



Public Health
Prevent. Promote. Protect.

North Central Public Health District
"Caring For Our Communities"

North Central Public Health District Full Board of Health Meeting

**Tuesday, December 10, 2019
3:00 PM**

**To Be Held At:
North Central Public Health
District Meeting Room.**

AGENDA -

1. **Minutes**
 - a. Approve from 11/12/2019 Executive Committee Meeting.
 - b. Set Next Meeting Date (1/14/2020) (Executive Committee Meeting)
2. **Additions to the Agenda**
3. **Public Comment**
4. **Unfinished Business**
 - a. Office Space
 - b. NCPHD Strategic Plan Update
 - Time line update
 - Discussion of Resource Allocation
5. **New Business**
 - a. PERS Employer Incentive Fund – Presented by Mike Middleton, Wasco Co. Finance Director
 - b. Public Health Orientation
 - c. Staff Updates
 - d. Policies:
 - Safeguarding Social Security Numbers
 - Policy & Procedure Approval Levels
 - e. Approval of A/P Check Report
 - November 2019
 - f. Contracts Summary
 - g. Director's Report
 - December 2019

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) (d) Labor Negotiations; ORS 192.660 (2) (h) Legal Rights; ORS 192.660 (2) (e) Property; ORS 192.660 (2) (i) Personnel*****



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NORTH CENTRAL PUBLIC HEALTH DISTRICT
“Caring For Our Communities”

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

**North Central Public Health District
Executive Committee Meeting
Meeting Minutes
November 12, 2019**

In Attendance: Commissioner Scott Hege – Wasco County; Commissioner Joan Bird – Sherman County; Celeste Hill-Thomas – Wasco County

On Phone: Commissioner Leslie Wetherell – Gilliam County

Staff Present: Teri Thalhofer, RN/BSN – Director NCPHD; Kathi Hall - Fiscal Manager NCPHD; Shellie Campbell – Clinical Program Supervisor; Laurie Jupe – Program Secretary NCPHD

Guests Present: None

Minutes taken by: Laurie Jupe

Meeting called to order at 3:00 p.m. by Chair Commissioner Scott Hege

SUMMARY OF ACTIONS TAKEN

MOTION by Commissioner Joan Bird, and seconded by Commissioner Leslie Wetherell, to accept the October 8th, 2019 Full Board of Health meeting minutes as written.

Vote: 4-0
Yes: Commissioner Joan Bird, Commissioner Leslie Wetherell, Commissioner Scott Hege, and Celeste Hill-Thomas
No: 0
Abstain: 0
Motion: Carried

MOTION by Commissioner Joan Bird, and seconded by Commissioner Leslie Wetherell, to accept the A/P Checks Issued reports for October 2019 as presented.

Vote: 4-0
Yes: Commissioner Joan Bird, Commissioner Leslie Wetherell, Commissioner Scott Hege, and Celeste Hill-Thomas
No: 0

Abstain: 0
Motion: Carried

WELCOME AND INTRODUCTIONS

MINUTES & NEXT MEETING DATE

1. Approval of past meeting minutes.
 - 1 A motion was made to approve the October 8th, 2019 Full Board of Health meeting minutes as written.
2. Set next meeting date.
 - 1 The next scheduled Board of Health meeting will be on Tuesday, December 10th, 2019 at 3:00 p.m. This will be a meeting of the full board. The meeting will be held at North Central Public Health District, 419 East 7th Street, The Dalles in the main meeting room.

ADDITIONS TO THE AGENDA

1. None.

PUBLIC COMMENT

1. None.

UNFINISHED BUSINESS

1. North Central Public Health Office Repairs and Office Space update:
 1. Shellie Campbell spoke to the board about the extensive length of time that the repairs have taken and how it has affected the six employees of North Central Public Health that were displaced following the flooding of August 9th, 2019. Shellie requested the Boards help in moving the repairs to a successful conclusion.
 - Commissioner Hege stated that he would look into the repairs, contact facilities, and communicate with Teri what the status and expectation is for finishing the repairs on the flooded offices.
 2. Teri updated the committee on the status of the upstairs office space.
 - a) Teri has been in contact with a contractor who reviewed the upstairs space and will be putting together a budget for the work.
 - b) Teri hopes to have more information for the December 10th, 2019 meeting.

NEW BUSINESS

1. Teri Thalhofer – Local Public Health Authority Modernization Work Plan Presentation
 1. Teri reviewed the presentation with the Board.
2. Staff Updates
 1. The Tobacco Prevention & Education Specialist position has been hired. Neita Cecil is starting her orientation.

2. Dr. Miriam McDonell is resigning as the Medical Examiner. Dr. Van Tilburg of Hood River County will be taking on the Medical Examiner role.
 1. Dr. McDonell will continue to be the backup for the Medical Examiner Role.
 2. Dr. McDonell will now be working with Pacific Source as the Medical Director of the Columbia Gorge CCO.
 3. Nursing Position: Unable to fill this role.
 - a) NCPHD is very short staffed for Nursing positions and unable to meet the Nursing commitments for Sherman and Gilliam Counties.
 - b) Teri asked the Commissioners if the Counties could advertise the nursing position (and other open positions as they come available) where they typically advertise for postings.
 - Teri or Gloria will send the Position advertisement to the Commissioners for them to post.
 - c) Teri stated that a plan is needed to address the salary and equity of Public Health Staff.
3. Approval of A/P Check Report (October 2019)
 1. Report presented to the board.
 2. A motion was made to approve the A/P Check Reports for October 2019 as presented.
4. Review of Contracts
 1. Program Personal Services Contract.
 - a) Agreement between NCPHD and Wasco County (through Wasco County Community Corrections). NCPHD Health Officer, Dr. Miriam McDonell, will serve as the Medical Director of WCCC Treatment Program.
 - b) Fiscal impact: NCPHD will invoice WCCC for Dr. McDonell's time at a rate of \$100.00 per hour, not to exceed \$500.00 per month.
5. Directors Report – by Teri Thalhofer
 1. Report presented to the board and feedback was requested.

