



Public Health
Prevent. Promote. Protect.

North Central Public Health District

North Central Public Health District Full Board of Health Meeting

Date: Tuesday, August 9th, 2022

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

To Be Held Electronically:

To Join Zoom Meeting please use link below:

<https://wascocounty-org.zoom.us/j/87925563279>

Meeting ID: 879 2556 3279

AGENDA

1. **Call to Order**

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

2. **Action Items**

- 6/14/2022 Board of Health Meeting Minutes
- A/P Check Reports – June 2022 and July 2022
- NCPHD Policies & Procedures approval.

3. **Non-Action Items**

- COVID-19/Monkeypox Update: Dr. McDonell
- 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
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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 14th, 2022**

Board Members In Attendance: Commissioner Joan Bird – Sherman County; Roger Whitley – Sherman County; Shawn Payne – Sherman County (Late); Commissioner Pat Shannon – Gilliam County (Phone); Dani Sperry – Gilliam County (Late); Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County; Bill Lennox – Wasco County (Late-Phone)

Board Members Absent: None

Staff Present: Shellie Campbell – Interim Director NCPHD; Dr. Miriam McDonell – Medical Officer NCPHD; Gloria Perry – Office Manager NCPHD; Martha McInnis – Clinical Program Supervisor NCPHD; Brita Meyer – Fiscal Manager NCPHD; Kathi Hall – Finance Consultant NCPHD; Paula Grendel – EH Specialist NCPHD; Eric Grendel – EH Specialist NCPHD; Janelle Sandoz – Public Health Nurse NCPHD

Guests Present: None

Minutes by: Laurie Jupe

SUMMARY OF ACTIONS TAKEN

MOTION by Julie Whetzel, and seconded by Commissioner Joan Bird, to accept the May 10, 2022 Board of Health meeting minutes as presented.

Vote: 5-0
Yes: Commissioner Joan Bird – Sherman County; Roger Whitley – Sherman County; Commissioner Pat Shannon – Gilliam County; Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County
No: 0
Abstain: 0
Absent: Dani Sperry – Gilliam County, Bill Lennox – Wasco County, Shawn Payne, Sherman County
Motion: Carried

MOTION by Commissioner Joan Bird, and seconded by, Julie Whetzel to accept the May 2022 A/P Checks Issued reports as presented.

Vote: 5-0
Yes: Commissioner Joan Bird – Sherman County; Roger Whitley – Sherman County; Commissioner Pat Shannon – Gilliam County; Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County
No: 0
Abstain: 0
Absent: Dani Sperry – Gilliam County, Bill Lennox – Wasco County, Shawn Payne, Sherman County
Motion: Carried

MOTION by Commissioner Joan Bird, and seconded by, Roger Whitley to accept the NCPHD Policies and Procedures as presented.

Vote: 4-1
Yes: Commissioner Joan Bird – Sherman County; Roger Whitley – Sherman County; Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County
No: 0
Abstain: 1-Commissioner Pat Shannon – Gilliam County
Absent: Dani Sperry – Gilliam County, Bill Lennox – Wasco County, Shawn Payne, Sherman County
Motion: Carried

MOTION by Julie Whetzel, and seconded by, Commissioner Joan Bird to accept the NCPHD new paid employee holiday Juneteenth as presented.

Vote: 5-1
Yes: Commissioner Joan Bird – Sherman County; Roger Whitley – Sherman County; Shawn Payne, Sherman County; Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County
No: 0
Abstain: 1-Commissioner Pat Shannon – Gilliam County
Absent: Dani Sperry – Gilliam County, Bill Lennox – Wasco County
Motion: Carried

MOTION by Roger Whitley, and seconded by, Julie Whetzel Motion to approve Resolution 2022-03 Adopting Appropriations for the fiscal year 2022-2023 in the amount of \$4,209,494 as presented.

Vote: 6-2
Yes: Commissioner Joan Bird – Sherman County; Roger Whitley – Sherman County; Shawn Payne, Sherman County; Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County; Bill Lennox – Wasco County
No: 0
Abstain: 2-Commissioner Pat Shannon – Gilliam County; Dani Sperry – Gilliam County
Absent: 0
Motion: Carried
Motion: Carried

MOTION by Bill Lennox, and seconded by, Commissioner Joan Bird to approve Resolution 2022-04 Adopting fiscal year 2022-2023 Budget in the amount of \$4,209,494 as presented.

Vote: 6-2
Yes: Commissioner Joan Bird – Sherman County; Roger Whitley – Sherman County; Shawn Payne, Sherman County; Commissioner Kathy Schwartz – Wasco County; Julie Whetzel – Wasco County; Bill Lennox – Wasco County
No: 0
Abstain: 2-Commissioner Pat Shannon – Gilliam County; Dani Sperry – Gilliam County
Absent: 0
Motion: Carried
Motion: Carried

CALL TO ORDER: Commissioner Kathy Schwartz called the Public Board of Health meeting to order at 4:01 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.
 1. A motion was made and carried to approve the meeting minutes from 5/10/2022 as presented.
2. Approval of A/P Check reports.
 1. A motion was made and carried to approve the May 2022 A/P Check reports as presented.
3. Approval of NCPHD Policies and Procedures.
 1. A motion was made and carried to approve the NCPHD Policies and Procedures as presented.
4. Approval of NCPHD new paid employee holiday Juneteenth.
 1. A motion was made and carried to approve the NCPHD new paid employee holiday Juneteenth as presented.
5. Approval of NCPHD Budget Resolutions for fiscal year 2022-2023.
 1. A motion was made and carried to approve Resolution 2022-03 Adopting Appropriations for the fiscal year 2022-2023 in the amount of \$4,209,494 as presented.
 2. Motion was made and carried to approve Resolution 2022-04 Adopting the Annual Budget for the fiscal year 2022-2023 in the amount of \$4,209,404 as presented.

Budget Hearing and Adoption

1. 2022-2023 Budget Hearing and Adoption
 1. Commissioner Schwartz closed the regular public session and opened the budget public hearing at 4:13 p.m., noting the purpose of the hearing was to approve the 2022-2023 budget.
 2. Brita Meyer reviewed the proposed Revenue and Expenditures with the board.
 3. With no public comment, Commissioner Schwartz closed the public budget hearing at 4:27 p.m. and reopened the regular public session.
 4. Motion was made to approve Resolution 2022-03 Adopting Appropriations for the fiscal year 2022-2023 in the amount of \$4,209,494 as presented.
 5. Motion was made to approve Resolution 2022-04 Adopting the Annual Budget for the fiscal year 2022-2023 in the amount of \$4,209,494 as presented as presented.

NON-ACTION ITEMS

1. COVID-19 Update
 1. Dr. Miriam McDonell updated the board on the current COVID-19 status.
 2. Oregon continues to see an increase in cases and hospitalizations.
 3. Local facilities continue to experience staffing shortages.
 4. The use of COVID therapeutics appears to help with severe disease.

5. Outbreaks continue in various community facilities.
6. NCPHD continues to provide vaccinations in clinic two days per week.
7. Community partners also provide all available vaccines for all ages.
8. OHA/FEMA vaccine trailer will be in The Dalles June 17 and 18 for testing and vaccinations at the old Griffiths motors building. This will be a drive through clinic.
9. The pediatric vaccine for six months to five years is currently up for approval and should be available soon.
10. Discussion, questions, and feedback were requested.

2. Annex A, Strategic Plan & Leadership Retreat Update

Annex A:

1. Shellie informed the board that the upstairs space renovations work continues with Andrew Burke of Wasco County taking on oversight of the renovations.
2. At present there is no definitive timeline when NCPHD staff will be able to make the move to the upstairs of the Annex A building. More information will follow as the renovations proceed.
3. Discussion, questions, and feedback were requested.

