



**Public Health**  
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## North Central Public Health District

### North Central Public Health District Full Board of Health Meeting

**Date:** Tuesday, December 13, 2022

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

**HYBRID: NCPHD Annex A Meeting Room &  
Virtually via Zoom:**

[https://wascocounty-  
org.zoom.us/j/89019828490](https://wascocounty-org.zoom.us/j/89019828490)

### AGENDA

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1. **Call to Order**

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

2. **Action Items**

- 11/8/22 Board of Health Meeting Minutes
- A/P Check Reports
- Travel Policy
- Executive Committee Update: Commissioner Kathy Schwartz
- Board of Health Chair Appointment

3. **Non-Action Items**

- Fiscal Update: Brita Meyer
- WIC Program Presentation – Maricela Elias
- Salary Survey Update
- Contracts Summary
- Directors 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\*\**



**Public Health**  
Prevent. Promote. Protect.

**NORTH CENTRAL PUBLIC HEALTH DISTRICT**

419 East Seventh Street  
The Dalles, OR 97058-2676  
541-506-2600  
[www.ncphd.org](http://www.ncphd.org)

**North Central Public Health District  
Board of Health Meeting Minutes  
November 8, 2022**

**Board Members In Attendance:** Commissioner Joan Bird – Sherman County; Roger Whitley – Sherman County; Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County, Bill Lennox – Wasco County, Shawn Payne – Sherman County

**Board Members Absent:**

**Staff Present:** Shellie Campbell – Director NCPHD; Brita Meyer – Fiscal Manager NCPHD; Gloria Perry - Office Manager NCPHD; Martha McInnes - Clinical Programs Supervisor NCPHD; Lori Triechel - Public Health Nurse NCPHD, Maricela Elias - WIC Program Coordinator NCPHD

**Guests Present:**

**Minutes by:** Cynthia Rojas

**SUMMARY OF ACTIONS TAKEN**

**MOTION by Bill Lennox and seconded by Julie Whetzel, to accept the October 11, 2022 Board of Health meeting minutes as presented.**

Vote: 6-0

Yes: Commissioner Joan Bird – Sherman County; Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County; Roger Whitley – Sherman County, Bill Lennox – Wasco County, Shawn Payne – Sherman County

No: 0

Abstain: 0

Absent: None

Motion: Carried

**MOTION by Shawn Payne, and seconded by Roger Whitley, to accept the October 2022 A/P Checks Issued reports as presented.**

Vote: 6-0

Yes: Commissioner Joan Bird – Sherman County; Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County; Roger Whitley – Sherman County, Bill Lennox – Wasco County, Shawn Payne – Sherman Co.

No: 0

Abstain: 0

Absent: None

Motion: Carried

**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. Health Officer Update – Shellie Campbell

**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 10/11/2022 as presented.
2. Approval of A/P Check reports.
  - a. A motion was made and carried to approve the September 2022 A/P Check reports as presented.

**NON-ACTION ITEMS**

1. Fiscal and Budget Update
  - a. Brita Meyer presented how general funds from Wasco & Sherman Counties get broken down. For the 2023 fiscal year a total of \$610,000 received from Wasco & Sherman counties was budgeted.
  - b. We anticipate that moving forward with the new Electronic Medical Records system it will give us a better opportunity to get more patient payments and get additional funding that way.
  - c. Environmental Health rate increases will eventually make the program more self-sufficient than they currently are.
  - d. Some programs require a match from General Fund. The state requires that we prove that we have funding to support & to match, they want to make sure that we have the funding to put towards these programs
  - e. Modernization, Tobacco Prevention, Public Health Emergency Preparedness & STD program are some programs that don't use any general funds
  - f. Bill Lennox asked if there was another graph that shows all the programs together even those not funded by general funds. Brita can create something and send it out.
  - g. Discussion, questions, and feedback were requested.
2. Reproductive Health Update
  - a. The Reproductive Health Program had their Triennial review recently and overall it went very well. There are always findings which they will work on. One of them was having a system of regular patient feedback, in the short term we have placed a comment box in the lobby while we come up with a better System.