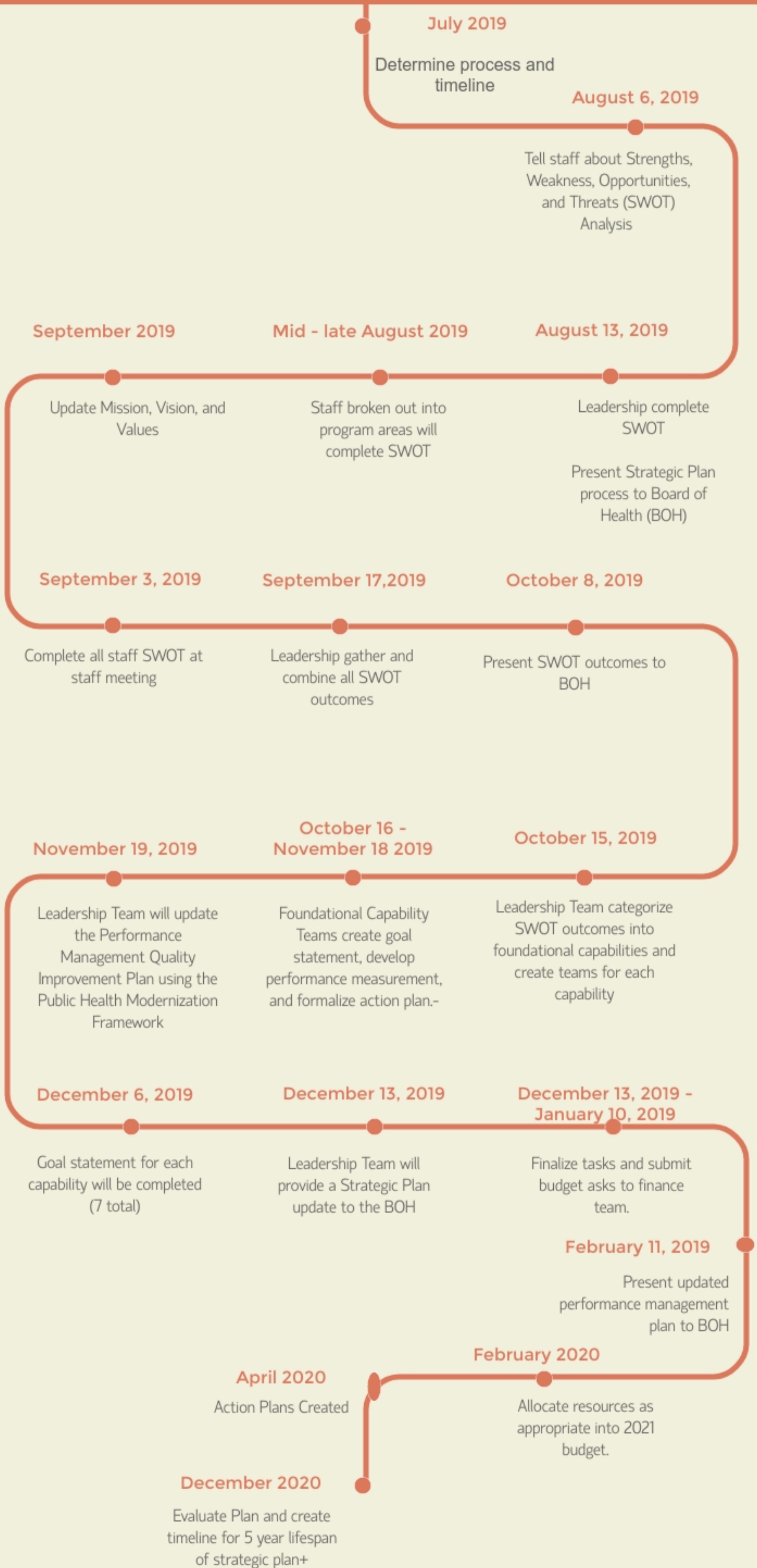
Being no further business to be conducted at this time, Commissioner Hege adjourned the Executive Committee meeting at 3:48 p.m.

Signature

Date

Printed Name

Strategic Plan Process Timeline





From: Mike Middleton
Finance Director, Wasco County
To: NCPHD Board
Re: PERS Side Accounts & the Employer Incentive Fund

What are PERS Side Accounts and why would NCPHD be interested?

All PERS rates are climbing. This is due to the Statewide Unfunded Actuarial Liability (UAL) increasing. Basically, there is not enough collected to cover the benefits promised under the PERS system. The Legislature created a way for participating entities to put additional funds aside for the specific purpose of reducing this liability. The lower the UAL, the lower the PERS rate charged to the organization.

The UAL is primarily increasing due to the PERS Tier 1 & 2 service levels. Wasco County's rates are projected to increase to a peak in FY30-31 of 34.01% in Tier 1/2; 26.03% OPSRP General Service; and 30.76% OPSRP Police/Fire. (Date provided by PERS Employer Rate Projection Tool v2.) This is from rates in FY20 of 25.18%, 17.20% and 21.93% respectfully. Looking at OPSRP General, the increase is from 17.20% to 26.03%. So an 8.83% change over 11 years. But that is a bit misleading. This is really a 51% increase in the amount paid (\$) for PERS just due to the rate increasing. Higher salaries will push that even higher. Then in about 12 years PERS projects rates will start to decrease and in FY36 will be closer to the current rates in FY20.