Strategic Plan/Leadership Retreat:

1. The NCPHD Leadership Team will be meeting with the Rede Group for an initial work session on Thursday, June 16 from 9:00 a.m. to 4:00 p.m. at the Mid-Columbia Fire & Rescue.
2. Shellie again extended an open invitation to the Board of Health members of Sherman and Wasco County to attend the Retreat.
3. Discussion, questions, and feedback were requested.

4. Contracts Summary

1. **BUSINESS ASSOCIATE AGREEMENT:** This contract is between Mid-Columbia Medical Center, Inc. and North Central Public Health District.
 - a. *Fiscal Impact:* No fiscal impact.
2. **PROVIDER AGREEMENT for VASECTOMY SERVICES BY REFERRAL BUSINESS ASSOCIATE CONTRACT.** This agreement is between Mid-Columbia Medical Center, Inc. and North Central Public Health District. The agreement outlines the relationship where NCPHD refers clients for male vasectomies to MCMC and MCMC provides the services for NCPHD male vasectomy clients.
 - a. *Fiscal Impact:* No fiscal impact, pass through dollars.

5. Directors Report

1. Shellie Campbell presented the Directors report to the Board.
2. Discussion, questions, and feedback were requested.

Being no further business to be conducted at this time, Commissioner Kathy Schwartz adjourned the Board of Health meeting at 4:46 p.m.

Signature

Date

Printed Name

| Check Date | Check Number | Vendor Name | Amount |
|-------------|--------------|--|--------------|
| 6/25/2022 | 959 | OREGON STATE, EMPLOYMENT DEPARTMENT | \$1,440.54 |
| 6/10/2022 | 976 | IRS | \$23,957.88 |
| 6/10/2022 | 977 | ASIFLEX | \$130.00 |
| 6/10/2022 | 978 | P E R S | \$26,184.06 |
| 6/10/2022 | 979 | OREGON STATE, DEPT OF REVENUE | \$5,942.33 |
| 6/25/2022 | 980 | IRS | \$14,978.89 |
| 6/25/2022 | 981 | ASIFLEX | \$130.00 |
| 6/25/2022 | 982 | P E R S | \$19,137.92 |
| 6/25/2022 | 983 | OREGON STATE, DEPT OF REVENUE | \$3,840.41 |
| Held in Que | 984 | OREGON STATE, DEPT OF REVENUE | \$0.55 |
| Held in Que | 985 | PERS | \$15,504.82 |
| Held in Que | 986 | OREGON STATE, DEPT OF REVENUE | \$3,056.70 |
| Held in Que | 987 | IRS | \$12,269.58 |
| Held in Que | 988 | IRS | \$1,594.72 |
| Held in Que | 989 | PERS | \$1,929.82 |
| Held in Que | 990 | OREGON STATE, DEPT OF REVENUE | \$437.35 |
| Held in Que | 991 | IRS | \$1,580.70 |
| Held in Que | 992 | PERS | \$1,940.41 |
| Held in Que | 993 | OREGON STATE, DEPT OF REVENUE | \$4,174.39 |
| 6/30/2022 | 994 | IRS | \$372.97 |
| 6/30/2022 | 995 | P E R S | \$428.30 |
| 6/30/2022 | 996 | OREGON STATE, DEPT OF REVENUE | \$105.19 |
| 6/1/2022 | 14922 | ACELA INC, ACELA TRUCK COMPANY | \$104,650.00 |
| 6/1/2022 | 14923 | BEERY ELSNER & HAMMOND LLP | \$3,987.19 |
| 6/1/2022 | 14924 | CECIL, NEITA | \$50.00 |
| 6/1/2022 | 14925 | CIS TRUST | \$44,822.06 |
| 6/1/2022 | 14926 | COLUMBIA GORGE NEWS | \$52.00 |
| 6/1/2022 | 14927 | OFFICE DEPOT | \$220.68 |
| 6/1/2022 | 14928 | OPTIMIST PRINTERS | \$564.00 |
| 6/1/2022 | 14929 | OREGON STATE, DEPT HUMAN SERVICES- OFS | \$240.00 |
| 6/1/2022 | 14930 | SOLUTIONS YES | \$155.09 |
| 6/8/2022 | 14931 | BOXX, KATHLEEN | \$500.00 |
| 6/8/2022 | 14932 | COLUMBIA COMMUNITY CONNECTION | \$224.00 |
| 6/8/2022 | 14933 | IMMENSE IMAGERY | \$582.50 |
| 6/8/2022 | 14934 | ONE COMMUNITY HEALTH | \$148.02 |
| 6/8/2022 | 14935 | RAGE GRAPHIX & DESIGN INC. | \$1,682.50 |
| 6/8/2022 | 14936 | SPARKLE CAR WASH, LLC | \$28.40 |
| 6/8/2022 | 14937 | STERICYCLE INC. | \$413.04 |
| 6/8/2022 | 14938 | U.S. CELLULAR | \$1,151.52 |
| 6/13/2022 | 14939 | CA STATE DISPURSEMENT UNIT | \$231.50 |
| 6/13/2022 | 14940 | NATIONWIDE RETIREMENT SOLUTION | \$2,488.80 |
| 6/15/2022 | 14941 | AHLERS & ASSOCIATES | \$860.00 |
| 6/15/2022 | 14942 | COOPER, CASSANDRA | \$225.00 |
| 6/15/2022 | 14943 | CYTOCHECK LABORATORY LLC | \$15.00 |
| 6/15/2022 | 14944 | H2OREGON BOTTLED WATER INC. | \$72.65 |
| 6/15/2022 | 14945 | HR ANSWERS INC. | \$14,976.00 |
| 6/15/2022 | 14946 | MCINNES, MARTHA | \$103.49 |
| 6/15/2022 | 14947 | OREGON COALITION OF LOCAL, HEALTH OFFICIALS INC | \$2,858.18 |

PAYROLL A/P (EFT)

Payroll A/P

| | | | |
|-----------|---------|---|--------------|
| 6/15/2022 | 14948 | OREGON STATE, DEPT OF ENVIRONMENTAL QUA | \$1,800.00 |
| 6/15/2022 | 14949 | SAIF CORPORATION | \$607.33 |
| 6/15/2022 | 14950 | SATCOM GLOBAL INC. | \$60.34 |
| 6/15/2022 | 14951 | TONKIN | \$90.06 |
| 6/15/2022 | 14952 | US BANK | \$9,054.57 |
| 6/23/2022 | 14953 | BEERY ELSNER & HAMMOND LLP | \$1,610.90 |
| 6/23/2022 | 14954 | BOXX, KATHLEEN | \$425.00 |
| 6/23/2022 | 14955 | CARDOSI, ELENA DOROTHY | \$270.00 |
| 6/23/2022 | 14956 | COLUMBIA GORGE NEWS | \$200.00 |
| 6/23/2022 | 14957 | INTERPATH LABORATORY INC. | \$12.60 |
| 6/27/2022 | 14958 | AMERICAN FAMILY LIFE ASSURANCE | \$325.80 |
| 6/27/2022 | 14959 | CA STATE DISPURSEMENT UNIT | \$231.50 |
| 6/27/2022 | 14960 | NATIONWIDE RETIREMENT SOLUTION | \$2,458.80 |
| 6/29/2022 | 14961 | WASCO COUNTY | \$975.21 |
| 6/29/2022 | 14962 | ADAMS CONSTRUCTION LLC | \$8,225.00 |
| 6/29/2022 | 14963 | COLUMBIA COMMUNITY CONNECTION | \$224.00 |
| 6/29/2022 | 14964 | HENRY SCHEIN | \$905.54 |
| 6/29/2022 | 14965 | OFFICE DEPOT | \$587.11 |
| 6/29/2022 | 14966 | OPTIMIST PRINTERS | \$76.75 |
| 6/29/2022 | 14967 | SOLUTIONS YES | \$135.54 |
| 6/29/2022 | 14968 | STRATTON INSURANCE SERVICES, DBA ISU - STRATTON AGENCY | \$9,549.48 |
| 6/29/2022 | 14969 | US BANK | \$9,028.46 |
| 6/29/2022 | 14970 | WASCO COUNTY | \$49,985.14 |
| 6/29/2022 | 14971 | BEERY ELSNER & HAMMOND LLP | \$424.41 |
| 6/30/2022 | 14972 | OPTIMIST PRINTERS | \$966.00 |
| 6/30/2022 | 14973 | WASCO COUNTY | \$13,964.46 |
| 6/30/2022 | 9993333 | OREGON STATE, DEPARTMENT OF REVENUE | \$392.00 |
| | | | \$433,025.15 |