- b. Martha McInnes presented data that was provided from the Reproductive Health Program that shows how NCPHD is doing.
  - c. COVID affected the patient volume at our clinic, but we are working on ways to increase patient volume.
  - d. We have a Nurse Practitioner, Jennifer Hanlon-Wilde that started in July and is working once a week.
  - e. Our Medical Assistant just resigned & our Nurse Grace is leaving at the end of the month. Martha will be working to move forward and maintain services and working to fill those vacancies.
  - f. Discussion, questions, and feedback were requested.
3. Executive Committee Update
- a. Commissioner Schwartz shared that they have had 3 meetings so far
  - b. SWOT analysis has been done to come up with a plan & at the last meeting each item was rated. The SWOT results will be sent out to the full board as well.
  - c. Another meeting is scheduled in early December. Hopefully we will be able to make a recommendation on a possible direction for the district at the board at the December Board Meeting.
  - d. Once a recommendation is made the work will begin in the next year. If the recommendation doesn't work out the Board can regroup and adjust another path.
  - e. Discussion, questions, and feedback were requested.
4. Salary Survey Update
- a. Shellie said that it's still in progress. She has been meeting with HR Answers on the final details. Anticipates the final draft by mid-November.
  - b. The expectation is to have HR Answers come and present the final draft at the December Board meeting.
  - c. More work to come after the results come in. looking at where positions are, where they need to be at and where in the budget do those adjustments get made based on the results.
  - d. Discussion, questions, and feedback were requested.
5. Strategic Plan Update
- a. Shellie shared and reviewed the final draft of the Strategic Plan with the board.
  - b. Will continue to bring updates to the board as needed.
  - c. Discussion, questions, and feedback were requested.
6. Health Officer Update
- a. Dr. McDonnell has decided to stay with NCPHD!
7. Contract Summary
- a. Only contract is the ongoing contract with the state on public health funding.
  - b. Only change was the amendment that said Gilliam County funds were moved to Gilliam County, which we had already budgeted for.
  - c. Discussion, questions, and feedback were requested.
8. Director's Report
- a. Shellie Campbell presented her director's report to the Board.
  - b. Fiscal audit & WIC review went very well!

- c. There will be an update from Maricela Elias, WIC Program Coordinator on the WIC program at the December meeting.
- d. Discussion, questions, and feedback were requested.

9. Other Updates

- a. Vaccine clinics held by OHA have been well attended.
- b. Martha provided vaccines in Sherman County also went well.
- c. Commissioner Schwartz shared that she received a complaint from the community about restroom access at the vaccine events held by OHA. Shellie said that moving forward NCPHD will provide porta potties if OHA can't provide them.

Being no further business to be conducted at this time, Commissioner Joan Bird adjourned the Board of Health meeting at 4:40 p.m.