The Side Account funds are deposited with PERS in trust and can ONLY be used to offset PERS obligations of the entity contributing the funds. (Specifically, the funds cannot be withdrawn or repurposed by either the entity OR PERS.) This reduces the net UAL of the organization. With an analysis done by an actuarial firm, a rate credit is calculated for the entity. This credit is based on the planned earnings of the plan (set at 7.25% which I cannot even remotely match for other investments) and a 20 year amortization of the funds (re-amortized every 2 years). Wasco County has a UAL of \$11.2M and made a contribution of \$3.8M. This resulted in a rate credit of 4.3%. In real dollars, this is a savings of \$13K EACH pay period on PERS costs. Annualized (as it was effective on 8/1/19) it will save the County \$286K for FY20. This should save the County \$6.2M+ over 20 years with only a cost of \$3.8M.



The Employer Incentive Fund (EIF) is the State's tool to encourage organizations to set up Side Accounts. Why? The first purpose is this will save organizations funds. It is a way to help mitigate the UAL caused rate increases by decreasing the organizations net UAL. The second purpose is the more funds in the Side Accounts, the lower the overall UAL for the PERS system meaning all the organizations will benefit by having a lower net UAL for PERS as a whole. The EIF is a match of 25% of the maximum qualified lump sum payment by the organizations – as long as the organizations are qualified and funds are available in the EIF. NCPHD has a UAL of \$2,403,910 and as a percent of payroll this is 206%. The maximum lump sum payment for NCPHD qualifying for the 25% EIF match is \$1.2M for a total of \$1.5M. The 25% match is in essence “free” money that could be gained to offset future PERS costs. The structure of the EIF also ensures only organizations that are serious about funding their UAL get the benefit. Due to the 206% ratio for NCPHD, you qualify for the 1st round of matching. As of December 2nd, it will open up to all participating agencies (Wasco County included).

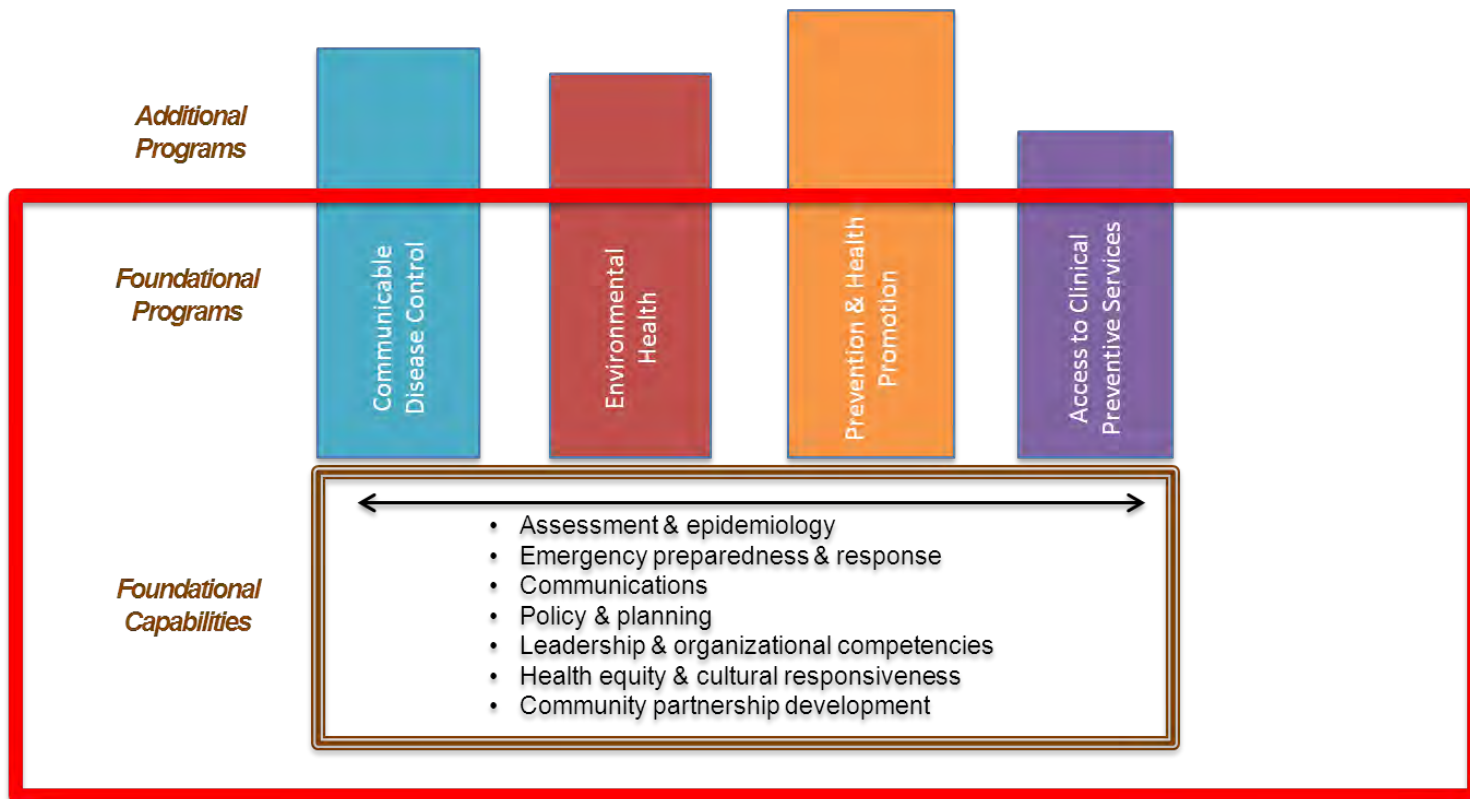
The EIF was funded with \$100M and as of 11/15/19 is has \$85M remaining. Based on discussions with peers, this will be dropping after 12/2/19 as several are waiting for that day to come a put in their requests. Wasco County chose to do this even without expecting the EIF funding. It is a responsible way to be able to utilize public funds for the most benefit down the line.