Payroll A/P

PAYROLL A/P (EFT)

NCPHD Board of Health authorizes check numbers 14922- 14973 and payroll EFT numbers 959, 975-996 & 9993333 totalling \$433,025.15

Signature _____ Date _____

Printed Name _____

Commissioner Kathy Schwartz
Chair, NCPHD Board of Health

**Accounts Payable Checks
Issued June & July 2022**

| | | | |
|-------------|-------|---|--------------|
| 6/25/2022 | 959 | OREGON STATE, EMPLOYMENT DEPARTMENT | \$1,440.54 |
| 6/10/2022 | 976 | IRS | \$23,957.88 |
| 6/10/2022 | 977 | ASIFLEX | \$130.00 |
| 6/10/2022 | 978 | P E R S | \$26,184.06 |
| 6/10/2022 | 979 | OREGON STATE, DEPT OF REVENUE | \$5,942.33 |
| 6/25/2022 | 980 | IRS | \$14,978.89 |
| 6/25/2022 | 981 | ASIFLEX | \$130.00 |
| 6/25/2022 | 982 | P E R S | \$19,137.92 |
| 6/25/2022 | 983 | OREGON STATE, DEPT OF REVENUE | \$3,840.41 |
| Held in que | 984 | OREGON STATE, DEPT OF REVENUE | \$1,641.90 |
| 7/8/2022 | 985 | P E R S | \$18,626.59 |
| 7/8/2022 | 986 | OREGON STATE, DEPT OF REVENUE | \$3,915.83 |
| 7/8/2022 | 987 | IRS | \$15,343.06 |
| Held in que | 988 | IRS | \$1,594.72 |
| Held in que | 989 | PERS | \$1,929.82 |
| Held in que | 990 | OREGON STATE, DEPT OF REVENUE | \$437.35 |
| Held in que | 991 | IRS | \$1,580.70 |
| Held in que | 992 | PERS | \$1,940.41 |
| Held in que | 993 | OREGON STATE, DEPT OF REVENUE | \$421.78 |
| 6/30/2022 | 994 | IRS | \$372.97 |
| 6/30/2022 | 995 | P E R S | \$428.30 |
| 6/30/2022 | 996 | OREGON STATE, DEPT OF REVENUE | \$105.19 |
| 7/8/2022 | 997 | ASIFLEX | \$130.00 |
| 6/1/2022 | 14922 | ACELA INC, ACELA TRUCK COMPANY | \$104,650.00 |
| 6/1/2022 | 14923 | BEERY ELSNER & HAMMOND LLP | \$3,987.19 |
| 6/1/2022 | 14924 | CECIL, NEITA | \$50.00 |
| 6/1/2022 | 14925 | CIS TRUST | \$44,822.06 |
| 6/1/2022 | 14926 | COLUMBIA GORGE NEWS | \$52.00 |
| 6/1/2022 | 14927 | OFFICE DEPOT | \$220.68 |
| 6/1/2022 | 14928 | OPTIMIST PRINTERS | \$564.00 |
| 6/1/2022 | 14929 | OREGON STATE, DEPT HUMAN SERVICES- OFS | \$240.00 |
| 6/1/2022 | 14930 | SOLUTIONS YES | \$155.09 |
| 6/8/2022 | 14931 | BOXX, KATHLEEN | \$500.00 |
| 6/8/2022 | 14932 | COLUMBIA COMMUNITY CONNECTION | \$224.00 |
| 6/8/2022 | 14933 | IMMENSE IMAGERY | \$582.50 |
| 6/8/2022 | 14934 | ONE COMMUNITY HEALTH | \$148.02 |
| 6/8/2022 | 14935 | RAGE GRAPHIX & DESIGN INC. | \$1,682.50 |
| 6/8/2022 | 14936 | SPARKLE CAR WASH, LLC | \$28.40 |
| 6/8/2022 | 14937 | STERICYCLE INC. | \$413.04 |
| 6/8/2022 | 14938 | U.S. CELLULAR | \$1,151.52 |
| 6/13/2022 | 14939 | CA STATE DISPURSEMENT UNIT | \$231.50 |
| 6/13/2022 | 14940 | NATIONWIDE RETIREMENT SOLUTION | \$2,488.80 |
| 6/15/2022 | 14941 | AHLERS & ASSOCIATES | \$860.00 |
| 6/15/2022 | 14942 | COOPER, CASSANDRA | \$225.00 |
| 6/15/2022 | 14943 | CYTOCHECK LABORATORY LLC | \$15.00 |
| 6/15/2022 | 14944 | H2OREGON BOTTLED WATER INC. | \$72.65 |
| 6/15/2022 | 14945 | HR ANSWERS INC. | \$14,976.00 |
| 6/15/2022 | 14946 | MCINNES, MARTHA | \$103.49 |

PAYROLL A/P (EFT)

Payroll A/P

| | | | |
|-----------|-------|--|-------------|
| 6/15/2022 | 14947 | OREGON COALITION OF LOCAL, HEALTH OFFICIALS INC | \$2,858.18 |
| 6/15/2022 | 14948 | OREGON STATE, DEPT OF ENVIRONMENTAL QUA | \$1,800.00 |
| 6/15/2022 | 14949 | SAIF CORPORATION | \$607.33 |
| 6/15/2022 | 14950 | SATCOM GLOBAL INC. | \$60.34 |
| 6/15/2022 | 14951 | TONKIN | \$90.06 |
| 6/15/2022 | 14952 | US BANK | \$9,054.57 |
| 6/23/2022 | 14953 | BEERY ELSNER & HAMMOND LLP | \$1,610.90 |
| 6/23/2022 | 14954 | BOXX, KATHLEEN | \$425.00 |
| 6/23/2022 | 14955 | CARDOSI, ELENA DOROTHY | \$270.00 |
| 6/23/2022 | 14956 | COLUMBIA GORGE NEWS | \$200.00 |
| 6/23/2022 | 14957 | INTERPATH LABORATORY INC. | \$12.60 |
| 6/27/2022 | 14958 | AMERICAN FAMILY LIFE ASSURANCE | \$325.80 |
| 6/27/2022 | 14959 | CA STATE DISPURSEMENT UNIT | \$231.50 |
| 6/27/2022 | 14960 | NATIONWIDE RETIREMENT SOLUTION | \$2,458.80 |
| 6/29/2022 | 14961 | WASCO COUNTY | \$975.21 |
| 6/29/2022 | 14962 | ADAMS CONSTRUCTION LLC | \$8,225.00 |
| 6/29/2022 | 14963 | COLUMBIA COMMUNITY CONNECTION | \$224.00 |
| 6/29/2022 | 14964 | HENRY SCHEIN | \$905.54 |
| 6/29/2022 | 14965 | OFFICE DEPOT | \$587.11 |
| 6/29/2022 | 14966 | OPTIMIST PRINTERS | \$76.75 |
| 6/29/2022 | 14967 | SOLUTIONS YES | \$135.54 |
| 6/29/2022 | 14968 | STRATTON INSURANCE SERVICES, DBA ISU - STRATTON AGENCY | \$9,549.48 |
| 6/29/2022 | 14969 | US BANK | \$9,028.46 |
| 6/29/2022 | 14970 | WASCO COUNTY | \$49,985.14 |
| 6/29/2022 | 14971 | BEERY ELSNER & HAMMOND LLP | \$424.41 |
| 6/30/2022 | 14972 | OPTIMIST PRINTERS | \$966.00 |
| 6/30/2022 | 14973 | WASCO COUNTY | \$13,964.46 |
| 7/1/2022 | 14974 | CIS TRUST | \$28,188.19 |
| 7/1/2022 | 14975 | CIS TRUST | \$44,283.86 |
| 7/8/2022 | 14976 | BOXX, KATHLEEN | \$500.00 |
| 7/8/2022 | 14977 | CARDOSI, ELENA DOROTHY | \$195.00 |
| 7/8/2022 | 14978 | DIXON-SHANE LLC, R&S NORTHEAST LLC | \$536.40 |
| 7/8/2022 | 14979 | FRANKLIN, SARAH | \$7,956.84 |
| 7/8/2022 | 14980 | GREDEL, ERIC | \$20.00 |
| 7/8/2022 | 14981 | HENRY SCHEIN | \$6,073.92 |
| 7/8/2022 | 14982 | IMMENSE IMAGERY | \$612.50 |
| 7/8/2022 | 14983 | OREGON STATE, DEPT HUMAN SERVICES-OFS | \$2,584.25 |
| 7/8/2022 | 14984 | OREGON STATE, DEPT OF ENVIRONMENTAL QUA | \$1,100.00 |
| 7/8/2022 | 14985 | RAGE GRAPHIX & DESIGN INC. | \$97.13 |
| 7/8/2022 | 14986 | SATCOM GLOBAL INC. | \$65.37 |
| 7/8/2022 | 14987 | THE DALLES DISPOSAL | \$34.95 |
| 7/12/2022 | 14988 | AMERICAN FAMILY LIFE ASSURANCE | \$95.42 |
| 7/15/2022 | 14989 | AHLERS & ASSOCIATES | \$860.00 |
| 7/15/2022 | 14990 | BOXX, KATHLEEN | \$425.00 |
| 7/15/2022 | 14991 | COLUMBIA GORGE FIRE EQUIPMENT | \$96.00 |
| 7/15/2022 | 14992 | DIXON-SHANE LLC, R&S NORTHEAST LLC | \$1,126.45 |
| 7/15/2022 | 14993 | H2OREGON BOTTLED WATER INC. | \$72.65 |
| 7/15/2022 | 14994 | NELSON TIRE FACTORY DBA, GILL'S POINT S | \$687.45 |

