



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Chelan-Douglas Health District Board of Health Meeting Minutes – January 25, 2021

Board Members Present:

Dan Sutton, Douglas County Commissioner
Jill Thompson, Mayor, Town of Waterville
Marc Straub, Douglas County Commissioner
Jerrilea Crawford, Mayor, City of East Wenatchee
Travis Hornby, Wenatchee City Council (alternate)

Kevin Overbay, Chelan County Commissioner
Tiffany Gering, Chelan County Commissioner
Sharon Waters, Leavenworth City Council
Ruth Esparza, Wenatchee City Council

Staff Present:

Luke Davies, Health Administrator
Chuck Zimmerman, CDHD Attorney
Janet Perez, Board Secretary
Jennifer Torres, EPR/ Program Assistant
Allen Hunter, IT

Malcolm Butler, CDHD Health Officer
Cari Hammond, Personal Health Director
Alma Castillo, Outreach Coordinator
Joyous Van Meter, Epidemiologist & RERC

Public Present

Meeting was held via Zoom and phone conferencing with members of the public listening to the meeting.

Meeting – Chairman Dan Sutton called the meeting to order at 3:05 p.m.

Introduction of New Members:

Chairman Dan Sutton introduced Chelan County Commissioner, Tiffany Gering as a new member of the Board of Health.

Election of Officers:

Commissioner Marc Straub moved to approve the selection of officers for 2021, Commissioner Dan Sutton as Chairman of the Board and Commissioner Kevin Overbay as Vice Chair of the Board. Ruth Esparza seconded the motion and the motion carried unanimously.

Consent Agenda –

- a. Approval of the December 21, 2020 Board Meeting Minutes
- b. Approval of December Payroll in the amount of \$ 229,690.39
- c. Approval of December Benefits in the amount of \$ 82,159.55
- d. Approval of Payment of 2020 Vouchers No. 20200752-20210050 in the amount of \$441,390.03

Mayor Jerrilea Crawford moved to approve the consent agenda, Vice Chair Kevin Overbay seconded the motion and the motion passed unanimously.

Program Update –

- A. Epidemiologist Update – Joyous Van Meter
 - a. 8,815 Cases in Chelan Douglas County
 - b. 49 Deaths - 34 in Chelan County, 15 in Douglas County
 - c. Down to 461 per 100,000 for the last 14 days
 - d. We met 2 goals of the 4 goals required by the State to move on to Phase 2
 - i. State Reports each Friday
- B. Vaccine Plan – Health Administrator Luke Davies
 - a. Washington State will receive approximately 100,000 doses a week, which is then distributed to 39 counties. Locally receiving 300 – 400 doses per week.
 - b. A local task force with health partners have met and coordinated a plan for Vaccine Distribution over the next few weeks.
 - c. Working with Department of Health and the Governor’s office to get what our community needs
 - d. Mass Vaccination Site
 - i. Town Toyota Center
 - 1. Starts Tuesday January 26, 2021 at 9am
 - ii. Register via phone call or through online system
 - e. Press Conference Tuesday January 26, 2021 at 11am at Town Toyota Center
 - f. Contract made for Vaccination Site
 - i. Emergency Medical Services
 - ii. Town Toyota Center

Commissioner Straub made a motion to authorize the Health Administrator to sign contracts on behalf of the Health District to mitigate the impact of the COVID-19 virus if the contracts are approved by the Board Chair or the Board Vice-Chair and copies of the contacts are provided via email to all Board Members within 48 hours following their approval by the Administrator. Commissioner Tiffany Gering seconded the motion and the motion passed unanimously.

- C. Kami Folwer’s - Findings on the Physical and Emotional Health in Teenagers from Wenatchee School District during the Covid-19 Pandemic
 - a. A prerecorded presentation was presented
 - b. Discussion followed the presentation

Health Officer’s COVID-19 Report – Dr. Butler

Current surge seems to be settling, thank you for being careful over the holidays. Our healthcare system capacity is near maximal but improving. There are 16 additional deaths this month. Mitigation has eradicated influenza but not COVID. We should assume B117 is here and should double down on mitigation. Chelan and Douglas County schools have safely expanded classroom instruction. Discussion followed.

Public Comment – Chairman Dan Sutton asked for comments from the public. Patricia Thomas provided a comment concerning Kami Fowler’s presentation findings.

New Business – Health Administrator Luke Davies

- A. Requests for Proposals for Human Resources Firm and Fiscal Assistance
 - a. Key Positions at Chelan Douglas Health District are still Vacant
 - b. Chelan Douglas Health District needs help to assess the structure
 - c. Recruit candidates
 - i. Help work with staff
 - d. Fiscal duties
 - i. Contracts, grants and the Budget
 - e. Short term professional agreement(s)

Health Administrator Luke Davies requested from the Board of Health permission to seek Human Resource and Fiscal assistance through professional contracts.

Mayor Jill Thompson made a motion to authorize the District Administrator to contract for Human Resource services on a short-term basis, Council member Ruth Esparza seconded the motion and the motion passed unanimously.

Commissioner Marc Straub made a motion to authorize the District Administrator to contract for Fiscal Assistance services on a short-term basis, Mayor Jill Thompson seconded the motion and the motion passed unanimously.

Unfinished Business:

- A. IT Infrastructure Improvements – Health Administrator Luke Davies
 - a. Identified several issues
 - b. The Incident Management Team IT Support has been assigned to work on the Infrastructure Improvements

Reports -

Fiscal Report – Health Administrator Luke Davies gave the Fiscal report Monthly report provided in the packet. Discussion followed.

Personal Health Report – Cari Hammond gave the Personal Health report Monthly report provided in the packet. Discussion followed

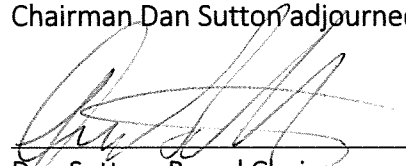
Health Communications Report – Alma Castillo gave the Health Communications report Monthly report provided in the packet. Discussion followed

Health Administrator Report –

Health Administrator Luke Davies thanked the community and Board members for their support. He would like to give the staff at Chelan Douglas Health District a break once they get the help they need. The staff has been working endlessly with the Covid-19 Pandemic and the District's normal duties. There is an end in sight but we need to keep pushing social distancing and mask wearing.

Chairman Dan Sutton stated the Board members along with the Health Administrator Luke Davies and Health District's Attorney, Chuck Zimmerman would stay and go into a meeting exempt from the Open Public Meetings Act once this meeting is adjourned to discuss collective bargaining in accordance with RCW 42.30.140(4).

Chairman Dan Sutton adjourned the meeting at 4:51 pm.



Dan Sutton, Board Chairman

Janet Perez, Board Secretary