

**MASON COUNTY BOARD OF HEALTH PROCEEDINGS**  
**November 26, 2013**

Attendance: County Commissioner Randy Neatherlin, County Commissioner; Tim Sheldon, County Commissioner; Terri Jeffreys. County Commissioner; Scott Hilburn, Hospital District #1; Peggy VanBuskirk, Hospital District #2; Mike Olsen, City of Shelton Commissioner. Absent: Frank Phillips, Fire Commissioner.

1. The Chairperson called the meeting to order at 3:40 p.m.
2. **VanBuskirk/Cmmr. Jeffreys moved and seconded to adopt the agenda as presented. Motion carried unanimously.**
3. Correspondence – None
4. Adoption of Minutes – Peggy VanBuskirk suggested that the wording ‘proving’ be corrected to ‘providing’ in last sentence under the first paragraph of Item 5.

**VanBuskirk/Cmmr. Neatherlin moved and seconded to approve the regular meeting minutes of October 22, 2013 minutes as amended. Motion carried unanimously.**

5. Office of the Director

- 5.1 Health Officer Report – Appoint alternate local health officer for the year 2014 to provide back-up coverage for the primary local health officer for Mason County. Vicki Kirkpatrick lead the discussion explaining that in the event that Dr. Yu is unavailable, there is a group of health officials including local doctors that are able to step in as a Health Officer in Dr. Yu’s absence.

Cmmr. Jeffreys questioned if the proposed resolution is in the order in which the back-up providers would be contacted? Dr. Yu explained that she would prearrange if she was not present. But in the event that she was unavailable for unexpected reasons, the Health Director would call on the acting Health Officer.

**Hilburn/VanBuskirk moved and seconded to approve Resolution 02-13 as submitted. Motion carried unanimously. Resolution 02-13. (Exhibit A)**

- 5.2 Director Report – Motion to set 2014 Board of Health meeting dates. Vicki Kirkpatrick explained that this is to set the calendar dates for the year, excluding December on the 4<sup>th</sup> Tuesday of each month.

Cmmr. Neatherlin recommended that the Board consider revising the schedule to meet the 4<sup>th</sup> Tuesday every other month. He explained that they would start in January and strike February, April, June, August, October and December.

Cmmr. Sheldon questioned the requirements of calling a special meeting. Vicki Kirkpatrick commented that the statute for the Board of Health falls under the Open Public Meetings Act. Diane Zoren explained that it would require a 24-hour notice to call a special meeting.

Vicki Kirkpatrick commented on the advantages of Cmmr. Neatherlin’s suggestion is that it will give staff more time to respond to a more fully developed discussion.

It was discussed in detail. Cmmr. Jeffreys suggested that the agendas include action items.

**Cmmr. Neatherlin/VanBuskirk moved and seconded to amend the 2014 Meeting Dates as amended to meet the 4<sup>th</sup> Tuesday every other month. Motion carried unanimously. Resolution 03-13. (Exhibit B)**

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6. Election of Board of Health Chair for 2014 – Vicki Kirkpatrick commented that there are no requirements in the statute that it requires a County Commissioner as Chair. She explained that there is nothing in the ordinance that was approved when expanding the Board that prohibits a non-County Commissioner.

**Cmmr. Neatherlin/Sheldon moved and seconded to elect Terri Jeffreys to serve as Board of Health Chair for 2014. Motion carried unanimously.**

7. Environmental Health

- 7.1 Fee Schedule - Debbie Riley gave an overview on the 2014 proposed fees. She explained how the fees were assessed and would be processed. The proposed fees were discussed in detail. Debbie Riley explained that fees have not been raised since 2008 for the 2009 year.

**Cmmr. Neatherlin/Jeffreys moved to approve the Environmental Health Fees as scheduled and move to forward to the Board of County Commissioners for final approval. The motion passed unanimously.**

Debbie Riley explained that they will be added to the action agenda to set a hearing on Dec. 17.

8. Health Officer Report

- 8.1 Dr. Diana Yu reminded everyone to get a flu shot and explained the health benefits.
- 8.2 Dr. Diana Yu commented on emergency preparedness explaining that we all need to prepare ourselves for an emergency disaster. She added that additional information and classes are available through the Department of emergency management.

9. Other Business / Board Discussion

- 9.1 Vicki Kirkpatrick discussed the Mental Health & Substance Abuse Proposals explaining that a November 12 deadline date was set and three responses were received. She explained the guidelines and criteria and to review and rate the three proposals. Vicki added that she was currently working to set up a meeting to discuss the recommendations to approve the selected bids then the contract negotiations would begin and hoped to have to the Board for review in January.

Vicki Kirkpatrick explained that the proposals represent over a year of work with the Mental Health Advisory Committee. They will be reviewed by the Board of Health before going to the County Commissioners for final approval.

Cmmr. Neatherlin asked why the Board of Health would review if the Board of Health is not making the recommendations. It was discussed in detail. Vicki recommended asking legal council approve and to remain confidential until approved.