A couple items of caution; I do not recommend getting a “pension bond” as then the only gain is the arbitrage (interest paid vs interest earned) and it is too easy for an off year to ruin any gains made. Also, if the funds come from a “pension bond”, they do not qualify for the EIF. Additionally, although PERS plans to get 7.25%, it does not mean they will every year. There is an element of risk involved. Each organization needs to review their finances, their risk tolerance and the cost/benefit of this opportunity.

Orientation to Your Local Public Health

Teri Thalhofer, RN, BSN
NCPHD Board of Health
December 10, 2019

Public Health Modernization Conceptual Framework for Governmental Public Health Services



□ = Present @ every Health Dept.

FOUNDATIONAL CAPABILITIES

- ▶ Assessment and Epidemiology
 - Local Communicable Disease staff work to locate the cause of outbreaks.
 - Regional Epidemiology staff compile local data for staff review.
 - Regional Epidemiology staff contribute data to the CGCCO Community Health Assessment
 - Other NPCHD staff provide input and expertise to each CCO CHA

FOUNDATIONAL CAPABILITIES

- ▶ Emergency Preparedness and Response
- ▶ Coordinates the Medical Reserve Corp
- ▶ NCPHD Public Health Emergency Preparedness Program
 - Coordinates with the Emergency Manager of each of the three counties when there is an actual event (wildfires, etc)
 - Coordinated planning in the three counties
 - Participation in required exercises for one another
 - NCPHD staff convenes the regional collaborative meeting for health system preparedness

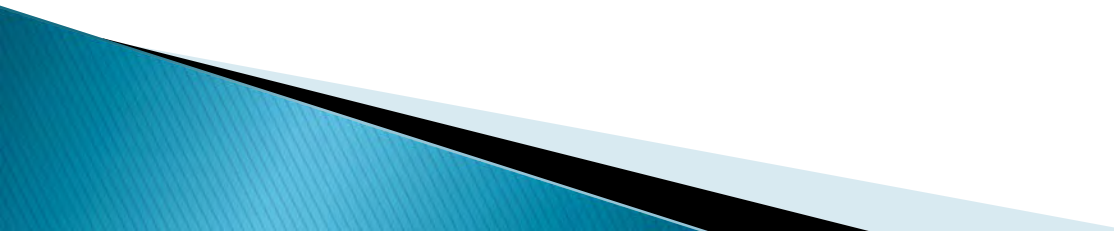
FOUNDATIONAL CAPABILITIES

▶ Communications

◦ Limited capacity

- PHEP Coordinator sends PSA's and Press Releases to inform the public of actual or potential threats and how to prepare or respond
- All public information is presented in Spanish and English
- Distributed to partners and media in the NCPHD Region
- Social media presence is limited

FOUNDATIONAL CAPABILITIES

- ▶ Policy and Planning
 - Limited capacity
 - Tobacco Prevention and Education Program is focused on Policy, Systems and Environmental change that will limited access to tobacco products and discourage new users
 - Grant funding to work on healthy foods and increased activity to decrease obesity
- 

FOUNDATIONAL CAPABILITIES

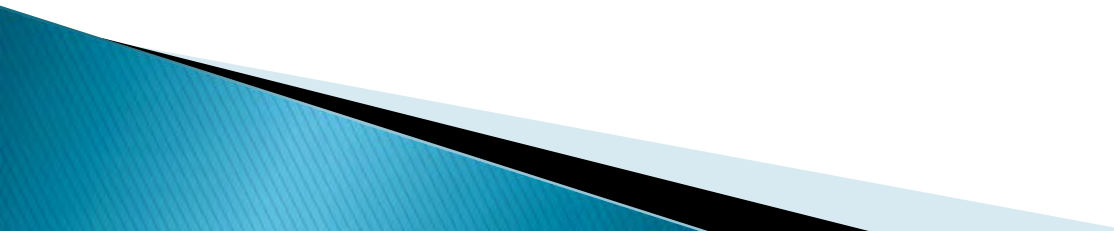
- ▶ Leadership and Organizational Competencies
 - Fiscal Audit
 - Work Force Development
 - Human Resources
 - Public Health Accreditation
 - Quality Improvement
 - Performance Management

FOUNDATIONAL CAPABILITIES

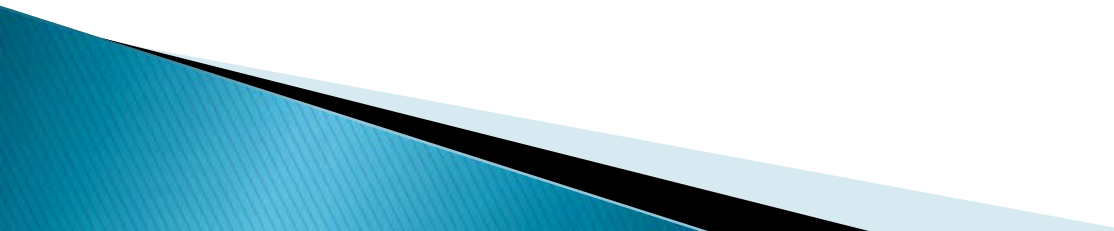
Health Equity and Cultural Responsiveness

- New Funding with PH Modernization
- Interpreters (Certified and Qualified)
- Community Health Workers
- Regional Health Equity Coalition
- NCPHD Health Equity Committee
 - Regional EOMC staff to support
 - BARHII assessment
 - NCPHD Health Equity Plan