Payroll A/P

| | | | |
|-----------|---------|---|---------------------|
| 7/15/2022 | 14995 | OREGON STATE, DEPT OF HUMAN SERVICES | \$24.00 |
| 7/15/2022 | 14996 | SAIF CORPORATION | \$607.33 |
| 7/15/2022 | 14997 | STERICYCLE INC. | \$413.04 |
| 7/15/2022 | 14998 | VIDENI CONCEPTS, LLC, SHILO INN & SUITES | \$315.36 |
| 7/15/2022 | 14999 | WASCO COUNTY | \$240.80 |
| 7/12/2022 | 15000 | NATIONWIDE RETIREMENT SOLUTION | \$2,470.38 |
| 7/12/2022 | 15001 | CA STATE DISPURSEMENT UNIT | \$231.50 |
| 7/27/2022 | 15002 | BEERY ELSNER & HAMMOND LLP | \$1,723.00 |
| 7/27/2022 | 15003 | CLARK, GLENDA | \$250.00 |
| 7/27/2022 | 15004 | HENRY SCHEIN | \$243.20 |
| 7/27/2022 | 15005 | MULTNOMAH EDUC. SERVICE DIST | \$500.00 |
| 7/27/2022 | 15006 | OREGON STATE, DEPT HUMAN SERVICES- OFS | \$2,226.86 |
| 7/27/2022 | 15007 | PEEWEE'S AUTO DETAIL | \$275.00 |
| 7/27/2022 | 15008 | STRATUS AUDIO, INC. | \$42.00 |
| 7/27/2022 | 15009 | U.S. CELLULAR | \$725.91 |
| 7/27/2022 | 15010 | UPS | \$32.12 |
| 7/27/2022 | 15011 | WASCO COUNTY | \$487.23 |
| 7/29/2022 | 15012 | BOXX, KATHLEEN | \$500.00 |
| 7/29/2022 | 15013 | HENRY SCHEIN | \$424.91 |
| 7/29/2022 | 15014 | OFFICE DEPOT | \$694.67 |
| 7/29/2022 | 15015 | VIDENI CONCEPTS, LLC, SHILO INN & SUITES | \$3,188.12 |
| 7/19/2022 | 888888 | IRS | \$415.38 |
| 6/30/2022 | 9993333 | OREGON STATE, DEPARTMENT OF REVENUE | \$392.00 |
| | | | \$549,740.46 |

Payroll A/P

PAYROLL A/P (EFT)

NCPHD Board of Health authorizes check numbers 14922 - 15015 and payroll EFT numbers 959, 975 - 997, 888888 & 9993333 totalling \$549,740.46

Signature _____ Date _____

Printed Name _____
 Commissioner Kathy Schwartz
 Chair, NCPHD Board of Health

| | |
|--|---|
| TOPIC: Family and Medical Leave Effective Date: 02012009 Revised: 11172015, <u>06/02/2022</u> Reviewed: | Regulation Referenced: <u>ORS: 659A.150-659A. 186</u> <u>Oregon Family Leave Act (OFLA)</u> |
| AREA OF SERVICE: Admin | Program Responsible: Admin |
| Approved By: NCPHD Board of Health Title: Kathy Schwarz, Chair | Approval Level Required: <input checked="" type="checkbox"/> Board <input type="checkbox"/> Director <input type="checkbox"/> Legal Counsel <input type="checkbox"/> Health Officer <input type="checkbox"/> Supervisor <input type="checkbox"/> Department |
| | |

AD_Family and Medical Leave

POLICY

NCPHD provides family leave as required by law. NCPHD does not have any “eligible employees” for purposes of the federal Family Medical Leave Act (FMLA). ~~OFLA is not optional.~~ The Oregon Family Leave Act (OFLA) requires employers of 25 or more employees to provide eligible workers with protected leave to care themselves, or family members, in cases of death, illness, injury, childbirth, adoption, and foster placement. The law requires NCPHD to provide OFLA leave and its entitlements even if the employee would prefer not to use OFLA leave.

PURPOSE

The following is a summary of Family and Medical Leave policy and procedures under the Oregon Family Leave Act (OFLA). Generally, and as will be discussed, eligible employees are entitled to 12 weeks of unpaid leave ~~of absence~~ for the reasons identified below. Oregon law prohibits retaliation against an employee with respect to hiring or any other term or condition of employment because the employee asked about, requested or used OFLA Leave. In all cases, applicable Oregon laws, rules, policies and collective bargaining agreements govern the employee’s and ~~the~~ NCPHD’s rights and obligations, not this policy.

Employees seeking further information should contact the ~~Executive Assistant~~ eHR/Office Manager or your supervisor. Please also refer to the “Oregon Family Leave Act” notice posted in the east end hall on the employee bulletin board which ~~are~~ is incorporated here by reference.

PROCEDURE

Oregon Family Leave Act (OFLA)

Definitions

Family Member

“Family member” is defined as a spouse (including registered, same-sex domestic partners), parent (biological, adoptive, step, foster, or *in loco parentis*), parent of a registered, same-sex domestic partner, parent-in-law, grandparent, grandchild, or “child” (see definition below).

Child

“Child” includes a biological, adopted, foster or stepchild, the child of a registered, same-sex domestic partner, or a child with whom the employee is in a relationship of *in loco parentis*. For purposes of Serious Health Condition Leave, the “child” can be any age; for all other types of leave under ~~this policy~~ OFLA, the “child” must be under the age of 18 or over 18 if incapable of self-care because of a mental or physical disability-

Eligible Employee

To qualify for OFLA Leave for a Serious Health Condition or Sick Child Leave, an employee must have been employed for at least 180 days and worked an average of at least 25 hours per week. To qualify for Parental Leave, an employee must have been employed for at least 180 days (no per-week hourly minimum is required). For purposes of Oregon Military Family Leave Act leave, an employee becomes eligible after having worked only 20 hours per week (no minimum length of employment required).