- 9.2 Mike Olsen discussed the Shelton School District funding programs and homeless youth in the community. Vicki Kirkpatrick commented that the numbers were staggering.

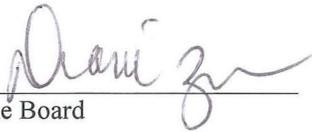
10. Community and Family Health - None

11. Public Comment – None

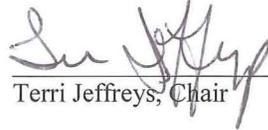
12. Adjourn - The meeting adjourned at 5:04 p.m.

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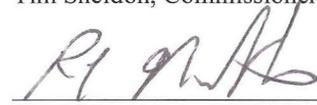
ATTEST

  
\_\_\_\_\_  
Clerk of the Board

BOARD OF HEALTH  
MASON COUNTY, WASHINGTON

  
\_\_\_\_\_  
Terri Jeffreys, Chair

*Absent*  
\_\_\_\_\_  
Tim Sheldon, Commissioner

  
\_\_\_\_\_  
Randy Neatherlin, Commissioner

RESOLUTION NO. 02-13

A RESOLUTION appointing alternate local health officers for Mason County for the year 2014.

WHEREAS, Dr. Diana Yu is currently appointed by the Board of Health of Mason County (hereinafter Board) as the primary local health officer for Mason County; and

WHEREAS, it is in the best interest of Mason County to provide continuous health officer coverage in the absence of the primary appointed health officer; and

WHEREAS, the Board desires to appoint alternate local health officers for the year 2014 to provide back-up coverage for the primary local health officer for Mason County; and

WHEREAS, the alternate local health officers meet the statutory qualifications set out in Chapter 70.05 RCW,

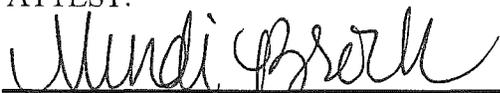
NOW, THEREFORE, the Board of Health of Mason County does resolve as follows:

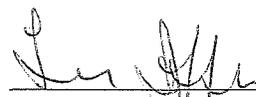
Section 1. That Alan Melnick, MD, MPH, and Jennifer Vines, MD, MPH Health Officers for Clark County Public Health; Jim Edstam, MD, MPH, Health officer for Pacific County; John Bausher, MD, Health Officer for Grays Harbor County; Rachel Wood, MD, MPH, Health Officer for Thurston and Lewis Counties; Dean Gushee, MD, Mason General Hospital; and John Butler, MD, Mason General Hospital, shall be appointed to act as alternate local health officers for Mason County for the year 2014 in the absence of Dr. Diana Yu or other primary local health officer appointed by the Board of Health for Mason County.

Section 2. The appointment of the alternative local health officers shall be activated when contacted to act in the capacity of the local health officer for Mason Count by the following individuals: (1) the primary local health officer for Mason County; (2) the director of Mason County Public Health; or (3) the Chair of the Board of Health of Mason County.

BOARD OF HEALTH  
MASON COUNTY, WASHINGTON

ATTEST:

  
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Mindi Brock, Clerk of the Board

  
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Terri Jeffreys, Chair

Dated: November 26, 2013

  
\_\_\_\_\_  
Randy Neatherlin, Commissioner


  
\_\_\_\_\_  
Tim Sheldon, Commissioner



RESOLUTION NO. 03-13

A RESOLUTION setting the 2014 Board of Health Meeting Dates.

WHEREAS, the Mason County Board of Health meets monthly to carry out the duties and responsibilities articulated in RCW 70.05; and

WHEREAS, the Mason County Board of Health establishes public health policy and provides oversight and direction to the Mason County Public Health & Human Services Department serving all residents of Mason County without regard to jurisdictional boundaries; and

WHEREAS, the Mason County Board of Health meeting is a public meeting where Mason County residents can provide input and information to the Board of Health;

NOW, THEREFORE, be it resolved by the Mason County Board of Health that the Board of Health will meet on the fourth Tuesday every other month during the following 2014 dates beginning at 3:30 p.m. in Commission Chambers:

January 28, 2014

July 22, 2014

March 25, 2014

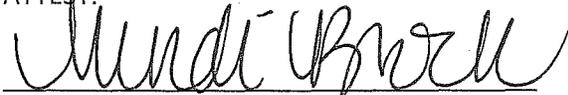
September 23, 2014

May 27, 2014

November 25, 2014

BOARD OF HEALTH  
MASON COUNTY, WASHINGTON

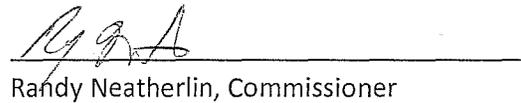
ATTEST:



Mindi Brock, Clerk of the Board

  
Terri Jeffreys, Chair

Dated: November 26, 2013

  
Randy Neatherlin, Commissioner

  
Tim Sheldon, Commissioner