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*Signature*

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*Date*

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Printed Name

**NCPHD**  
**Accounts Payable Checks**  
**Issued NOVEMBER 2022**

| Check Date  | Check Number | Vendor Name                                   | Amount      |                   |
|-------------|--------------|---|-------------|-------------------|
| Held in Que | 1043         | IRS   | \$13,390.07 | Payroll A/P (EFT) |
| 11/10/2022  | 1044         | ASIFLEX                                       | \$100.00    |                   |
| Held in Que | 1045         | P E R S                                       | \$16,399.85 |                   |
| 11/10/2022  | 1046         | OREGON STATE, DEPT OF REVENUE                 | \$3,391.10  |                   |
| 11/23/2022  | 1047         | IRS   | \$13,563.72 |                   |
| 11/23/2022  | 1048         | ASIFLEX                                       | \$100.00    |                   |
| Held in Que | 1049         | P E R S                                       | \$16,722.13 |                   |
| 11/23/2022  | 1050         | OREGON STATE, DEPT OF REVENUE                 | \$3,473.02  |                   |
| 11/3/2022   | 15174        | BOXX, KATHLEEN                                | \$925.00    |                   |
| 11/3/2022   | 15175        | COLUMBIA GORGE NEWS                           | \$114.75    |                   |
| 11/3/2022   | 15176        | MCINNES, MARTHA                               | \$164.35    |                   |
| 11/3/2022   | 15177        | MULTNOMAH EDUC. SERVICE DIST                  | \$80.00     |                   |
| 11/3/2022   | 15178        | OFFICE DEPOT                                  | \$480.82    |                   |
| 11/3/2022   | 15179        | STRATUS AUDIO, INC.                           | \$44.46     |                   |
| 11/7/2022   | 15180        | CIS TRUST                                     | \$39,950.36 |                   |
| 11/7/2022   | 15181        | HINKLE, ASHLEY L                              | \$3,996.00  |                   |
| 11/9/2022   | 15182        | CA STATE DISPURSEMENT UNIT                    | \$231.50    | Payroll A/P       |
| 11/9/2022   | 15183        | NATIONWIDE RETIREMENT SOLUTION                | \$2,226.19  |                   |
| 11/9/2022   | 15184        | BICOASTAL MEDIA LLC, BICOASTAL COLUMBIA RIVER | \$400.00    |                   |
| 11/9/2022   | 15185        | BOTTA, SIRISHA                                | \$181.46    |                   |
| 11/9/2022   | 15186        | CLIA LABORATORY PROGRAM                       | \$1,317.94  |                   |
| 11/9/2022   | 15187        | H2OREGON BOTTLED WATER INC.                   | \$70.70     |                   |
| 11/9/2022   | 15188        | OREGON STATE, DEPT HUMAN SERVICES-OFS         | \$1,155.40  |                   |
| 11/9/2022   | 15189        | OREGON STATE, DEPT OF ENVIRONMENTAL QUA       | \$600.00    |                   |
| 11/9/2022   | 15190        | SAIF CORPORATION                              | \$711.27    |                   |
| 11/9/2022   | 15191        | SANOFI PASTEUR INC.                           | \$1,317.94  |                   |
| 11/9/2022   | 15192        | SATCOM GLOBAL INC.                            | \$62.83     |                   |
| 11/9/2022   | 15193        | SHRED NORTHWEST, INC.                         | \$130.00    |                   |
| 11/9/2022   | 15194        | STERICYCLE INC.                               | \$433.69    |                   |
| 11/9/2022   | 15195        | THE DALLES DISPOSAL                           | \$36.99     |                   |
| 11/9/2022   | 15196        | U.S. CELLULAR                                 | \$1,040.05  |                   |
| 11/9/2022   | 15197        | US BANK                                       | \$3,504.80  |                   |
| 11/9/2022   | 15198        | WASCO COUNTY                                  | \$676.71    |                   |
| 11/17/2022  | 15199        | AHLERS & ASSOCIATES                           | \$860.00    |                   |
| 11/17/2022  | 15200        | CIS TRUST                                     | \$25.00     |                   |
| 11/17/2022  | 15201        | CYTOCHECK LABORATORY LLC                      | \$50.00     |                   |
| 11/17/2022  | 15202        | IMMENSE IMAGERY                               | \$380.00    |                   |
| 11/17/2022  | 15203        | INTERPATH LABORATORY INC.                     | \$133.16    |                   |
| 11/17/2022  | 15204        | NORTHEAST OREGON NETWORK                      | \$676.00    |                   |
| 11/17/2022  | 15205        | OFFICE DEPOT                                  | \$264.16    |                   |
| 11/17/2022  | 15206        | OR STATE PUBLIC, HEALTH LABORATORY            | \$134.69    |                   |
| 11/17/2022  | 15207        | OREGON STATE, DEPT OF HUMAN SERVICES          | \$10,000.00 |                   |
| 11/17/2022  | 15208        | PACIFIC SOURCE, COMMUNITY SOLUTIONS           | \$80.00     |                   |
| 11/17/2022  | 15209        | PAYMENT RESOLUTION SERVICES                   | \$465.65    |                   |
| 11/17/2022  | 15210        | SANDOZ, JANELLE                               | \$97.50     |                   |

