

Minutes for May 20th, 2002

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059670 THE BOARD OF WHITMAN COUNTY COMMISSIONERS met in their Chambers in the Whitman County Courthouse, Colfax, Washington for **May 20 and 21, 2002 at 10:00 a.m.** Greg Partch, Chairman, Jerry Finch and Les Wigen, Commissioners and Maribeth Becker, CMC, Clerk of the Board attended.

10:00 a.m. - Board Business.

D0596670A 1. Call to Order/Pledge of Allegiance.

Present: Leslie Cloaninger, Jug Daubert, Don Nelson, Bob Curtis, Ron Shirley.

D0596670B 2. Motion by Commissioner Finch to approve the Consent Agenda. If the position of County Administrator was included in today's personnel board orders, Commissioner Wigen said he would like a roll-call vote on that particular board order. Motion **seconded** by Commissioner Wigen and **carried**.

059671 3. Claims/Payroll warrants numbered **134827-134856** for **\$79,680.62** approved.

FUND #	FUND NAME	AMOUNT	AMOUNT
001	Current Expense	\$ 33,554.22	\$ 8,631.20
102	Building & Development	1,000.00	200.00
103	Countywide Planning		1,000.00
105	Mental Health	6,675.20	
107	Chemical Dependency	1,449.60	
110	County Roads	15,443.00	4,797.20
400	Solid Waste	1,750.00	
501	Equipment Rental & Revolving	3,983.00	1,197.20

059672 4. Questioned claims for the Public Health and Sheriff's Departments approved.

0596673 5. May 13, 2002 minutes approved.

059674-059676 6. Personnel board orders approved.

059677 7. A personnel board order for publishing the County Administrator vacant position approved. **Motion** by Commissioner Finch **seconded** by Chairman Partch. Commissioner Finch and Partch voted **aye** and Commissioner Wigen voted **nay**. Motion **carried**.

10:05 a.m. - Evan Ellis, Chris Anderson and Alan Solan.

059678 8. Motion by Commissioner Finch **seconded** by Commissioner Wigen and **carried** to authorize the publishing of Board of Equalization meetings to

be held July 16, 23, and 30, 2002 at 3:00 p.m. in the Whitman County Commissioners' Office.

059679 9. A quarterly activity report for the oilseed source and economic study was received from Whitman Conservation District.

059680 10. Notice of the availability of 2003-2005 Community Services Facilities Program application packages was received from the Office of Community Development.

059681 11. Letter sent by the commissioners to the Group Health Board of Directors regarding the Palouse Health Center's provider status.

059682 12. WSU Office of Publications and Printing sent a renewal agreement for the period 07/01/02-06/30/03 for the Board's consideration. **Motion** by Commissioner Wigen **seconded** by Commissioner Finch and **carried** to renew the printing agreement with WSU.

059683 13. Letter sent to LTC Richard P. Wagenaar, District Engineer, US Army Corps of Engineers, Walla Walla District seeking an alternative to closure of three Eastern Washington State Parks.

059684 14. The Washington State Department of Transportation released its interest in the 1997 Plymouth Voyager van Whitman County purchased for the Council on Aging and Human Services (COA&HS). The information was forwarded to COA&HS.

059685 15. A reminder to submit all requests for reimbursements was received from the Emergency Management Division concerning the E911 Operations contract due to expire June 30, 2002.

059686 16. The Office of Community Development notified the Board that the CDBG #F-96-74196-026 for disaster assistance has been audited and there are no findings to report, therefore the grant has been closed.

059687 18. An executed/recorded copy of the Bill Chipman Palouse Trail easement granted to Wheatland Express was received.

059688 19. An executed copy of the Bill Chipman Palouse Trail 2002 spray contract with ASAP Spray was received.

10:10 a.m. - Dalton Lewey and Tim Myers.

059689 20. **Motion** by Commissioner Wigen **seconded** by Commissioner Finch and **carried** to initiate anticipated revenue bond through D.A. Davidson using .08 funds for the purpose of Whitman County infrastructure in the amount of \$1.5 million plus interest. The interest rate and term will be determined at a later date.

10:15 a.m. - Ron Shirley, Chief Deputy Prosecuting Attorney.

Present: Leslie Cloaninger, Jug Daubert, Don Nelson, Bob Curtis, Ron Shirley, Dalton Lewey, Bob Lothspeich, Fran Martin, Evan Ellis, Chris Anderson, Alan Solan and Jennifer Snead.