Serious Health Condition

“Serious health condition” is defined under OFLA as an illness, injury, impairment, or physical or mental condition that, for example: requires inpatient care in a medical care facility such as a hospital, hospice or residential facility such as a nursing home; requires constant or continuing care such as home care administered by a health care professional; or involves either an overnight stay in a medical care facility, or continuing treatment by a health care provider for a condition that either prevents the employee from performing the functions of the employee’s job, or prevents the qualified family member from participating in school or other daily activities.

“Serious health condition” also includes any period of absence for the donation of a body part, organ or tissue, including preoperative or diagnostic services, surgery, post-operative treatment and recovery.

Other conditions may qualify as “serious health conditions”; please see your supervisor for more information. The common cold, flu, COVID, earaches, upset stomach, minor ulcers, headaches other than migraine, routine dental or orthodontia problems, periodontal disease, and cosmetic treatments (without complications), are examples of conditions that are not generally defined as serious health conditions.

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Reasons for Taking Leave

Family Medical Leave is defined to include and may be taken under any of the following circumstances:

1. Employee's Serious Health Condition Leave: To recover from or seek treatment for an employee's serious health condition, including pregnancy-related conditions and prenatal care.
2. Family Member's Serious Health Condition Leave: To care for a Family Member with a serious health condition.
3. Oregon Military Family Leave Act Leave ("OMFLA"): During a period of military conflict, as defined by the statute, eligible employees with a spouse or registered same-sex domestic partner who is a member of the Armed Forces, National Guard, or military reserve forces ("Military Spouse"), and who has been notified of an impending call or order to active duty (or who has been deployed) is entitled to a total of 14 days of unpaid leave per deployment after the Military Spouse has been notified of an impending call or order to active duty and before deployment and when the Military Spouse is on leave from deployment.
4. Parental Leave: For the birth of a child or for the placement of a child under 18 years of age for adoption or foster care. Parental leave must be completed within 12 months of the birth of a newborn or placement of an adopted or foster child.
5. Pregnancy Disability Leave: For incapacity due to pregnancy, prenatal medical care or birth.
6. Sick Child Leave: To care for a child who suffers from an illness or injury that does not qualify as a Serious Health Condition but that requires home care. This type of leave does not provide for routine medical and dental appointments or issues surrounding the availability of childcare when the child is not ill or injured. Sick Child Leave is not available if another family member is able and willing to care for the child.

6-7. Bereavement Leave. See the Bereavement Leave Policy on (page 24) of the employee handbook,

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Length of Leave

In any One-Year Calculation Period, eligible employees may take:

- Up to twelve (12) weeks of Parental Leave, Serious Health Condition Leave (employee’s own or family member), or Sick Child Leave;
- ~~In some cases, A~~an additional twelve (12) weeks of leave may be available to an eligible employee for an illness, injury or condition related to pregnancy or childbirth that disables the employee (“Pregnancy Disability Leave”); and
- ~~In some cases, E~~mployees who take the entire twelve (12) weeks of Parental Leave ~~may will~~ be entitled to an additional twelve (12) weeks of Sick Child Leave.

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One-Year Calculation Period

The “twelve month period” during which leave is available (also referred to as the “One-Year Calculation Period”) will be determined by a rolling twelve-month period measured backward from the date an employee uses any family medical leave. Each time an employee takes Family Medical Leave, the remaining leave entitlement would be any balance of the twelve weeks which has not been used during the immediately preceding twelve months.

Intermittent Leave

Intermittent or reduced schedule leave may be taken when medically necessary due to the serious health condition of a covered family member or the employee. Employees must make reasonable efforts to schedule planned medical treatments so as to minimize disruption of NCPHD ~~operations, operations;~~ including consulting management prior to the scheduling of treatment in order to work out a treatment schedule which best suits the needs of both NCPHD and the employee. Intermittent leave for Parental Leave is not available.

Employee Responsibilities – Notice

Employees must provide at least 30 days’ notice before Family Medical Leave is to begin if the reason for leave is foreseeable based on an expected birth, placement for adoption or foster care, or for planned medical treatment for a serious health condition of the employee or of a family member. If 30 days’ notice is not practicable, ~~such as~~ because of a lack of knowledge of approximately when leave will be required to begin, a change in circumstances, or a medical emergency, notice must be given as soon as practicable. If the situation giving rise to a Sick Child Leave is unforeseeable, an employee must give verbal or written notice to NCPHD within 24 hours of commencement of the leave

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Whether leave is to be continuous or is to be taken intermittently or on a reduced schedule basis, notice need only be given one time, but the employee shall advise their supervisor as soon as practicable if dates of scheduled leave change or are extended, or were initially unknown.

If circumstances change during the leave and the leave period differs from the original request, the employee must notify their supervisor within three business days, or as soon as possible.

Regardless of the reason for leave, or whether the need for leave is foreseeable, employees will be expected to comply with NCPHD's normal call-in procedures. Employees who fail to comply with NCPHD's call-in procedures may be disciplined, or may have their period of OFLA leave reduced.

Certification

Generally speaking, employees must provide sufficient information for NCPHD to determine if the leave may qualify for OFLA protection and the anticipated timing and duration of the leave. Sufficient information may include that the employee is unable to perform job functions, the family member is unable to perform daily activities, or the need for hospitalization or continuing treatment by a health care provider.

Additionally:

1. Employees requesting Serious Health Condition leave for themselves or to care for a family member will be required to provide certification from the health care provider of the employee or the covered family member to support the request.

1. Employees requesting Sick Child Leave may be required to submit, at a minimum, a note from a doctor or health care provider if the employee has requested to use more than three days ~~(i.e., one, three-day occurrence or three separate instances) of sick child leave within a One-Year Calculation Period.~~

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- ~~2. concurrently within a calendar year.~~

Employees must furnish NCPHD's requested medical certification information within 15 calendar days after such information is requested by NCPHD. In some cases (except for leave to care for a sick child), NCPHD may require a second or third opinion, at NCPHD's expense. Employees also may be required to submit subsequent medical verification.

Employees will not be asked for, and they should not provide, any genetic information about themselves or a family member in connection with a medical certification.

~~Fitness-for-Duty Certification~~ Medical Certification Prior to Returning to Work

If family medical leave is for the employee's own serious health condition, the employee must furnish, prior to returning to work, medical certification ~~(fitness-for-duty certification)~~ from their health care provider stating that the employee is able to resume work.

Substitution of Paid Leave for Unpaid Leave

Employees are required to use accrued paid leave, including floating holidays, vacation, compensatory time, and sick leave prior to a period of unpaid leave of absence on OFLA leave. Use of accrued paid leaves will run concurrently with OFLA leave. If the employee has no accrued paid leave, floating holidays, vacation, compensatory time or sick leave available to use during an OFLA leave, the leave will be unpaid.

Holiday Pay While on Leave

Employees receiving short- or long-term disability will not qualify for holiday pay. Employees using vacation pay or sick pay during a portion of approved family medical leave in which a holiday occurs will qualify to receive holiday pay. Employees who are on unpaid leave during a holiday will not qualify to receive holiday pay.

On-the-Job Injury or Illness

OFLA leave will not be reduced by and will not run concurrently with any period the employee is unable to work because of a disabling compensable on-the-job injury; however, if the injury or illness is a "serious health condition" as defined by Oregon law and the employee has refused a bona fide offer of light-duty or modified employment, OFLA leave will commence.