FOUNDATIONAL CAPABILITIES

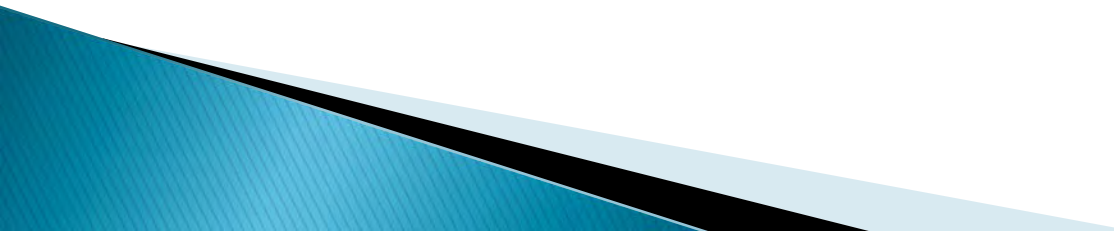
- ▶ Community Partnership Development
 - Limited capacity to formally implement
 - Leadership team is present in the community and is always looking for innovative ways to expand reach by working with partners
 - Cross-jurisdictional work with Hood River Health Department
 - EOMC
 - CCO Community Advisory Councils
- 

FOUNDATIONAL PROGRAMS

- ▶ COMMUNICABLE DISEASE
 - ▶ ENVIRONMENTAL HEALTH
 - ▶ PREVENTION AND HEALTH PROMOTION
 - ▶ ACCESS TO CLINICAL AND PREVENTATIVE SERVICES
- 

FOUNDATIONAL PROGRAMS:CD

▶ Communicable Disease

- 1 Local Epidemiologist, 1 RN, 1 Health Officer, 1 Regional Epidemiologist
 - Takes reports of communicable diseases of residents in the District
 - Ensures that cases receive appropriate treatment
 - Investigates to find cause of disease
- 

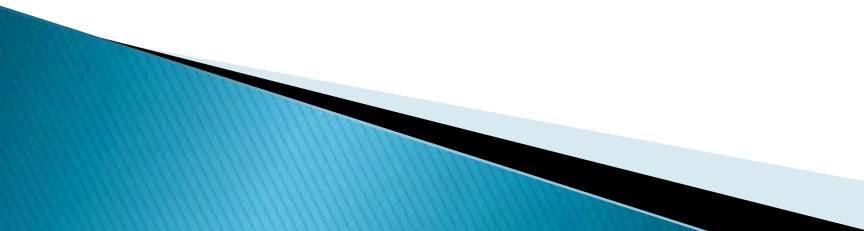
FOUNDATIONAL PROGRAMS: CD

In 2018, North Central Public Health District (NCPHD) had a total of 270 reported communicable and sexually transmitted infections. Fifty-four percent (n=147) of those cases were a sexually transmitted infection (STI). Forty-six percent (n=123) of reported cases were non STI acute or communicable diseases. Sixty-two percent of the total cases had a bacterial etiology, of which, 75% were from chlamydia bacteria. Viral etiologies were responsible for 17% of the reported cases, and “other” accounted for 19%. The “other” category includes reports of animal bite, lyme, NTM and lead poisoning. Animal bites account for 90% of cases in the “other” category. Figure 1 shows the top 5 most frequently reported diseases or conditions in 2018. These 5 pathogens comprise 89% of all cases reported to NCPHD in 2018.

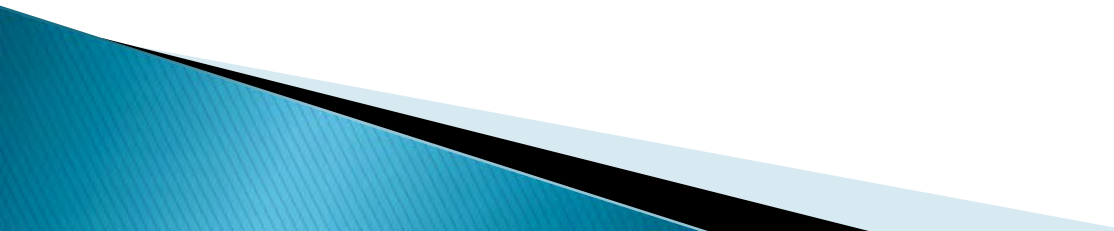
2018: NCPHD	Total Cases	% of cases
Bacterial	167	62%
Viral	46	17%
Parasitic	5	2%
Other	52	19%
Total Reportable Pathogens	270	100%

Table 1: Total case counts for reported pathogens, NCPHD 2018.

FOUNDATIONAL PROGRAMS:EH

- ▶ Environmental Health
 - ▶ 1 REHS Supervisor, 2 REHS Trainees, 1 EH Technician
 - ▶ Regulatory Environmental Health
 - Food, Pool and Traveler's Accommodations, Organizational Camp Inspections
 - School, daycare and correctional facilities inspections
 - Drinking Water
 - Subsurface Waste Disposal
- 

FOUNDATIONAL PROGRAMS:EH

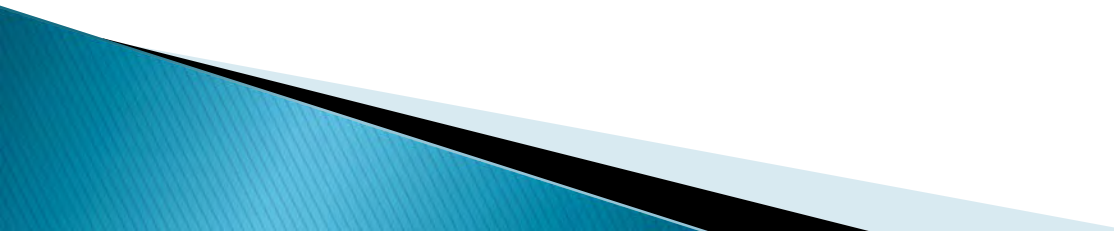
- ▶ NON-REGUALTORY ENVIRONMENTAL HEALTH
 - ▶ Limited capacity
 - Wasco County Solid Waste Advisory Committee
 - Air Quality Monitoring and Community Response: Amerities
 - Lead paint and mold information
 - Public Health Modernization funding for EH/CD/PHEP work group to identify environmental health threats in the District–lead by Regional Epidemiologist
- 