059690 1. The Board reviewed documentation associated with the proposed settlement of lawsuits worked out between Commissioner Wigen and David Repp with the approval of the Deputy Prosecutor and other board members.

Commissioner Wigen talked about the turn of events leading to today's proposed settlement.

Commissioner Finch was glad to get this issue behind them. However, for the good of the county and citizens he hoped for the spirit of cooperation that they haven't had in the past.

Chairman Partch agreed it was time to move on. He too had concerns but thought all items could be ironed out with communication. The document is a good thing for the commissioners, auditor and people of Whitman County.

10:25 a.m. - Bob Hauser.

Those in attendance were given an opportunity for comments and/or questions.

Commissioner Wigen said the auditor also wants this issue resolved and is willing to sit down and talk.

Motion by Commissioner Wigen **seconded** by Commissioner Finch and **carried** to allow for the agreed settlement and agreed motion to dismiss.

059691 2. Mr. Shirley said Ronald Rogers is a LEOFF I member and all his medical expenses are the responsibility of the county. The only condition is that Mr. Rogers must provide some basic documentation, which has been difficult for Mr. Rogers to understand at times. Mr. Rogers has submitted a bill to the county in the amount of \$475.16 for unreimbursed medical expenses. The Chairman of the Disability Board has tried to work with Mr. Rogers over the years but to no avail. Chairman Daubert has no doubt the reimbursements are due to Mr. Rogers, but the county has never received the necessary documentation. Therefore, in order to resolve this issue, Mr. Shirley and members of the LEOFF I Board recommended the commissioners approve a claim to Mr. Rogers for \$475.16.

Dalton Lewey, a member of the Disability Board, said he doesn't disagree but would suggest when the payment is forwarded that a letter be sent with it saying Whitman County is doing this for the good of the cause, explaining to Mr. Rogers once again that **he** is responsible for submitting claims to the insurance company. The insurance company will pay their portion and then send him an Explanation of Benefits (EOB), which he then forwards to the county for reimbursement of any out of pocket expense or to a medical provider for any "medically necessary" balance owed.

Motion by Commissioner Wigen **seconded** by Commissioner Partch and **carried** to approve the recommendation by the Deputy Prosecutor and members of the Disability Board. Commissioner Finch voted **nay**. Motion **carried**.

10:55 a.m. - Recess.

Commissioner Wigen excused himself from the remainder of today's meeting.

11:00 a.m. - Dane Dunford, Public Works Director.

Present: Mark Storey.

Action Items:

059692 1. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** that the contracts between Whitman County and KSC, Inc. be signed as presented for the Fitzgerald Bridge.

059693 2. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** that the contract between Whitman County and KSC, Inc. be signed as presented for the Darden Bridge.

Engineering Division:

D059693A 3. The Engineer provided an update on the status of the Green Hollow Road project.

Maintenance Division:

059694 4. The commissioners signed a certificate of appreciation for George Dean's 26 years of service to Whitman County.

11:15 a.m. - Recess.

11:30 a.m. - Bob Lothspeich, County Treasurer.

Present: Kelli Shrope, Dane Dunford, Joe Reynolds, Shirley Bafus, Randy Baldree, Eileen Roe, Tim Myers, Janel Goebel, Terry Jeffries, Tom Miller, Bob Reynolds, Mike Berney, Mike Werner, Doug Robinson, Fran Martin, Darla Varney.

The following individuals contacted the Treasurer or Clerk of the Board regarding their absence from today's meeting: Peggy Wright, Jim Kaufman, Chad Connors, and Marlynn Markley.

059695 1. Three (3) Commissioners' 2002 Choice Awards were presented today: 1) Posthumously presented to Richard H "Dick" Brown, Administrative Services; 2) Janel Goebel, Parks, Fair and Facilities Management; and 3) Sheri Hatley, Cooperative Extension.

059696 2. The April 2002 ending financial report provided by the Treasurer.

April 2002 Cash Balance - \$1,639,506

April 2001 Cash Balance - \$1,892,451

April 2002 Revenue - \$2,491,744 - 28.98% of budget.

April 2001 Revenue - \$2,786,085 - 33.35% of budget.

April 2002 Expenditures \$2,567,928 - 28.35% of budget.

April 2001 Expenditures \$2,480,385 - 28.23% of budget.

12:00 p.m. - Mike Berney, WCCS Director.