Benefits While on Leave

~~NCPHD will continue the employee's health coverage under any "group health plan" through the end of the month in which the OFLA leave began. Employees wishing to maintain health insurance during a period of approved OFLA leave will be responsible for bearing the cost of coverage he or she paid prior to the beginning of the OFLA leave. Please see the Administrative Assistant for more information regarding health insurance coverage.~~

NCPHD will continue the employee's health coverage under any group health plan during a period of approved OFLA leave on the same terms as if the employee had continued to work. The employee must continue to make any regular contributions to the cost of the health insurance premiums during the period of approved OFLA leave. Employees will not accrue vacation, sick leave or other benefits (other than health insurance) while the employee is on an OFLA leave. The leave period, however, will be treated as continuous service (i.e., no break in service) for purposes of vesting and eligibility to participate in NCPHD's benefit plans.

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Job Protection

Employees returning to work from Family Medical Leave will be reinstated to their former position. If the position has been eliminated, the employee may be reassigned to an available equivalent position. Reinstatement is not guaranteed if the position has been eliminated under circumstances where the law does not require reinstatement.

Employees are expected to promptly return to work when the circumstances requiring Family Medical Leave have been resolved, even if leave was originally approved for a longer period. If an employee does not return to work at the end of a designated Family Medical Leave period, reinstatement may not be available unless the law requires otherwise.

~~With the exception of employees on leave as the result of an on-the-job injury or illness or otherwise required by law, reinstatement shall not be considered if the leave period exceeds the maximum allowed.~~

The use of Family Medical Leave cannot result in the loss of any employment benefit that accrued prior to the start of an employee's leave. Employees who work for other employers during a "serious health condition" leave may be subject to discipline up to and including termination. Additionally, all employees who use Family Medical Leave for reasons other than the reason for which leave had been granted may be subject to discipline up to and including termination.

REVIEWED BY:

DATE:

Micheal Smith, Chair

1/12/2016

Kathy Schwartz, Chair

supervisor should escort the client to a quiet area to discuss the problem, as long as the client is not behaving in a threatening manner (see #4, below).

- i. If the client does not become calm, the manager / supervisor should ask the client to leave the building for the day, and politely suggest they resolve the issues the next business day.
 - c. If a client mails a letter of complaint to NCPHD, it should be forwarded to the Compliance Officer. The Compliance Officer will assume responsibility for follow-up.
 2. The manager / supervisor will attempt to contact the client the following day to resolve the issue. If on follow up call the client is still behaving unreasonably, the manager / supervisor will terminate the call after advising the client that someone will contact him/her within the week. The manager / supervisor will then contact the Compliance Officer. The Compliance Officer will interview all staff members involved in the incident, and assume control of the situation.
 - a. If the client has no history of unacceptable behavior and the incident was client-induced (e.g. unprovoked client insulting a staff members appearance, making unreasonable statements regarding staff members, etc.) the Compliance Officer will send a letter to the client by regular mail. The letter will request the client to refrain from using inappropriate language while onsite at NCPHD.
 - b. If the client's behavior seems to have resulted from a practice policy, billing statement, or employee behavior, the Compliance Officer will call the client and attempt to resolve the issue. If the client is not immediately available by telephone, the Compliance Officer will send a letter to the client with an apology, (if applicable), and a proposed resolution, as appropriate.
 - c. If the client continues to behave unreasonably after the manager/supervisor and Compliance Officer's attempts to resolve the underlying issue(s), the Compliance Officer will document the attempts to resolve the issue and invite the client to seek care elsewhere.
 3. In the unlikely event that a client uses verbal or actual threats of physical harm, or is behaving in a completely irrational or unreasonable manner, the staff member must be careful to not be hurt.
 - a. DO NOT approach the client. Keep a safe distance. If in a confined area (e.g. exam room), leave the room as soon as possible and contact and manager / supervisor.
 - b. Speak in a calm voice. DO NOT argue with the client. Do not threaten the patient, or make any sudden movements.

- c. Signal to a coworker to call 9 1 1 immediately. If a coworker is not available, ask the client permission to leave the area to “get a manager / supervisor”. Call 9 1 1 as soon as possible.
 - d. If any weapons are ever displayed, stay calm and be sure an observer calls 9 1 1 immediately. Do not make sudden moves.
4. An Incident Report for any incident involving disruptive client behavior must be completed by all staff members involved and forwarded to the Compliance Officer as soon as possible.

REVIEWED BY:

DATE:

Kathy Schwartz, Chair

**NCPHD Recap Report
7/1/21 to 6/30/22**

| Account Number | | Budgeted | YTD REV | YTD EXP | Balance | Pct | |
|---|------------|-----------------|-------------------|---------------------|----------------|------------|--|
| 201 PUBLIC HEALTH FUND | | | | | | | |
| 201.00.1201 NON-DEPARTMENTAL (Interest and SAIF Dividend) | REV | 8,000 | 13,165.07 | 0.00 | 13,165.07 | 164.56 | |
| 201.23.7141 PUBLIC HEALTH <i>General Fund; Septic; Vital Records</i> | REV | 850,130.00 | 851,607.61 | | | 100.17 | Co. GF to local match & program support |
| | EXP | 627,110.00 | | 507,705.43 | 343,902.18 | 80.96 | |
| 201.23.7142 WIC <i>Nutrition for Women & Children</i> | REV | 216,091.00 | 176,819.02 | | | 81.83 | |
| | EXP | 205,857.00 | | 232,329.73 | -55,510.71 | 112.86 | |
| 201.23.7143 IMM. & NURSING SERVICES <i>Child & Adolescent Health</i> | REV | 36,193.00 | 39,678.30 | | | 109.63 | |
| | EXP | 53,573.00 | | 39,717.37 | -39.07 | 74.14 | |
| 201.23.7144 REPROD HEALTH <i>Exams & Ed. for Reproductive Health</i> | REV | 234,310.00 | 156,362.07 | | | 66.73 | |
| | EXP | 337,865.00 | | 187,648.92 | -31,286.85 | 55.54 | |
| 201.23.7145 STATE SUPPORT <i>Exams, treat. & invest. for Com. Disease</i> | REV | 1,859,068.00 | 341,409.30 | | | 18.36 | COVID OHA funding |
| | EXP | 1,019,697.00 | | 1,319,025.17 | -977,615.87 | 129.35 | \$1,859,068 rolled over from FY21 |
| 201.23.7146 ENVIRON. HEALTH <i>Facility inspections & Education</i> | REV | 113,000.00 | 97,424.20 | | | 86.22 | |
| | EXP | 163,410.00 | | 123,202.41 | -25,778.21 | 75.39 | |
| 201.23.7147 STD SERVICES <i>STD Client Services</i> | REV | 46,524.00 | 46,524.00 | | | 100.00 | |
| | EXP | 46,524.00 | | 21,560.86 | 24,963.14 | 46.34 | |
| 201.23.7148 PERINATAL HEALTH <i>Home visiting program</i> | REV | 124,900.00 | 189,923.28 | | | 152.06 | Supports other prog. |
| | EXP | 131,287.00 | | 170,179.30 | 19,743.98 | 129.62 | |
| 201.23.7149 PH EMERGENCY PREPAREDNESS <i>Emergency preparedness</i> | REV | 265,139.00 | 273,589.91 | | | 103.19 | \$119,757 rolled over from FY21 |
| | EXP | 279,235.00 | | 383,438.86 | -109,848.95 | 137.32 | C/O COVID OHA |
| 201.23.7151 PH MODERNIZATION <i>Public Health Modernization</i> | REV | 262,124.00 | 354,449.51 | | | 135.22 | |
| | EXP | 346,936.00 | | 467,490.32 | -113,040.81 | 134.75 | |
| 201.23.7152 HEALTH PROMOTION <i>Grants promoting health</i> | REV | 234,871.00 | 297,681.29 | | | 126.74 | CCO Grants: QIM, Mejour Juntos; LCAC |
| | EXP | 142,237.00 | | 226,657.32 | 71,023.97 | 159.35 | |
| 201.23.7153 PH PRACTICE - IMM SERVICES <i>Vaccine inventory; monitoring vaccinations</i> | REV | 118,346.00 | 34,304.95 | | | 28.99 | |
| | EXP | 27,798.00 | | 23,643.73 | 10,661.22 | 85.06 | COVID Flu |
| 201.23.7154 CACOON & SYSTEMS OF CARE <i>Home visiting program</i> | REV | 55,958.00 | 34,779.16 | | | 62.15 | |
| | EXP | 48,246.00 | | 47,563.82 | -12,784.66 | 98.59 | |
| 201.23.7155 TOBACCO PREV & ED <i>Prevention of tobacco use</i> | REV | 93,637.00 | 25,841.70 | | | 27.60 | |
| | EXP | 208,980.00 | | 33,292.37 | -7,450.67 | 15.93 | |
| 201.23.7156 WATER <i>Monitoring of public water systems</i> | REV | 50,621.00 | 51,997.52 | | | 102.72 | |
| | EXP | 56,627.00 | | 57,431.43 | -5,433.91 | 101.42 | |
| 201.23.7158 BABIES FIRST <i>Home visiting program</i> | REV | 135,662.00 | 155,128.08 | | | 114.35 | incl local match for TCM |
| | EXP | 278,731.00 | | 252,887.25 | -97,759.17 | 90.73 | |
| 201.23.7159 OREGON MOTHERS CARE <i>OHP application assistance</i> | REV | 4,744.00 | 5,093.98 | | | 107.38 | Supported by Med. Match |
| | EXP | 17,706.00 | | 14,299.54 | -9,205.56 | 80.76 | |
| 201.23.7500 PASS THROUGH <i>DEQ fees</i> | REV | 12,000.00 | 11,300.00 | | | 94.17 | |
| | EXP | 12,000.00 | | 12,200.00 | -900.00 | 101.67 | |
| 201.23.7999 NON-DEPARTMENTAL (Conting. Unapprop. & Reserves) | REV | 0.00 | 0.00 | | | 0.00 | |
| | EXP | 229,752.00 | | 0.00 | | 0.00 | |
| PUBLIC HEALTH FUND | REV | 4,721,318.00 | 3,157,078.95 | | | 66.87 | |
| | EXP | 4,233,571.00 | | 4,098,712.97 | -941,634.02 | 96.81 | |