|               |       |                                |                     |             |
|---------------|-------|--------------------------------|---------------------|-------------|
| 11/30/2022    | 15211 | AMERICAN FAMILY LIFE ASSURANCE | \$277.30            | Payroll A/P |
| 11/30/2022    | 15212 | CA STATE DISPURSEMENT UNIT     | \$231.50            |             |
| 11/30/2022    | 15213 | NATIONWIDE RETIREMENT SOLUTION | \$1,726.19          |             |
| <b>TOTAL:</b> |       |                                | <b>\$142,394.25</b> |             |

NCPHD Board of Health authorizes check numbers 15174 - 15213 & payroll EFT  
1043 - 1050 numbers totalling \$142,394.25.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_  
Chair, NCPHD Board of Health

## North Central Public Health District

## Policies and Procedures

|  |   |
|--|---|
| <b>TOPIC:</b> Travel<br><br><b>Effective Date:</b> 07012014<br><b>Revised:</b> 03022016, <u>6/2/2022</u><br><b>Reviewed:</b> | <b>Regulation Referenced:</b>   |
| <b>AREA OF SERVICE:</b> AD   | <b>Program Responsible:</b> Admin   |
| <b>Approved By:</b> NCPHD Board of Health<br><br><b>Title:</b> <del>Michael Smith</del> , <u>Kathy Schwartz</u> , Chair      | <b>Approval Level Required:</b><br><input checked="" type="checkbox"/> Board <input type="checkbox"/> Director<br><input type="checkbox"/> Legal Counsel <input type="checkbox"/> Health Officer<br><input type="checkbox"/> Supervisor <input type="checkbox"/> Department |

### AD\_Travel Policy\_03022016

#### POLICY

NCPHD employees will follow NCPHD travel guidelines as well as, federal, ~~and~~ state, ~~and BOLI~~ guidelines while traveling on official business for NCPHD. Employees will be reimbursed for normal and customary expenses incurred while conducting official NCPHD business.

#### PURPOSE

The purpose of this policy is to provide general guidelines for NCPHD employees while traveling on official business for NCPHD.

#### PROCEDURE

All conferences and trainings must have prior approval from your immediate supervisor and the completion of a Conference / Training Authorization Request form.

#### Travel Time

Travel away from the home community: Travel that keeps an employee away from home overnight is travel away from home. Travel away from home is work time when it cuts across the employee's workday. The employee is substituting travel for other duties. The time is not only hours worked on regular working days during normal working hours but also during the corresponding hours on non-working days. Time that is spent in travel away from home outside of regular work hours as a passenger on an airplane, train, boat, bus, or automobile is considered work time. Idle time is time spent waiting to board a plane, train, boat, etc. Idle time outside of your normal work schedule is not compensated.

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## When is travel on an overnight trip considered work time that must be compensated?

### One Day Travel

#### Non-Overnight Meals:

Meal expenses incurred while traveling within Oregon or outside of Oregon for only one day, without staying overnight, are taxable if reimbursed. These expenses should be recorded with other travel expenses on the same voucher and reimbursed through Payroll. Meal expenses for same day travel are not normally appropriate unless the reason for travel does not allow time for the employee to get a meal. Generally speaking, coffee on the way to a business meeting or snacks would not be appropriate expenditures of NCPHD funds.

