

GARFIELD COUNTY PUBLIC HEALTH DISTRICT

Monthly Board Meeting Minutes

March 24, 2025

The monthly meeting of the Garfield County Public Health District was called to order at 10:00 a.m. in person and via call in go to meeting. Present via call in go to meeting and in person were James Nelson, Jessica Nelson, Martha Lanman, Justin Dixon, Patti Weaver, Dr. Guffey, and Laura Dixon. No public comment. The February 18th minutes were presented for approval, along with the vouchers, March payroll and February financial report. Patti Weaver moved, Justin Dixon seconded, and it was passed to approve the minutes, vouchers (116870 to 116893 in the amount of \$37,065.22), March 10th payroll in the amount of \$31,158.66 and February 2025 financial report were passed to approve.

MONTHLY			
	Century LinkLD	4221 Telephone	
116870	Century Link Basic	4221 Telephone	82.63
116871	Kelley Create	3163 Printed Material	83.84
116872	Garfield Co Public Works	4863 Equipment Maint	1,693.10
116873	Inland Cellular	4221 Telephone	40.70
March Invoices			
116874	Jackie Tetrick	4300 Travel	162.40
116875	Jessica Nelson	4300 Travel	770.90
116876	Chelsey Eaton	4300 Travel	538.41
116877	Bank of Eastern Oregon-CE	4400 Advertising/3110 Office Supplies/4221 Phone/4222 Postage	804.23
116878	Bank of Eastern Oregon-LD	3125 Program Supplies/4221 Phone/4199 Prof Service	106.67
116879	Bank of Eastern Oregon-ML	4978 Subscriptions/4979 Registrations	652.00
116880	Bank of Eastern Oregon-JT	4979 Registrations	450.00
116881	Quill	3110 Office Supplies	136.56
116882	Lamar	4400 Advertising	420.00
116883	Ednetics	4863 Repairs	4,762.55
116884	Washington DOH	4980 Dues/Memberships	260.00
116885	QBH	4199 Professional Services	3,379.66
116886	Garfield County Food Bank	3125 Program Supplies	1,784.98
116887	Sarah Steele	3125 Program Supplies	585.00
116888	NACCHO	4980 Dues/Memberships	280.00
116889	Pomeroy School District	3125 Program Supplies	3,139.63
116890	Pomeroy First Church of the Nazarene	4560 Rental/Lease	180.00
116891	Pomeroy East Washingtonian	4400 Advertising	426.00
116892	Asotin County Health District	4101 EH Services/4300 Travel	9,773.96
116893	Triton Sensors LLC	3125 Program Supplies	6,552.00
		TOTAL	37,065.22

We modified the agenda schedule to accommodate a board member that had to leave early from the meeting.

New Business: Jessica reported and discussed the new septic code that we will be adopting today, she reviewed the changes that were made. We will basically be adopting the same code as Asotin County, since we are contracted with them to do all of our septic work.

Resolution 2025-04 to review and approve the addition of a credit card for Jessica Nelson with the limit of \$3000.00 increasing the max credit limit for the office from \$17,000 to \$20,000. The Resolution was amended to remove Jessica’s name and approve the addition of a credit card and the increase in the maximum limit for the office. It was moved by Justin Dixon, seconded by Patti Weaver and passed to approve the amended resolution.

Resolution 2025-05 to review and approve the On-site Sewage System code for Garfield County was moved by Patti Weaver, seconded by Justin Dixon and passed to approve.

Resolution 2025-06 to review and approve the contract with Heidi Berthoud consulting for Year 2 of the CHIP was moved by Justin Dixon, seconded by Patti Weaver and passed approve.

Resolution 2025-07 to review and approve Amendment #2 to the Consolidated Contract was moved by Justin Dixon, seconded by Patti Weaver and passed to approve.

Resolution 2025-08 to review and select a bid for the generator at the Fire District was discussed. It was determined that Chris’s Professional Electric was the low bid and would be accepted per determining that everything on the quote matches what was advertised in the bid. Martha will have Jackie and James review the quote and confirm that all requirements have been accounted for, before they pursue. If there is discrepancy, we will revisit the competitors’ quotes. It was moved by Patti Weaver, seconded by Justin Dixon and passed to approve the acceptance of CPE’s quote with these requirements.

Old Business: FPHS update: Still waiting on budget news, the numbers they are talking now for reduction are manageable, but we won’t know exact numbers for at least another month. SEWAAH update: They purchased a new printer/copier for the food bank which was much appreciated. Childcare Navigator update: Martha will be meeting with the county commissioners after our meeting to approve the invoice to start paying bills and getting reimbursement from their funding sources. We are moving forward with the donation of the building and pursuing other grants, there are a lot of funding sources out there.

Remainder of New Business: Dr. Guffey updated us on funding at the state level, she will currently still have her position. She reported that Flu cases are down across the state with less hospitalizations. We are seeing some measles cases in Washington state with 2 on the west side and 2 possible cases unconfirmed at this time in Benton-Franklin County. As always we are encouraging parents to vaccinate their children. We still have an interim secretary of health, they are sorting through applications now. The state is furloughing one day a month currently and are watching budgets closely. Jessica reported on the new wellness policy and discussed the changes they made. We really appreciate the partnership with the school in getting this policy up and going. We had our Bike Rodeo on the 21st and had lots of great volunteers and quite a few kids. It was held in the elementary gym and it worked out great!

The next meeting will be Monday April 21st at 10am.

The meeting was adjourned at 10:43 am

Respectfully submitted,

Laura Dixon
Assistant Administrative Secretary

Board Member

Board Member

Board Member

Board Member

Board Member

Board Member

