.19	-123,169.76	18.35	
201.23.7146 ENVIRON. HEALTH <i>Facility inspections & Education</i>	REV	135,400.00	8,044.81			5.94	
	EXP	132,137.00		26,728.54	-18,683.73	20.23	
201.23.7147 STD SERVICES <i>STD Client Services</i>	REV	80,000.00	34,015.71			42.52	
	EXP	89,825.00		5,189.68	28,826.03	5.78	
201.23.7148 PERINATAL HEALTH <i>Home visiting program</i>	REV	77,745.00	30,659.07			39.44	
	EXP	170,001.00		16,446.60	14,212.47	9.67	
201.23.7149 PH EMERGENCY PREPAREDNESS <i>Emergency preparedness</i>	REV	150,000.00	41,685.75			27.79	
	EXP	108,466.00		26,685.75	15,000.00	24.60	
201.23.7151 PH MODERNIZATION <i>Public Health Modernization</i>	REV	675,883.00	127,413.05			18.85	
	EXP	624,204.00		120,698.02	6,715.03	19.34	
201.23.7152 HEALTH PROMOTION <i>Grants promoting health</i>	REV	100,000.00	32,331.26			32.33	CCO Grants: QIM,
	EXP	123,379.00		2,043.74	30,287.52	1.66	Overdose Prevention
201.23.7153 PH PRACTICE - IMM SERVICES <i>Vaccine inventory; monitoring vaccinations</i>	REV	20,000.00	5,705.31			28.53	
	EXP	28,078.00		1,010.73	4,694.58	3.60	
201.23.7154 CACOON & SYSTEMS OF CARE <i>Home visiting program</i>	REV	55,000.00	7,826.12			14.23	
	EXP	61,511.00		11,933.18	-4,107.06	19.40	
201.23.7155 TOBACCO PREV & ED <i>Prevention of tobacco use</i>	REV	175,085.00	43,749.99			24.99	
	EXP	101,511.00		29,896.70	13,853.29	29.45	
201.23.7156 WATER <i>Monitoring of public water systems</i>	REV	68,150.00	11,380.60			16.70	
	EXP	81,455.00		16,408.87	-5,028.27	20.14	
201.23.7158 BABIES FIRST <i>Home visiting program</i>	REV	105,825.00	29,840.12			28.20	
	EXP	272,123.00		52,178.26	-22,338.14	19.17	incl local match for TCM
201.23.7159 OREGON MOTHERS CARE <i>OHP application assistance</i>	REV	5,100.00	740.00			14.51	
	EXP	15,467.00		3,717.99	-2,977.99	24.04	Supported by Med. Match
201.23.7500 PASS THROUGH <i>DEQ fees</i>	REV	12,100.00	3,100.00			25.62	
	EXP	12,100.00		1,900.00	1,200.00	15.70	
201.23.7999 NON-DEPARTMENTAL (Conting. Unapprop. & Reserves)	REV	0.00	0.00			0.00	
	EXP	266,752.00		0.00		0.00	
PUBLIC HEALTH FUND	REV	2,828,343.00	680,934.07			24.08	
	EXP	4,091,180.00		822,416.14	-141,482.07	20.10	



Public Health
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North Central Public Health District
"Caring For Our Communities"

NCPHD Contracts Summary for Board of Health Meeting of November 14, 2023

Submitted By: Shellie Campbell, Director

1. **OHA 180026-2/180026-3:** Amendment to Oregon Health Authority 2023-2025 intergovernmental agreement for the financing of Public Health services
 - a. *Fiscal Impact: Ongoing funding*



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"Caring For Our Communities"

NCPHD Directors Report for Board of Health Meeting of November 14th, 2023

Presented by: Shellie Campbell, Director

November started out with some well-deserved news to NCPHD staff:

Congratulations! North Central Public Health District has won the CIS Excellence in Best Practices award for 2023. Your teams were standout members in this category because of your dedication to safety, education, and training. Most notably you continued to hold a high level of safety while you had the added responsibility of serving the community during COVID, not an easy feat!

Thank you for all you do to keep the focus on safety and health of your team and the community, your efforts are noticed and appreciated.

The award will be presented at the Annual AOC Conference on Nov. 16th

Tobacco Prevention and Education Program (TPEP)

- Presented on TPEP & cessation work at the City Council meeting for the City of Maupin. Also, reached out to the City of Mosier and Dufur about presenting at their meetings.
- Working with Comagine to provide a QR code to connect to an online survey for dental offices. The survey will inquire about whether they ask their patients about tobacco use and if they will refer them to the NCPHD cessation program.
- Promoted Great American Smokeout to large local employers, like Wasco Co., School Dist. 21.
- Ongoing work with advertising the cessation program to the public.
- Working on an updated work plan with additional funding due to measure 108.

Public Health Emergency Preparedness (PHEP)

- Continuing work with Hood River to expand the reach of the MRC beyond Wasco & Sherman Counties.
- Working with community partners; attended Hood River Co. Health Dept.'s All Hazards Planning Workshop, Mid-Columbia Community Action Council's grand opening for the Annex, Oregon Public Health Association Annual Conference in Corvallis along with Environmental Health and Communicable Disease staff, working with Get Ready The Dalles Committee on ideas for increasing attendance at 2024 preparedness event.