### Overnight Travel

#### Meal Expenses

Meal expenses are allowed according to the guidelines listed below. Gratuities are considered part of the meal allowance at the discretion of the employee. Gratuities will not be reimbursed separately. **Itemized receipts are required.**

Meal expenses are allowed under the following conditions:

1. First day of travel: A meal is allowed if the employee leaves the official workstation, or place of residence if authorized, exclusive of eating time. These times are based on a work schedule of 8:30 a.m. to 5:00 p.m. and may be adjusted for individual work schedules if reasonable.
2. Final day of travel: A meal allowance on the day of return is allowed if the employee returns to the official workstation, or place of residence if authorized, exclusive of eating time. These times are based on a work schedule of 8:30 a.m. to 5:00 p.m. and may be adjusted for individual work schedules if reasonable.
3. Meal rates will be based on the State of Oregon GSA Domestic Per Diem Rates. This table provides listings of cities in Oregon with rates for meals that exceed the standard rate. ([www.gsa.gov](http://www.gsa.gov)). M&IE Breakdown: Column 1 lists the full daily amount employees can spend for single calendar day of travel when that day is neither the first nor last day of travel. Column 3 lists the amount employees can spend for the first and last day of travel. The first and last calendar day of travel is calculated at 75 percent. Employees are not to spend over these amounts.
4. Personnel assigned to attend a conference shall be reimbursed for the actual cost of a meal (including gratuities) when such meal is an agenda item, where attendance is required, and the selection and cost of the meal is beyond the

control of personnel. Personnel do not receive a meal allowance when the cost of the meal is included in the conference registration fee.

#### Lodging Expenses

1. Personnel will request the "government rate" when making lodging reservations for official county business.
2. Reimbursement allowances for lodging will be based on the State of Oregon GSA Domestic Per Diem Rates. Lodging taxes are included in these rates.
- ~~3. Whenever possible and appropriate, employees will share a room. Employees are not required to share a room.~~
- ~~4.3.~~ If personnel are attending a conference or meeting and are staying at an official hotel/motel for that conference or meeting, actual lodging expenses are allowed
- ~~5.4.~~ Itemized receipts are required for lodging and taxes.

#### **Transportation Expenses**

1. Use of a NCPHD owned vehicle is the preferred method of transportation. Use of a \*personal vehicle requires prior authorization before mileage reimbursement will be made. Reimbursement for use of a personal vehicle will be made only for those miles traveled on behalf of the department. Employees are asked to record mileage on the "employee expense account" form which can be found on the shared drive in the VISA expense report and employee reimbursement request folder. [Copy of Google Map showing the mileage to and from destination must be included with request for reimbursement.](#)
2. When a NCPHD owned vehicle is not available the reimbursement of expenses for authorized travel by private vehicle is current the federal rate.
3. [If a NCPHD owned vehicle is available, but an employee prefers to use their privately owned vehicle and they have prior authorization from the supervisor to do so, they will be reimbursed at a rate per mile of \\$0.20. It is understood that for purposes of convenience, such as an employee who resides in Hood River, he or she may choose to use their own vehicle but they will not be reimbursed for travel expenses.](#)

#### **Telephone Calls**

- ~~1. If using hotel telephone, personnel may make one personal telephone call for every day of travel. Telephone calls should be kept to a minimum length of time. Usually 5 to 10 minutes.~~

### **Miscellaneous Expenses**

1. Expenses not payable with VISA, ~~such as parking,~~ will be reimbursed once the employee completes a personal expense form with receipts attached.
2. Extenuating circumstances regarding lodging and meals expenses will be discussed with the employee's supervisor and approval received before expenses are incurred.