FOUNDATIONAL PROGRAMS: PREVENTION AND HEALTH PROMOTION

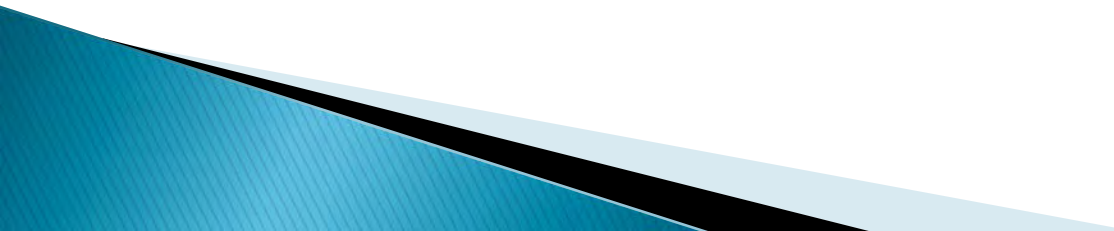
▶ Limited Capacity

- Public Health Home visiting—RN led maternal child health visiting for pregnant women, children at risk of developmental delay and children with special health needs. Supported by Community Health Workers
- WIC(Women’s Infants and Children’s Supplemental Nutrition Program) Provides nutrition education and counseling to pregnant women and children to age 5, with redeemable vouches for participants (income eligibility requirements)

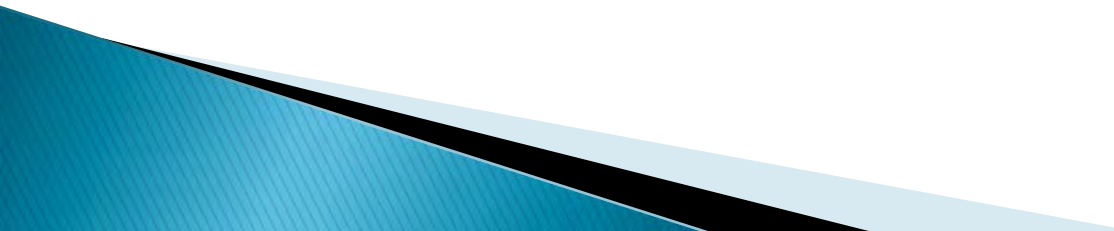
FOUNDATIONAL PROGRAMS: PREVENTION AND HEALTH PROMOTION

- ▶ Immunizations– provision of vaccines for children, School Vaccine Exclusion process, vaccine clinics for outbreaks, community immunization consultation
 - ▶ Communicable Disease Prevention—Outreach to Community to prevent gastrointestinal illness, flu transmission and emerging disease consultation
- 

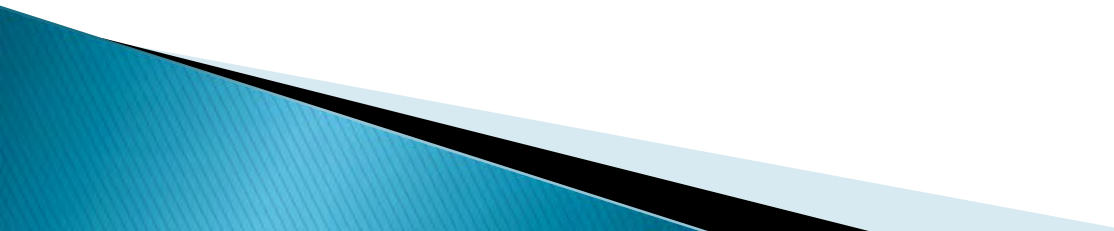
FOUNDATIONAL PROGRAMS: PREVENTION AND HEALTH PROMOTION

- ▶ Tobacco Prevention and Education Program—Education to public and policy makers about the risks of tobacco use
 - ▶ Childhood Obesity work—raising awareness, providing opportunities for activity, working with community partners for collective impact
- 

FOUNDATIONAL PROGRAMS: PREVENTION AND HEALTH PROMOTION

- ▶ Environmental Health Regulatory Program—strong education component to prevent the spread of foodborne illness
 - ▶ School Nursing—Outreach in Sherman County Schools, Dufur Schools, South Wasco County, Columbia Gorge ESD Early Intervention/Early Childhood Special Education and support to health educators in The Dalles—also convene a school nurse work group
- 

FOUNDATIONAL PROGRAMS: PREVENTION AND HEALTH PROMOTION

- ▶ Public Health Emergency Preparedness— Education to the public to prevent disease spread and maintain health in the event of a public health emergency
 - ▶ STEPS at CGCC—Connecting pregnant and parenting students with resources in the community to maintain enrollment to improve social determinants of health
- 

FOUNDATIONAL PROGRAMS:

Access to Clinical Preventative Services

▶ DIRECT ACCESS

- Family Planning/Reproductive Health Clinic
- Reproductive Health Visits to NORCOR
- STI Testing and Treatment
- Immunizations
- In Partnership with Advantage Dental, access to an Advanced Practice Dental Hygienist at NPCHD
- Smoking Cessation Specialist in Partnership with CGCCO

FOUNDATIONAL PROGRAMS:

Access to Clinical Preventative Services

- ▶ Improving and Maintaining Access to Clinical Services
 - Participation in CGCCO and EOCCO Community Advisory Panel, CGCCO Clinical Advisory Panel
 - OHP Assister
 - Outreach to rural clinics to improve access to reproductive health services
 - Immunization Delegation
 - Nurse Case Management
 - Oregon Vasectomy Program

Questions?

