

The regular meeting of the Spokane Regional Health District Board of Health held on **Thursday, March 28, 2024** was called to order by Commissioner Josh Kerns, Chair, at 12:37 p.m. in room 140 of the Public Health Center, 1101 West College Avenue, Spokane, Washington.

**PRESENT**

Commissioner Josh Kerns, Chair  
Commissioner Amber Waldref, Vice Chair  
Council Member Michael Cathcart  
Board Member Monica Blykowski-May, MD, MBA  
Board Member Charlie Duranona  
Board Member Patricia Kienholz

**ABSENT**

Commissioner Mary Kuney

**CITIZEN INPUT**

Citizen input was received and placed into the meeting record.

**BOARD REPORTS**

- The Board of Health (BOH) Budget & Finance Committee met to discuss items appearing before the Board and reviewed the SRHD budget and funding sources.
- The BOH Policy & Education Committee had no report.
- The Executive Committee met to set the March 28 BOH agenda.

**CONSENT AGENDA**

Consists of items considered routine, which are approved as a group. Any member of the Board may request to remove an item from the Consent Agenda to be considered separately.

Meeting Minutes: February 29, 2024  
2024 Vouchers paid: February 1-29, 2024  
Contract: Accela (Upgrade)/[s]Cube (Accela Implementation)  
Contract: Moss Adams, LLP

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Voucher Numbers:	#263735 - #263823	
	#263828 - #263907	\$ 1,556,547.60
Advice Numbers:	#DD81280 - #DD81542	\$1,272,566.90
Payroll Warrants:	#1152805- #1152809	
Advice Numbers:	#DD81543 - #DD81804	\$1,147,894.49
Payroll Numbers:	#1153231- #1153240	
	<b>TOTAL</b>	<b>\$3,977,008.99</b>

**Motion:** To approve the consent agenda as presented.

**Motion/Second:** Cathcart/Waldref

**Approved:** Unanimously

**EXECUTIVE SESSION**

The Board adjourned at 12:43 p.m. for 30 minutes for an executive session pursuant to RCW §42.30.110(1)(i).

**MEETING RECONVENED**

The meeting reconvened at 1:15 p.m. No action was taken.

## **ACTION ITEMS**

Rescind the Treatment Services Records Management Decision Made at the June 29, 2023 Board of Health Meeting – Alicia M. Thompson, DrPH, LMSW, Administrative Officer

**Motion:** To rescind the Treatment Services Records Management Decision Made at the June 29, 2023 Board of Health Meeting

**Motion/Second:** Blykowski-May/Kienholz

**Approved:** Unanimously

## **ADMINISTRATIVE OFFICER'S REPORT – Alicia M. Thompson, DrPH, LMSW, Administrative Officer**

- The Healthy Living *Hidden in Plain Sight* event flyer was presented to the Board. Board Members were asked to save the date.
- Wendy Brizendine, Treatment Services Community Relations Coordinator, presented the Treatment Services poster designed to reach individuals that may want services. Flyers will be placed in Deer Park, Mead, downtown Spokane, and Airway Heights.

## **FINANCIAL REPORT – Kim Kramarz, Finance Director and Controller**

- The 2023 yearend financials were presented to the Board. The agency received 96% of its anticipated funding and expended 95% of its budget. The agency had a fund balance surplus of \$773,310 leaving reserves at 23%. A few capital projects were not completed in 2023, which is part of the reason for the surplus fund balance. Financials for 2023 are open through the end of March, but no changes are expected.
- February expenses are at 14.6% and within budget. Spokane County contribution for the first quarter has been received and Foundational Public Health Funding (FPHS) funding of \$763,995 was carried over from 2023. Unassigned reserves are at 24% with a total reserve of \$18.3 million.

## **HEALTH OFFICER REPORT – Francisco Velázquez, MD, SM, FCAP, Health Officer**

- From October 2023 to date, there have been 201 Shigella cases. The epicenter of the outbreak has been contained.
- Other than the three initial cases of measles and two household exposures, there have been no other cases in the community. If there are no other cases identified in the community by April 13, the outbreak will be declared over.
- The Board was provided with an overview of the Fentanyl Roundtable work facilitated by the Health Officer. The committee will be discussing three potential key action items at its meeting on April 10. Commissioner Waldref recommended including Mike Sparber in the group.

Council Member Cathcart departed the meeting at 2:26 p.m.

## **LEGISLATIVE UPDATE – Lola Phillips, Deputy Administrative Officer**

- The Board was provided with an update of the final legislative activity related to the Board of Health legislative priorities.

Board Member Duranona departed the meeting at 2:28 p.m.

## **AGENCY REPORTS**

- Kelli Hawkins, Public Information and Government Affairs Director, provided an overview of SRHD activities related to National Public Health Week.

## **BOARD MEMBER CHECK IN**

- Board Member Blykowski-May shared her excitement to hear the examples of collaboration with the community.

**NEXT BOARD OF HEALTH MEETING**

The next Board of Health meeting is scheduled at 12:30 p.m. on April 25, 2024.

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 2:36 p.m.

APPROVED: \_\_\_\_\_  
Commissioner Josh Kerns, Chair

Date: \_\_\_\_\_

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Ann Pitsnogle, Recording Secretary

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