**Expenses Not Covered include but are not limited to the following:**

- Alcohol
- Entertainment
- Access to sporting events
- Gym fees
- Pay per view movies

**REVIEWED BY:**

**DATE:**

*JuL. Thalhofer, RN, BSN*

04292011

*JuL. Thalhofer, RN, BSN*

03232012

Michael Smith  
NCPHD, Board of Health Chair

4/12/2016

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
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**Public Health**  
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## CONFERENCE / TRAINING AUTHORIZATION REQUEST

**All conference & training must have prior approval by Supervisor.  
Training / Conference information needs to be attached.**

Name: \_\_\_\_\_ Today's date: \_\_\_\_\_

Date & Location of Conference / Training: Charge to Program: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_  
\_\_\_\_\_

Purpose of travel and benefit to the  
County: \_\_\_\_\_

### **Cost Information (Must be completed in full)**

Registration /

Tuition: .....\$ \_\_\_\_\_

Name of Vendor: \_\_\_\_\_

Registration Deadline: \_\_\_\_\_

Hotel: ..... No. of Nights \_\_\_\_\_ x Cost per Night \_\_\_\_\_  
.....\$ \_\_\_\_\_

Name / Address: \_\_\_\_\_

Confirmation #: \_\_\_\_\_

Travel: ..... Cost of round-trip coach air  
fare: .....\$ \_\_\_\_\_

Total

Requested: .....\$ \_\_\_\_\_

DRAFT

| Mandated programs are highlighted in yellow                      |   |  |
|--|---|--|
| Revenue Account Title  | Program Description   | Details  |
| <b>PH 201-23-7141</b>  | <b>7141 General Fund</b>  |  |
| Vital Record Fees  | Vital Records   | Birth & Death Certificate filings; Certified copies for 1st 6 months after the event   |
| Sewage System Fees   | Waste Water Treatment   | Site evaluations, Authorizations, repair permits, technical assistance   |
|  | Construction permits  | Construction permits for new systems and repairs   |
|  | Solid Waste Management  | Health Officer is Chair of Solid Waste Advisory Committee(SWAC); SWAC admin. support.  |
| Sherman County   | Public health services  | Leadership Team; Administrative staff; Nursing; EH Specialist; Agency licenses; Vehicle Operation & Maint.; Materials & Services [M & S costs are allocated to programs by % of FTE] |
| Wasco County   | Public health services  |  |
|  | Health Officer  | Enforces Public Health Laws  |
|  | Director  | Ensures compliance, appropriate public health practice, professional accountability, public health accreditation work  |
| <b>WIC 201-23-7142</b><br>(Federal Funds)                        | <b>7142 Women, Infants and Children</b>                           | Assessment, nutrition and health education and counseling, food vouchers, referrals, monthly classes   |
| MCH - Title V CAH (Federal)                                      | Maternal Child Health/Child & Adolescent Health - Food Insecurity | Food Insecurity  |
| <b>CAH 201-23-7143</b>   | <b>7143 Child &amp; Adolescent Health</b>                         |  |
| Immunization Fees, TPR, OHP                                      | Immunizations   | Immunizations against vaccine preventable diseases   |
| MCH/CAH<br>50% State General Fund<br>50% 93.778 Medicaid         | Maternal Child Health/Child & Adolescent Health                   | Drop in Immunizations at health dept.  |
| Nursing Service Fees   | OR Child & Development Coalition                                  | Review and monitor medication administration; Staff training; Immunizations and TB testing and reading.  |
| <b>Reproductive Health 201-23-7144</b>                           | <b>7144 Reproductive Health</b>                                   |  |
| Family Planning Fees, Don, TPR, & OHP (Medicaid)                 | Reproductive Health   | Physical exams, follow-up and health education; pregnancy testing and counseling; birth control information & counseling; emergency contraception.                                   |
| FAM PLAN 93.217 & 93.994 (Fed.)                                  | Reproductive Health   | "  |
| MCH - Title V - Flexible (Federal)                               | Reproductive Health - Adolescent Well Visit                       | Pregnancy intention screening for clients and community partner ed. Adolescent Well Visit  |
| CCARE (Medicaid)   | Contraceptive Care; RHEA; Title X                                 | Provide family planning services to women who do not have insurance or OHP and are income eligible.  |
| BCCP Fees  | Breast and Cervical Cancer Program                                | Breast and cervical cancer screening for low income women forty and older.   |
| <b>State Support 201-23-7145</b>                                 | <b>7145 State Support</b>   |  |
| CD prevention Fees   | Communicable Disease Prevention                                   | TB skin testing and reading.   |
| State Support (State Gen. Fund)                                  | CD, STD, TB   | State Support for Communicable Disease surveillance & response, STD's and TB case management (TB skin testing, case monitoring and medication).                                      |
| TB   | Tuberculosis  | TB skin testing, case monitoring and medication.   |
| <b>Environ. Health 201-23-7146</b>                               | <b>7146 Environmental Health</b>                                  |  |
| Food Handler Fees  | Food Handler permits  | Education, testing and issuing of permits.   |
| Temporary Licenses   | Short term food licenses  | Inspect other public food service facilities (ie. Food booths).  |
| Facility Inspections   | Schools & child care inspections                                  | License and inspect other public food service facilities.  |
| OEHS Licenses  | Oregon Environmental Health Services                              | License and inspect restaurants; plan reviews; food borne disease invest.  |
| Misc.  |   | Pumper truck inspections,  |
| <b>STD 201-23-7147</b>   | <b>7147 STD Client Services</b>                                   |  |
|  | Sexually Transmitted Diseases                                     | Examinations and treatment for various sexually transmitted diseases. Trace contacts and initiate or refer for treatment where appropriate.  |
| <b>Perinatal 201-23-7148</b>                                     | <b>7148 Perinatal</b>   |  |
| MCM fees   | Maternity Case Management   | Home visits by public health staff during pregnancy and after the baby is born.  |
| MCH - Perinatal<br>50% State General Fund<br>50% 93.778 Medicaid | Maternity Case Management   | "  |
| MAC - (Medicaid Admin)   | Medicaid Administrative Claiming                                  | Supplemental funding for home visiting programs.   |
|  | Home Visiting Network   | Referral network for community partners who provide home visits to pregnant women and young children.  |