- ▶ terit@ncphd.org
- ▶ 541-506-2614

TOPIC: Safeguarding Social Security Numbers Effective Date: 11/14/2019 Revised: Reviewed:	Regulation Referenced:
AREA OF SERVICE: Admin	Program Responsible: Admin
Approved By: NCPHD Board Title: Scott Hege, 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-SAFEGUARDING SOCIAL SECURITY NUMBERS-11142019

POLICY

It is the policy of North Central Public Health District (NCPHD) to protect the confidentiality of its employees' and applicants' Social Security numbers (SSNs) obtained and used in the course of business. The Director, managers and employees are expected to adhere to this policy. Any employee violating the provisions of this policy will be disciplined in accordance with company rules.

PURPOSE

To ensure the confidentiality of its's employees' and applicants' SSNs.

PROCEDURE

Collection of SSNs

SSNs will be collected from applicants and employees as required to meet federal or state reporting requirements. These purposes include:

- To conduct pre-employment background checks.
- To verify eligibility for employment.
- To withhold federal and state taxes.
- To comply with state new-hire reporting.
- To facilitate enrollment in company benefits plans.

SSNs may also be collected from creditors, suppliers or independent contractors where no tax identification or employer identification number is accessible. SSNs so obtained will be subject to the same provisions of the privacy policy as those for applicants and employees.

Use of SSNs

Except for verification and reporting uses for the above-referenced reasons, no SSN or portion of an SSN will be used in the conduct of NCPHD'S business. In addition:

- No SSN or portion of an SSN will be permitted to be used for identification badges, parking permits, timecards, employee rosters, employee identification records, computer passwords, company account records, licenses, agreements or contracts.
- No SSN or portion of an SSN will be used in open computer transmissions or company distributions or through the company intranet except where such transmission of information is by secure connection or is encrypted. As examples, reporting of payroll withholding taxes and benefits plan participation require such data, thus, such transmission of data will be handled through secured computer transmission only.

Storage of SSNs

All documents containing SSNs should be stored in locked, secured areas. All computer applications containing SSNs should be maintained on secured, authorized-access computer stations only.

Access to SSNs

Only persons who have a legitimate business reason will have access to SSNs. Such access will be granted through department managers responsible for functions with reporting or transporting of such data responsibilities. Department managers and employees granted such access must take all necessary precautions to ensure the integrity of records that include such numbers when the records are not being used.

Destruction of SSNs

Records that include SSNs will be maintained in accordance with federal and state law. When such documents are released for destruction, the records will be destroyed by shredding.

State Laws

If this policy, or any part thereof, conflicts with a state law in any state in which NCPHD operates, the state law should supersede this policy, or the relevant portion thereof.

REVIEWED BY:

DATE:

**Scott Hege,
NCPHD Board of Health Chair**

DRAFT

Policy and Procedure Approval Levels

Primary Topic	Secondary Topic	Approval Level Required	Department Responsible
Ahlers / Practice Suite (Electronic Health Records)	Clinical record changes	Leadership Team	Family Planning Immunizations STD
Ahlers / Practice Suite (Electronic Health Records)	All Other	Program Supervisor	Family Planning Immunizations STD
Clients (documents provided to clients)	All	Director	ALL
Clinical (general clinical)	All	Director, Health Officer	Clinical Services
Complaints, Incidents & Grievances	All	Health Board & Director	Administration
Contracts	All	Health Board & Director	Administration
Fiscal	Agency financials	Health Board & Director	Fiscal/Business
Fiscal	Human Resources	Health Board & Director	Fiscal/Business
Fiscal	Client financials	Director	Fiscal/Business
Fiscal	All Other	Finance Manager	Fiscal/Business
General	All	Director	Administration
Human Resources	All	Health Board & Director	Administration
Practice Guidelines	All	Director & Health Officer	Clinical Services
Privacy	All	Director	Privacy Officer
Programs	All	Individual Departments	Supervisors
Regulatory	All	Health Board	Administration

**NCPHD
Accounts Payable Checks
Issued November 2019**

Check Date	Check Number	Vendor Name	Amount	
11/8/2019	647	IRS	\$13,150.94	Payroll A/P (EFT)
11/8/2019	648	ASIFLEX	\$110.00	
Held in Que	649	P E R S	\$14,730.96	
11/8/2019	650	OREGON STATE, DEPT OF REVENUE	\$3,457.73	Payroll A/P
11/1/2019	13273	AMERICAN FAMILY LIFE ASSURANCE	\$340.12	
11/5/2019	13274	CIS TRUST	\$30,005.27	
11/6/2019	13275	FORT DALLES RIDERS CLUB	\$150.00	
11/8/2019	13276	AMERICAN ASSOCIATION, OF BIOANALYSTS	\$148.00	
11/8/2019	13277	ASD SPECIALITY HEALTHCARE LLC, ASD HEALTHCARE	\$3,239.74	
11/8/2019	13278	CDW GOVERNMENT INC.	\$735.08	
11/8/2019	13279	DIXON-SHANE LLC, R&S NORTHEAST LLC	\$712.50	
11/8/2019	13280	GREATER OREGON BEHAVIORAL, HEALTH, INC.	\$595.25	
11/8/2019	13281	GRENDEL, ERIC	\$26.40	
11/8/2019	13282	H2OREGON BOTTLED WATER INC.	\$82.50	
11/8/2019	13283	NELSON TIRE FACTORY DBA, GILL'S POINT S	\$78.50	
11/8/2019	13284	OFFICE DEPOT	\$683.57	
11/8/2019	13285	OPTIMIST PRINTERS	\$92.00	
11/8/2019	13286	OR STATE PUBLIC, HEALTH LABORATORY	\$188.15	
11/8/2019	13287	OREGON COALITION OF LOCAL, HEALTH OFFICIALS INC	\$2,159.14	
11/8/2019	13288	OREGON STATE, DEPT OF ENVIRONMENTAL QUA	\$900.00	
11/8/2019	13289	QWIK CHANGE LUBE CENTER INC.	\$87.75	
11/8/2019	13290	RICOH USA INC.	\$163.31	
11/8/2019	13291	SATCOM GLOBAL INC.	\$60.93	
11/8/2019	13292	SHRED-IT USA	\$190.57	
11/8/2019	13293	STAEHNKE, DAVID	\$98.55	
11/8/2019	13294	U.S. CELLULAR	\$527.73	
11/8/2019	13295	US BANK	\$3,142.23	
11/8/2019	13296	WASCO COUNTY	\$472.92	
11/8/2019	13297	WILKIE, CRYSTAL B	\$397.23	
11/14/2019	13298	CA STATE DISPURSEMENT UNIT	\$231.50	Payroll A/P
11/14/2019	13299	NATIONWIDE RETIREMENT SOLUTION	\$1,265.00	
11/14/2019	13300	AFFORDABLE CARE NW, DBA HELPING HANDS	\$220.00	
11/14/2019	13301	AHLERS & ASSOCIATES	\$860.00	
11/14/2019	13302	BANKMAN, JUDY	\$770.00	
11/14/2019	13303	CECIL, NEITA	\$113.60	
11/14/2019	13304	CYTOCHECK LABORATORY LLC	\$315.00	
11/14/2019	13305	LAMENDOLA-GILLIAM, CALLIE	\$81.20	
11/14/2019	13306	MID-COLUMBIA MEDICAL CENTER	\$575.00	
11/14/2019	13307	NELSON TIRE FACTORY DBA, GILL'S POINT S	\$319.50	
11/14/2019	13308	OREGON STATE, DEPT OF HUMAN SERVICES	\$10,000.00	