NCPHD Compensation Statement

July 1, 2021 - June 30, 2022

3000 DOE, JANE
AD00-00 NCPHD Job Title

| Gross Wages | |
|----------------------|------------------|
| 01 - regular hours | 26,005.95 |
| 02 - holiday | 1,791.36 |
| 06 - flex used | 264.78 |
| 21f - longevity | 525.00 |
| 26 - hazard pay | 1,750.00 |
| 42 - vacation used | 973.26 |
| 44- floating holiday | 175.55 |
| 48 - sick used | 734.88 |
| | 32,220.78 |

| Taxes and Deductions paid by Employee | |
|--|------------------|
| opserp - retirement | 2,536.59 |
| wbf - unemployment | 11.09 |
| fwf - federal tax withholding | 1,682.72 |
| swt - state tax withholding | 1,877.19 |
| medi - medicare | 537.68 |
| socsec - social security | 2,298.92 |
| n457 - nationwide | 575.00 |
| dent - dental | 0.00 |
| hlth - health insurance (25% of children coverage) | 5,906.90 |
| life - life insurance | 142.60 |
| ltd - long term disability | 0.00 |
| stt - state transit tax | 34.01 |
| unemp - unemployment | 0.00 |
| wc - workers compensation | 0.00 |
| | 15,602.70 |

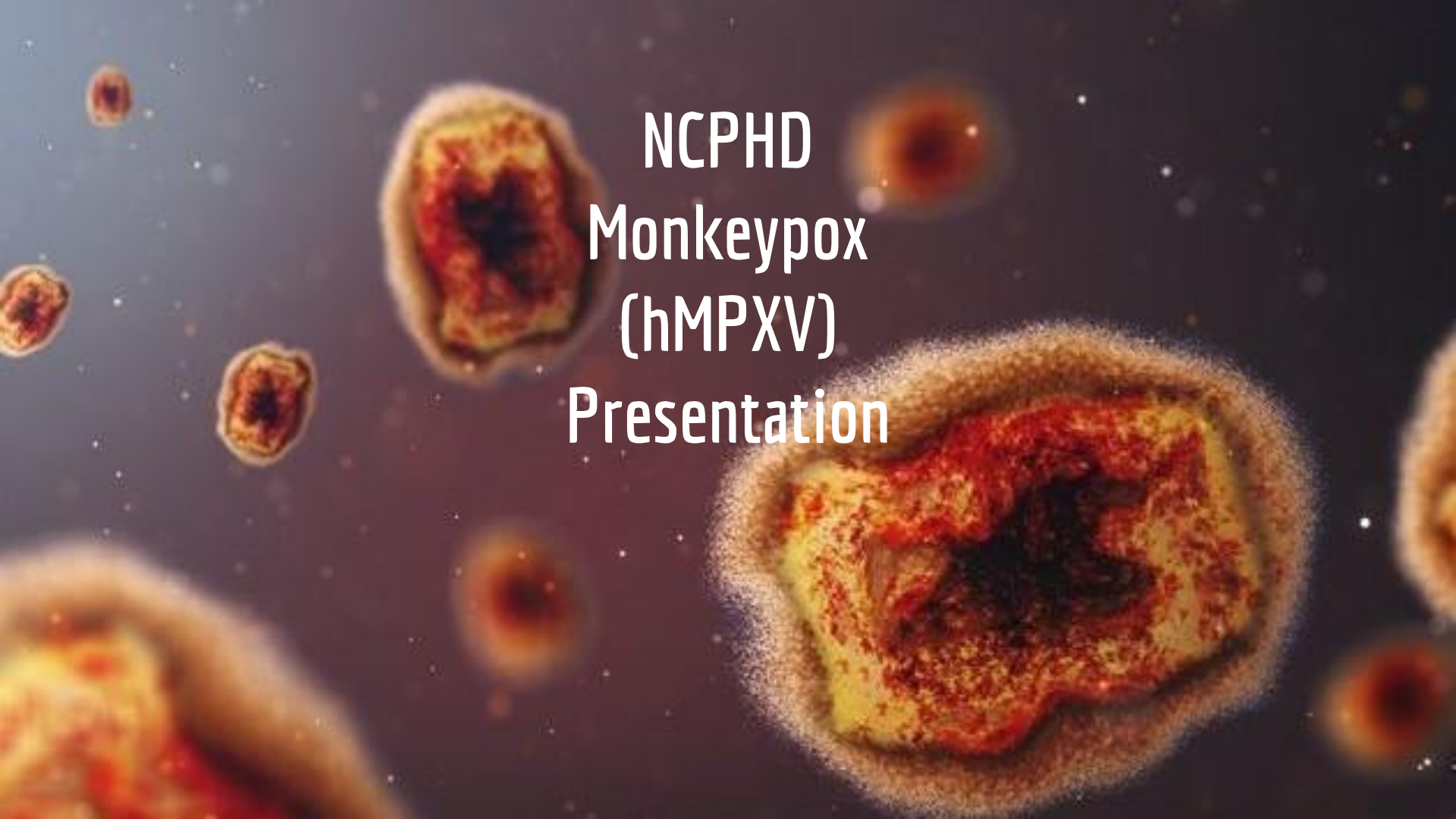
| Benefits paid by NCPHD | |
|--|------------------|
| opserp - retirement | 9,313.04 |
| dent - dental (100% of employee coverage) | 555.39 |
| hlth - health insurance (100% of employee coverage + 75% of children coverage) | 16,108.82 |
| life - life insurance | 7.37 |
| ltd - long term disability | 96.83 |
| | 26,081.45 |

| Additional Costs of Employment paid by NCPHD | |
|--|-----------------|
| wbf - unemployment | 11.09 |
| medi - medicare | 537.68 |
| socsec - social security | 2,298.92 |
| unemp - unemployment | 58.13 |
| wc - workers compensation | 122.59 |
| | 3,028.41 |

| | |
|---|------------------|
| Gross Wages | 32,220.78 |
| Total Taxes and Deductions paid by Employee | -15,602.70 |
| Take-home Pay | 16,618.08 |

Take-home Pay + Benefits paid by NCPHD
(Total Wage and Benefits Package) 42,699.53

Wage and Benefits + Additional Costs of Employment paid by NCPHD
(Total Cost for NCPHD) **45,727.94**

The background of the slide is a dark, textured surface with a blue-to-purple gradient. Scattered across this background are several monkeypox virus particles. These particles are roughly spherical or hexagonal in shape, with a distinct outer envelope and a darker, more granular inner core. Some particles are in sharp focus, while others are blurred, creating a sense of depth. The overall appearance is that of a microscopic field of view.