| Revenue Account Title   | Program Description                              | Details  |
|---|--|--|
| <b>PHEP 201-23-7149</b>   | <b>7149 Public Health Emergency Preparedness</b> |  |
| PHEP/CD (Federal)   | Public Health Emergency Preparedness             | Emergency Preparedness; Bioterrorism & other PH emergency planning; CD Outbreak control  |
| MEDICAL RESERVE CORPS   | Medical Reserve Corps                            | Credentialing & training of volunteer medical staff in case of a disaster<br>Walk to School program staffed by MRC volunteers  |
| <b>PH Mod. 201-23-7151</b>  | <b>7151 Public Health Modernization</b>          | Planning, developing, collecting, managing, and analyzing population health data to inform and improve Health Services programs and policies.  |
| <b>Health Prom 201-23-7152</b>  | <b>7152 Health Promotion</b>                     | Partnering with schools, community groups and families to promote health and wellness  |
| Pacific Source CCO  | Quality Incentive Measure funds                  | Improve incentive measures for CCO members   |
| Pacific Source CCO  | Tobacco Cessation                                | Provide tobacco cessation counseling & resources   |
| Pacific Source CCO  | Mejour Juntos                                    | Develop systems to efficiently use current resources, assist with promotion and support of health promotion programs   |
| Pacific Source CCO  | Bridges to Health                                | Care Coordination to assist clients to access resources  |
| Sherman County  | LCAC   | Funds LCAC Coordinator for meeting administration  |
| 4 Rivers Earling Learning Hub   | EOCCO  | Coordination of Early Learning Systems   |
| <b>ISP 201-23-7153</b><br>50% State General Fund<br>50% 93.778 Medicaid | <b>7153 Immunization Special Payment</b>         | Education about and administration of vaccines; public education; enforcement of school immunizations; technical assistance for healthcare providers who provide vaccinations.             |
| <b>CACOON &amp; CCN 201-23-7154</b>                                     | <b>7154 CACOON and Coordinated Care Network</b>  |  |
| CACOON (OHSU)   | Care Coordination                                | For families that have children with special health needs.   |
| <b>Tobacco 201-23-7155</b><br>(Other State Funds)                       | <b>7155 Tobacco Prevention and Education</b>     | Reduce youth access to tobacco products; Create additional tobacco-free environments; Decrease advertising and promotion of tobacco products; Link to already existing cessation programs  |
| <b>Water 201-23-7156</b>  | <b>7156 Water</b>                                |  |
| Water Systems Grant (State GF)  | Public Water Systems                             | Sampling, monitoring, & tech. assist. for public water systems; TA for private water systems; water borne disease investigation<br>Public Water Systems for communities under 3,300 people |
| <b>Babies First 201-23-7158</b>   | <b>7158 Babies First</b>                         |  |
| Babies First Grant (State GF)   | Babies First                                     | Case management for Babies First clients.  |
| OHP Targeted Case Management (Medicaid)                                 | Targeted Case Management                         | Follow-up home visits by a public health nurse to families of newborn infants with health risks.   |
| <b>OMC 201-23-7159</b>  | <b>7159 Oregon Mothers Care</b>                  | Assists women in accessing early prenatal care and Oregon Health Plan.   |