059697 1. The Director noted that two licensing reviews were conducted in April. Some deficiencies were noted for the Chemical Dependency review. Mr. Berney will meet with the treatment supervisor to develop a plan within 30 days to remedy these deficiencies.

059698 2. No deficiencies were sited in the Mental Health review. Overall, Mr. Berney was very pleased with both reviews.

D059698A 3. According to the Director, the Regional Support Network will use the additional money allocated for crisis respite contract work. They will be signing a professional services agreement with Paul's Place to provide this service at \$200/month for administration and \$175/day/person when a bed is in use.

D059698B 4. **Motion** by Commissioner Finch to go into Executive Session with Mr. Berney for discussion of personnel matters until 12:30 p.m. **Seconded** by Commissioner Partch and **carried**.

12:30 p.m. - Return to Open Session/Recess.

1:45 p.m. - Board Business Continued.

059699 21. Claims/Payroll warrants numbered **134859-135239** for **\$460,040.42** approved.

FUND #	FUND NAME	AMOUNT
001	Current Expense	\$239,784.32
101	Self Insurance	543.86
104	Developmental Services	2,676.43
105	Mental Health	42,155.59
107	Chemical Dependency	4,791.10
110	County Roads	90.00
112	Public Facilities Improvement	1,063.02
113	Ergonomics	19.57
118	Inmate Welfare	817.73
123	Paths & Trails	64.35
127	Drug Enforcement	15,879.09
128	Crime Victims/Witnesses	83.86
135	Prosecutor's Stop Grant	33.27
136	Electronic Monitoring	813.00
138	Federal Equitable Sharing	1,099.48
139	"911" Emergency Service	41,802.26
300	Capital Projects	85,230.57

501	Equipment Rental & Revolving	412.00
510	Photocopier Revolving	3,568.27
511	Unemployment Insurance	4,719.97
513	Communications Revolving	2,854.31
521	Family Svc. Ctr. Revolving	1,230.17
690	Clearing & Suspense	10,308.20

059700 Not used.

2:10 p.m. - Board of Health.

Present: Fran Martin, Judy Stone, John Skyles, and Robin Cocking.

059701 1. **Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to sign a resolution adopting the Public Health Department Billing Collection Policy.

RESOLUTION NO. 059701

BEFORE THE BOARD OF COUNTY COMMISSIONERS for Whitman County, State of Washington, in the matter of initiation of the Whitman County Public Health Billing and Collection Procedures; and,

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in a regular session on May 20, 2002; and,

WHEREAS, the Whitman County Board of Health has reviewed the proposed Billing and Collection Policy and finds that changes are necessary and in the best interest of the citizens of Whitman County.

NOW, THEREFORE, BE IT RESOLVED that the following Billing and Collection Procedures be adopted and implemented effective May 20, 2002.

ADOPTED this 20th day of May 2002.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

G. R. Finch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

- Every effort will be made to collect fees, medical coupons, purchase orders, vouchers, or Medicare authorization at the time of service.
- Fees are to be paid at time of service. If fees are not collected at the time of service, the client will be billed within the (10) working days.

After 30 days - All bills will state that they are due within thirty (30) days of receipt of the statement.

After 60 days - If no payment at the end of sixty (60) days, a new statement will be issued.

"A 1% Finance Charge will be added to the account or a minimum of \$.50. Please remit or contact our office".

After 90 days - If no payment or payment plan has been completed in the next thirty-days (30) (total 60 days out since service), a 1% (one-percent) finance charge will be added and the repeat of the past due statement.

Personal Health Services Fees (i.e. Children's Immunes and/or Communicable Disease Testing) that are mandated by Department of Health will not be sent to collections but will be collected to the best of the ability of the Department.

Fees that are eligible to be sent to collections include:

Adult Immunizations

All Environmental Health Fees

Past Due Accounts that are in the category that are eligible to be sent to collections will have the following statement:

"Past Due, a 1% Finance Charge has been added. Please remit or contact our office immediately. If we do not hear from you within 15 days this account will be turned over to the Valley Empire Collection, 11707 E Montgomery, Spokane, Washington 99206".

Adopted this 20th day of May 2002.

Greg Partch, Chairman

Date: May 20, 2002

G. R. Finch, Commissioner

Date: May 20, 2002

Les Wigen, Commissioner

Date: May 20, 2002

059702 **2. Motion** by Commissioner Finch **seconded** by Commissioner Partch and **carried** to sign a resolution writing off uncollectible Public Health accounts.