**NCPHD
Monkeypox
(hMPXV)
Presentation**

Background Of Monkeypox (hMPXV)

- Monkeypox is a rare disease caused by infection with monkeypox virus (MPXV). The Orthopoxvirus genus, which includes MPXV, also includes variola virus (which causes smallpox), vaccinia virus (used in the ACAM2000® smallpox vaccine), and cowpox virus.¹
- To get it, you need skin-to-skin contact with someone who is sick with hMPXV. You can also get hMPXV from handling clothing, bedding, or other materials that have touched a sick person's rash. Less often, infection can happen during close, face-to-face contact for a long time (more than 3 hours), LGBTQ+ community are considered to be high risk for hMPXV.

What To Look Out For

- The typical timeframe between being infected with the virus and showing the first symptoms is around 7–14 days (range: 5–21 days)²
- Individuals should watch for symptoms of new rash/lesions, fever, swollen lymph glands, and chills. The illness typically last 2-4 weeks
- Individuals can be infections from when symptoms first started showing until the lesions scab over and fall off ²

Cases In United States And Oregon

- As of August 1, 2022 there are 69 cases of hMPXV in Oregon
- There are 5,189 confirmed cases of hMPXV in the United States³

Oregon Orthopoxvirus Cases

As of: August 1, 2022

Date range: 6/7/2022-7/25/2022
(illness onsets)

Cases: 69

Confirmed: 15

Presumptive: 54

Sex:

Male: 69

Female: 0

County:

Clackamas: 3

Columbia: 1

Lane: 12

Multnomah: 43

Washington: 10

What To Do If The Public Calls

- If someone from the public calls asking about clinically related questions (regarding receiving treatment, symptoms, and other health related questions) please feel free to direct or refer them to a designated NCPHD clinical staff member (Grace, Martha, Jennifer, Miriam)
- If someone from the public calls asking about isolation, contact tracing, or vaccine eligibility please feel free to direct or refer them to a designated NCPHD communicable disease staff member (Sirisha, Vikas)

What To Do If A Provider Or Organization Calls

- If a provider or organization calls to report a suspect, probable, or confirmed hMPXV case please direct them to contact the state epidemiologist on call **Immediately** at 971-673-1111. They should also share any available photos of rash via secure email or fax to 971-673-1100
- NCPHD staff members should also report suspect, presumptive, and confirmed cases to the state epidemiologist on call **immediately**, any time of day, at 971-673-1111

Where To Find More Resources About This Topic

- <https://www.oregon.gov/oha/ph/diseasesconditions/diseasesaz/pages/orthopoxviruses.aspx> — this link is to the Orthopoxviruses (hMPXV) website from Oregon Health Authority which contains disease information and resources for both the public and health departments
- S:\3. Communicable Disease\Communicable Disease\Diseases\hmpxv(Monkey pox virus) — this is the address to the NCPHD shared drive folder which contains guidance, fact sheets, and isolation information.

Sources

- 1) [https://www.oregon.gov/oha/ph/diseasesconditions/diseasesaz/pages/orthopoxviruses.aspx#:~:text=Monkeypox%20is%20a%20rare%20disease,vaccine\)%2C%20and%20cowpox%20virus.](https://www.oregon.gov/oha/ph/diseasesconditions/diseasesaz/pages/orthopoxviruses.aspx#:~:text=Monkeypox%20is%20a%20rare%20disease,vaccine)%2C%20and%20cowpox%20virus.)
- 2) <https://www.oregon.gov/oha/ph/diseasesconditions/communicabledisease/reportingcommunicabledisease/reportingguidelines/pages/index.aspx>
- 3) <https://www.cdc.gov/poxvirus/monkeypox/response/2022/us-map.html>

Questions





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NCPHD Contracts Summary for Board of Health Meeting of August 9th, 2022

Submitted By: Shellie Campbell, Director

1. **MOA C2022-6:** This Memorandum of Agreement is between Mid-Columbia Medical Center, Inc. and North Central Public Health District. This MOA allows for the storage of a Mass Fatality Trailer and its contents on MCMC property.
 - a. *Fiscal Impact:* No fiscal impact.

2. **CONTRACT AETNA.** This contract is between Aetna Insurance and North Central Public Health District to outline correct billing procedures and information.
 - a. *Fiscal Impact:* No fiscal impact.

3. **MOU.** This Memorandum of Understanding is between South Wasco County and North Central Public Health District outlining the provision of a community health worker for South Wasco County.
 - a. *Fiscal Impact:* No fiscal impact.



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NCPHD Directors Report for Board of Health Meeting of August 9th, 2022

Presented by Shellie Campbell, Director

On July 1, 2022 NCPHD moved to a two county public health district, serving Wasco and Sherman County. The transition of Gilliam County moving to an independent public health department was completed on June 30th, 2022. The staff at NCPHD worked with Gilliam County to provide documents, training and client records. Also, staff continued to support current Gilliam County clients, informing the community members of the transition and notifying Gilliam County members through a number of PSA's, direct mail and electronic newsletters. Our goal was to ensure all community members and clients were aware of the change. NCPHD staff, once again, went above and beyond to communicate and provide support and services during the transition.

In June we started working on our strategic plan with a Leadership and Board of Health retreat. We spent a full day in conversation and planning. Leadership and Program Staff will continue to meet over the next two months with facilitation by The Rede Group to get into the weeds of the plan. Our goal is to present a finalized, five year plan in fall of 2022.

We kicked off July with our adopted budget for 2022 -2023 and right on the heels of that the fiscal team jumped back into quarterly reports, the annual report, and the annual audit. No rest for the financial folks! They have also taken on the improvement of our contract, grant and inventory tracking systems, which is a heavy lift!

Our work moves forward with NCPHD coming under one roof in Annex A. We have been meeting with Wasco County who is facilitating the work. The project is moving slower than we all would hope, due to supply chain and workforce outside our control. Our wish is still to get the work completed and moved in before 2023!

NCPHD is also feeling the effects of workforce supply and burnout. We have had a few members move to other work opportunities and/or retire. Kristen Slatt our Promotion and Prevention Supervisor moved to a new organization and Laurie Jupe, Executive Assistant will retire at the end of August. We thank them both for their valuable service and wish them the best. We feel this is going to be an ongoing trend and we are addressing it in our Strategic Plan. Two of the top priorities are Workforce Development (recruiting, hiring, onboarding, benefits, compensation, etc.) and Facility (work environment and having the tools to serve the community). These two areas surfaced to the top of the list from surveys conducted with current staff and with staff that have left in the past few years.

We are very happy to welcome Jenn Hanlon-Wilde, Nurse Practitioner and Monica Romero, Community Health Worker to our NCPHD Family!

With the uncertainty of COVID and what will happen with new vaccine and the potential of more surges we continue to plan and be flexible. In preparation, we have several vax clinics planned with OHA for Fall, 2022. It is a challenge. We are also preparing for hMPXV (Monkeypox) outbreaks and treatment that we see spreading around the country.