Communications

- Recruiting for a Communications Coordinator.
- Tabled at Columbia Gorge ESD Health Fair & Screening; Home visiting nurse took weights for babies and shared info and handouts regarding Babies First, CaCoon, and WIC.
- Safe Routes to Schools Committee work; including donating Step it Up Students A-frame signs to this program.

WIC

This October is a self-review year for us. This process helps us identify our strong areas and areas we can strengthen. It also helps prepare us for our biannual review which will happen in 2024. Other work included:

- The review and updates to MOU's, agreements, and schedules with our community partners.
- We planned our WIC staff in-services and required trainings spreading them throughout the year.
- Prepare for end-of-year evaluations and send back to Oregon WIC when completed.

Environmental Health

- Environmental Health responded to a failed drain field in Wasco County. In order to safeguard drinking water sources, surface water quality, and public health from exposure to raw sewage, a failing septic system must be repaired or replaced. But fixes aren't always quick, and they can get expensive. A quick fix was not possible in this case due to the property owner's financial circumstances. NCPHD provided powdered lime to contain and treat the affected area, protecting the public from exposure to raw sewage. Our office is currently working with the resident to develop a long-term compliance plan.
- To ensure equitable access to public health information, Environmental Health has collaborated closely with our certified and skilled Spanish interpreters. Ensuring that communities are aware of and able to use environmental health programs and services depends on language accessibility. Environmental Health has finished translating into Spanish all of its plan review applications and supporting documentation for the food service and onsite wastewater programs. Furthermore, Jessie Elias, our Environmental Health Technician, is one of six employees who have successfully completed the Healthcare Interpreter Training and is certified to provide medical interpretations. One of the most important aspects of the efforts to close the current health disparities is expanding language access.
- This month, environmental health specialists attended the annual conference of the Oregon Environmental Health Association (OEHA). This two-day event serves as a hub for networking, education, and training in environmental health. In addition to offering thorough training, the conference featured rich instruction based on the "real-world" information and expertise of environmental public health professionals.

Front Office – Administrative Staff

Over the last few months, our front team (Cynthia Rojas & Chelsea Downey) have been operating one staff member short. Both Cynthia and Chelsea have exhibited extraordinary teamwork as they have each taken on extra duties while still providing excellent customer service to not only the clients we serve but also their fellow co-workers. Great job exemplifying what teamwork is all about.

Clinical Program – Martha McInnes, Supervisor

Home Visiting

The Home Visiting team completed 49 home visits in August and 38 home visits in September to clients in our Babies First and CaCoon programs with new referrals continuing to come from community partners including area hospitals, Columbia River Women's Center, AHCG Pediatrics, DHS, and others. We currently have a home visiting nurse position posted and have had only one unqualified applicant. We continue to advertise and try to recruit, but nursing positions in public health are often difficult to hire.

The team has prepared for our part-time HV nurse maternity leave from Jan-Mar 2024 by pairing every client with a community health worker who will continue to do monthly visits and developed a process to check in with the HV Nurse Lead if there are any concerns or modifications needed to the care plan. Our community partners are aware and will continue to make referrals, and we will place patients on wait lists as needed.

Clinic

The Clinic staff saw 43 patients in September, and 44 in October providing family planning, STI services, immunizations, and tuberculosis screening. We hired an experienced Medical Assistant to support our provider and overall clinical services who started October 6. She is currently in the process of onboarding and catching on quickly. However, our clinic nurse departed in mid-September, necessitating the Clinical Programs Supervisor to step in and onboard the medical assistant as well as provide direct care to maintain patient access. We will need to post for a clinic nurse position in the near future but will complete onboarding the medical assistant first.

We began offering HIV Pre-exposure Prophylaxis (PrEP) and DoxyPEP in the clinic. DoxyPEP is a single dose post-exposure medication that can help prevent chlamydia, gonorrhea, and syphilis after condomless sex in certain populations.

We received both flu and COVID vaccines for the uninsured population and work to provide these to the community, including an outreach event providing vaccines to inmates at NORCOR.

All clinical service staff is preparing for the transition to the new EHR, Patagonia Health, which will go live February 6. Simultaneously we are onboarding with a medical billing company, PracticeSynergy, to outsource our medical billing. We anticipate a net gain from the improved efficiencies within the revenue cycle and lower staffing costs.

Communicable Disease

Disease trends in the community remain largely the same, without any noteworthy trends. Across the nation, reports of congenital and early syphilis are significantly higher than in the past few years. At this time, neither NCPHD nor Hood River County has an increased incidence of these illnesses.

The CD team continues to work on community outreach. Focus the last 2 months was on connecting with schools and school nurses and collaborating with Oregon Health Authority (OHA) to get certification for infection preventionists at the area care facilities. NCPHD initiated a quarterly school nursing meeting that will begin in December to build better connections.

In October, Oregon approved a change in the reporting cutoff for elevated lead levels in children from 5 µg/dL to 3.5 µg/dL. As such our CD team is working with Environmental Health to put together a one-page handout for local provider education on the change, and what happens when they report these cases to NCPHD.

Work in progress over the next few months includes:

Modernization Plans and budgets to OHA

2024 Budget Season

Staff Annual Evaluations

Triennial Reviews

Happy Holiday Season!

***Remember to take time to reflect, find balance in your life and build memories
with family and friends.***