RESOLUTION NO. 059702

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, acting as the Board of Health, met on May 20, 2000 in regular session; and,

WHEREAS, Whitman County Public Health has contracts that prohibit denials based on an ability to pay and provides limited funding for serving those priority individuals who cannot pay the full fee.

WHEREAS, attempts have been made to collect the past due amounts of Public Health accounts listed.

	Client Name	Service	Amount
Invoice #9844	Immunizations	\$10.00	
Invoice #8642	Immunizations	\$12.50	
Invoice #8898	Immunizations	\$10.00	
Invoice #8707	Immunizations	<u>\$17.50</u>	
		TOTAL	\$50.00

NOW, THEREFORE, BE IT RESOLVED that the listed accounts be declared not collectible and removed from the accounting records of Whitman County Public Health.

PASSED, APPROVED, AND ADOPTED this 20th day of May 2002.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

G. R. Finch, Commissioner

ATTEST:

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

D059702A 3. Judy Stone provided an overview of the Meningococcal Meningitis outbreak in Whitman County. The Health Department hopes to recoup all vaccine costs.

059703 4. Motion by Commissioner Finch **seconded** by Commissioner Partch and **carried** to sign a resolution amending the Public Health Department fee schedule to include Meningococcal immunizations.

RESOLUTION NO. 059703

BEFORE THE BOARD OF COUNTY COMMISSIONERS for Whitman County, State of Washington, in the matter of annually updating the Whitman County Public Health Fee Schedule; and

WHEREAS, the Board of County Commissioners for Whitman County, State of Washington, met in a regular session on the 20th day of May 2002; and

WHEREAS, the Whitman County Board of Health has reviewed the proposed updated Fee Schedule and finds that changes are necessary and in the best interest of the citizens of Whitman County.

NOW, THEREFORE, BE IT RESOLVED that the following updated Fee Schedule be adopted and implemented effective May 20, 2002.

2002 Whitman County Public Health Fees

Public Health Services	Fees
Office Min. Visit (5 Min. Perform/Supervision)	16.00
Brief Visit (10 Min.)	28.00
Intermediate Visit (15 Min. Low/Complexity)	40.00
Extended Visit (25 Min. Moderate/Complexity)	62.00
Home Visit	38.00
Nursing Consultation Per Hour	25.00
 Immunizations and Injections	
DT	12.00
Hepatitis A (Adult)	40.00
Hepatitis A (0-19)	12.00
DtaP	12.00
Td/Td Adult	15.00
Influenza Injection	12.00
Rabies Vaccine	105.00
Pneumonia	20.00
Rabies IG	Market
Hepatitis B (0-19)	12.00
Hepatitis (20+ Yrs.)	40.00
Injection (Meds Supplied by Client)	10.00
HIB	12.00
Prevnar	12.00
DTP	12.00
MMR (Up to Age 18)	12.00
MMR Adult (18 Yr. + Up)	20.00
OPV	12.00
IPV	12.00
Varicella (Child)	12.00
Tetanus/Td (Age 7-18)	12.00
Meningococcal	76.00
 TB Services	
PPD Skin Test Given	7.00
PPD 2 Step Skin Test	10.00
PPD Skin Test Results	-0-
TB Treatment Curative	Market
TB Preventive (INH)	5.00

Vital Records

Certified Copies Birth (Each)	13.00
Certified copy of Death	13.00
Certified Copies Death Additional Copies	8.00

Nursing Services

Vision Screening	5.00
Hearing Testing	10.00
Blood Pressure	5.00

HIV/AIDS

HIV/ELISA Test	25.00
Post-Test Counsel	28.00
Pre-Test Counsel	62.00

Lab Services

Pregnancy Urine Test	10.00
Urinalysis	10.00
Hematocrit	5.00
Venipuncture	5.00
RPR/VDRL	5.00
Rubella Antibody	11.00
Hepatitis B Anti-HBS	25.00
Hepatitis A Antibody	25.00

Environmental Health Fees

Food & Beverage Workers Permit	\$8.00
Replacement Food & Beverage Workers Permit	4.00
Restaurants - *Prorated Fees-See Below	
Minimum Fee	75.00
1-25 Seats	110.00
26-50 Seats	125.00
51-100 Seats	135.00
101+ Seats	175.00
With Lounge/Liquor, Add Additional Fee of	50.00
With Beer/Wine Served, Add Additional Fee of	35.00
Taverns - Same Seating Schedule as Above	
With Food Service, Add Additional Fee of	35.00
Grocery Store	75.00
With Meat Cutting Facility, Add Additional Fee of	40.00
With Deli Section, Add Additional Fee of	40.00

* Fee is reduced by 50% if permit is purchased after June 30.

