



The Public Health Foundation  
of Columbia County

Minutes  
12:30pm Tuesday, August 15, 2017  
Public Health Office, 2370 Gable Road, Saint Helens

Present: Sherrie Ford, Eric Smythe, Rita Bernhard, Jenny McDermott, Lena Yee

Rita Call the meeting to order. 12:39pm

Welcome and Introductions

Public Input (limited to 5 minutes per person and no more than 15 minutes total)

Changes to the Agenda

1. Ratification of votes from June 27, 2017 meeting and email votes since May 2017 meeting.

*Jenny made Motion to ratify the decisions as listed on the August 2017 agenda Section 1 parts a-e. Eric second. Motion carries.*

- a. Michael made a motion to approve May 2017 Minutes. Jenny seconded. Three votes in favor on June 27, 2017
- b. Michael made a motion to provide a letter of support and commitment to invest Sugar Sweetened Beverage tax dollars into obesity prevention work. Jenny seconded. Discussion continued and Jenny requested the city consider adding artificially sweetened beverages to the tax. Three votes in favor on June 27, 2017. On June 28, 2017, three additional votes in favor were provided by email.
- c. Michael made a motion to approve the presented budget, with the understanding that Amendment 1 be presented to the board of directors no later than August 15, 2017 Board meeting. Jenny seconded. Three votes in favor.
- d. Automobile insurance policy and procedure: Michael made a motion to approve the policy changes as presented. Jenny second. Three votes in favor.
- e. Check Register:
  - i. March check#4541-4571 DD1969-2002
  - ii. May check#4597-4631 DD2038-2069

Michael made a motion to accept as presented. Jenny seconded. Three votes in favor

2. Financial report – Sherrie, Nicole

- a. Financial Reports- Sherrie provided financial reports. Eric recommended taking a proactive approach about messaging- why we are open the hours we are, etc.so people get accurate information. They also discussed billboards and theater ads in Scappoose, Longview, and St. Helens
- b. Check register – Board motion & members initial hard copy. Lena made a motion to accept the check registers for June and July as listed. Jenny seconded. Motion carries.
  - i. June check#4632-4678 DD2070-2096
  - ii. July check#4680-4689 DD2097-2120

3. Administrator's Report- *provided in writing*

Distribute meeting calendar

4. Board committee reports

- a. Budget Committee- Budget and Narrative. The board agreed to table the vote until the detailed budget data was made available electronically on August 18, 2017.

5. Executive Session:

- a. Requested by Sherrie Ford for contracts discussion. The board entered into Executive session at 12:55pm. They exited Executive Session at 1:30pm

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- b. Jenny made a motion to enter into contract with CCMH for the Prevention Specialist position. Lena seconded. Motion carries.

Good of the order - none

Adjournment at 1:40pm

**Upcoming meetings: September 19, 2017 from 12:30-2:00pm**

*This meeting is open to the public. The Public Health Foundation of Columbia County does not discriminate on the basis of physical ability. If special accommodations are required, please contact the TPHFCC staff, 503-397-4651, ext. 2021, one-day prior to the meeting.*