11/14/2019	13309	QWIK CHANGE LUBE CENTER INC.	\$65.85
11/14/2019	13310	SAIF CORPORATION	\$901.38
11/14/2019	13311	UPS	\$116.00
11/21/2019	13312	BEERY ELSNER & HAMMOND LLP	\$1,139.75
11/21/2019	13313	CLARK, GLENDA	\$89.32
11/21/2019	13314	CURASCRIP SPECIALTY, DISTRIBUTION	\$4,521.50
11/21/2019	13315	OFFICE DEPOT	\$282.01
11/27/2019	13316	BANKMAN, JUDY	\$310.00
11/27/2019	13317	COLUMBIA GORGE COMM. COLLEGE	\$380.00
11/27/2019	13318	GORGE UROLOGY	\$800.00
11/27/2019	13319	LAMENDOLA-GILLIAM, CALLIE	\$54.52
11/27/2019	13320	OFFICE DEPOT	\$382.04
11/27/2019	13321	SANOFI PASTEUR INC.	\$398.76
TOTAL:			\$100,919.00

NCPHD Board of Health authorizes check numbers 13273 - 13321 and payroll EFT numbers 647 - 650 totalling \$100,919.00.

Signature _____

Printed Name _____

CONTRACTS SUMMARY FOR NCPHD BOARD OF HEALTH
December 10, 2019

- *AGREEMENT FOR TEMPORARY ENVIRONMENTAL HEALTH SPECIALIST SERVICES—RESTAURANT INSPECTIONS:* An agreement between NCPHD and Melissa Ney for Ney to perform licensed facility inspections. NCPHD needs additional capacity to meet the obligations for the inspections for the first half of the calendar year due to staff vacancies. Ney is a temporary employee paid \$50 for restaurant inspections and \$40 for all other inspections.
 - **FISCAL IMPACT:** NCPHD fiscal staff are monitoring Ney's hours to assure that the budget for EH remains positive

- *AGREEMENT WITH PACIFICSOURCE COMMUNITY SOLUTIONS FOR 2019 REGIONAL QUALITY POOL DOLLARS:* NCPHD will be using our share of the 2019 Quality Pool Dollars to maintain reproductive health services at the current level of 30 hours per week available for appointment and walk in services
 - **FISCAL IMPACT:** \$53, 600 to support reproductive health services



Public Health
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NORTH CENTRAL PUBLIC HEALTH DISTRICT

"Caring For Our Communities"

Directors Report for the Board of Health and Staff: December 10, 2019

Greetings Board of Health Members and NCPHD Staff:

November has been a busy month for staff. Leadership team has continued to work through the strategic planning process. We have used the *PLAN, DO, CHECK, ACT* quality improvement cycle and made some changes to our original road map, but are still on track to complete our plan as anticipated. We anticipate that priorities will be identified by staff before the budget planning season begins so that the Board can know where resources need to be allocated to meet strategic goals.

We welcomed Neita Cecil to our staff as the Tobacco Prevention and Education Program Coordinator. Neita will be taking some time to familiarize herself with the topic and the role. We are grateful that Shellie Campbell is available as her supervisor with previous experience in the role to provide mentorship.

Leadership team completed our best practices survey with staff from CIS, our insurance carrier. The risk manager made suggestions for best practices and we have already completed all but one of the tasks for the next 3 years.

Angelica Padilla, our new billing clerk, has jumped right in! Lucky for us, she had been our billing resource in her previous position at Hood River County Health Department. She has attended a conference for providers for MODA (EOCCO) and for Pacific Source (CGCCO).

Minerva Craig, our new WIC Certifier, has attend local trainings around plain language, both verbal and written for community members, Stewards of Children, learning to recognize the inappropriate adult behaviors toward children, and TWIST training to learn formally how to use the WIC data system.

NCPHD staff was encouraged to get their influenza vaccination by receiving an extra ticket in the SWELLNESS drawing at the staff meeting. We encourage all readers of this update to get vaccinated to protect themselves AND vulnerable family and community members from influenza.

Respectfully submitted,
Teri Thalhofer