Public Health Services

	Fees
Catering/Mobile Units	75.00
Fraternities & Sororities	75.00
Temporary Commercial	60.00
Temporary Benevolent	7.50
Bed & Breakfast	75.00
Follow-Up Inspection for Food Establishment	75.00
Plan Review - First 2 Hour	100.00

Each Additional Hour	35.00
Schools	75.00
Water System Survey (Plus Lab Fees for Nitrate and Bacteriological Water Testing)	125.00
On-Site Sewage Disposal System Survey	150.00
Additional Call-backs	75.00
Sanitary Landfill	2500.00
Transfer Stations	750.00
Monofill	500.00
Impoundments	500.00
Inert Demolition	750.00
Demolition	750.00
Land Spreading	500.00
Recycling Centers	500.00
Composting Piles	500.00
Piles	500.00
Sludge Utilization	500.00
Septage Disposal	500.00
Liquid Waste	
Septic Tank Installers - Per Year	200.00
Septic Tank Pumpers - Per Year	200.00
On-Site Sewage Disposal Application for Permit	175.00
Repair of On-Site Sewage Disposal System	75.00
Site Evaluation for Land Division/CZC Application	175.00
Each Additional Site, Adjoining Property	75.00
Water Recreation Facility Permit	250.00

ADOPTED this 20th day of May 2002.

BOARD OF COUNTY COMMISSIONERS
OF WHITMAN COUNTY, WASHINGTON

Greg Partch, Chairman

ATTEST:

G. R. Finch, Commissioner

Maribeth Becker, CMC
Clerk of the Board

Les Wigen, Commissioner

D059703A 5. John Skyles talked about the solid waste accumulation problems in Thornton.

D059703B 6. The Director reported on the Emergency Preparedness assessment conducted in January. The assessment indicates where improvement is needed. The Emergency Preparedness Plan must be completed by January 1, 2003 and a tabletop exercise must be completed by March 1, 2003. Public Health is working with the Sheriff and Civil Deputy on this issue.

D059703C 7. Ms. Martin said she submitted a claim to Greyhound Bus Lines subcontracted through Trail Ways for the inconvenience and anxiety created for a family and the expense incurred by the Health Department for \$4,000 worth of vaccines, travel, long distance charges, etc. The Washington Claims Manager wrote her stating the claim was forwarded to their regional claims manager.

D059703D 8. The Director reported on the Community of Hope Dental Health meeting the Chairman and she attended last week. Since then she has been looking at what Whitman County can do from the Colfax area north and west. She has been meeting with dentists, contacted the Area Agency on Aging, and visited with Avin Schuler, who is with the Department of Health. Mr. Schuler is conducting a survey to determine if Whitman County should be declared a manpower shortage county. The northern portion of the county has already received this designation. This means there are not enough health providers to provide adequate health care. Ms. Martin asked Mr. Schuler to add dentists to his list because that is a problem. If the entire county receives this designation, Whitman County should be able to get a dentist from the National Health Service who has time to pay back. And, possibly, this individual will stay after satisfying his/her commitment.

Ms. Martin is working with the local dentists to teach and supervisor Public Health nurses to apply fluoride varnish to children's teeth to help prevent problems. This is a reimbursable expense.

D059703E 9. The Director is negotiating with WSU for the payment schedule of Public Health services.

059704 10. A copy of R.C.W. Chapter 70 as it relates to Local Health Departments, Boards, Officers-Regulations was received from the Director.

D059704A 11. The State of Washington is performing a compliance check. Letters have been sent to all pertinent establishment reminding them to educate.

D059704B 12. The next Board of Health meeting is scheduled for June 25th.

3:05 p.m. - Adjournment.

D059704C Commissioner Finch **moved** to adjourn the **May 20, 2002** meeting. Motion **seconded** by Commissioner Partch and **carried**. The Board will meet in regular session, in their Chambers', in the Whitman County Courthouse, Colfax, Washington, on **May 28, 2002**. The foregoing action made this **20th** day of **May 2002**.

ss/ JERRY FINCH, Commissioner
ss/ LES WIGEN, Commissioner

MARIBETH BECKER, CMC
Clerk of the Board

GREG PARTCH, Chairman
Board of County Commissioners