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**North Central Public Health District**

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**NCPHD Contracts Summary for Board of Health Meeting of December 13, 2022**

**Submitted By: Shellie Campbell, Director**

1. **OHA 169526-10** Tenth Amendment to Oregon Health Authority 2021-2023  
Intergovernmental Agreement for the financing of Public Health Services.
  - a. *Fiscal Impact:* Ongoing funding



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## **NCPHD Directors Report for Board of Health Meeting of November 8th, 2022**

**Presented by Shellie Campbell, Director**

NCPHD staff kicked off the holiday season with the door decorating contest. The theme was "Grateful". The teams were very creative and shared many reasons why we as a community, world, organization, and as individuals are grateful! We have an amazingly creative and somewhat competitive staff here! A good time was had by all. Congratulations to the Emergency Preparedness Team for their First Prize door.

The Leadership Team has been busy evaluating our staffing needs and moving some positions around as we identify the best use of our current resources and where individuals shine. One, we moved Nadia Hernandez from the front office to the fiscal team. We are excited to have her experience and knowledge supporting the team. This past month we hired two new front office staff members, Chelsea Downey and Mercedes Gallardo Rocha. We are thrilled to fill the much needed, front facing positions with two experienced, customer service focused individuals. We still have a few other positions open; we continue to look for a (one or two) qualified nurse and also a MA (medical assistant) for the clinic. We now have opened up our PHEP (Public Health Emergency Preparedness) position. This position has been filled by Tanya Wray for a number of years. We are happy to announce that Tanya has moved to the Communications/Outreach Manager and will supervise the PHEP Coordinator. Tanya joins the Leadership Team in her new role. NCPHD couldn't be happier for Tanya, and us!

In December, as part of our plan to support staff from the impact of the pandemic we will be spending a half-day together in a Compassion Fatigue and Burnout training, put on by NEON. We look forward to taking a breather and acknowledging that the past few years were difficult.

The staffs here at NCPHD want to say **Thank You** to Commissioner Kathy Schwartz. Commissioner Schwartz has been our Board of Health (BOH) Chair for the past four years. She has supported us through the very difficult time of the pandemic and now in our "new normal". Commissioner Schwartz is a champion of public health. She continues to put the needs of public health front and center with an emphasis on what is best for the community we serve, following science and research. She also is a wonderful advocate for the staff here at NCPHD. Commissioner Schwartz did not run for a new term as a Wasco County Commissioner and will be leaving the NCPHD BOH at the end of December 2022. We wish her all the best in her new role – retired and Grandmother! Lucky her! Thank you, Commissioner

Schwartz, for your continued support to NCPHD and the community of Wasco County. We wish you all the best.

From NCPHD Staff to you – Happy Holidays, Merry Christmas, and Happy New Year! Wishing you a safe, joyful, and loved-filled season.