



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Minutes Board of Health Meeting Chelan-Douglas Health District November 16, 2020

Board Members Present:

Dan Sutton, Douglas County Commissioner
Kevin Overbay, Chelan County Commissioner
Jill Thompson, Mayor, Town of Waterville
Doug England, Chelan County Commissioner
Marc Straub, Douglas County Commissioner
Sharon Waters, Leavenworth City Council
Jerrilea Crawford, Mayor, City of East Wenatchee
Ruth Esparza, Wenatchee City Council

Staff Present:

Nathan Weed, Interim Administrator
Malcolm Butler, CDHD Health Officer
Kandis Boersema, Associate Administrator, Interim Board Secretary;
Veronica Farias, Health Communications Director
Cari Hammond, Associate Administrator, Personal Health
Susan Shelton, Environmental Health Director

Public Present

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

Meeting – called the meeting to order at 3:00 p.m.

Consent Agenda –

- a. Approval of the October 19, 2020 Special Meeting Minutes
- b. Approval of October Payroll in the amount of \$360,427.03
- c. Approval of October Benefits in the amount of \$108,165.08
- d. Approval of Payment of 2020 Vouchers No. 20200624-20200688
in the amount of \$205,697.78

Commissioner Marc Straub moved to approve Consent agenda, Mayor Jerrilea Crawford 2nd the motion. Motion passed unanimously

Program Update – Health Officer's Covid-19 Report – Dr. Malcolm Butler

Health Officer's COVID-19 Report – Dr. Malcolm Butler shared a PowerPoint presentation which detailed that COVID is rapid and wide spread transition, 14% of all positive within the last two weeks; hospitals are filling with tenuous overflow capacity; Thanksgiving this year will be unusual and memorable. Dr. Butler shared a variety of data graphs related to total case numbers, testing numbers, new deaths reported and demographics. Discussion followed.

Public Comment – Chair Dan Sutton opened the floor to public comment on Resolution 2020-001. Dr. Karina Vega-Villa provide comment in favor of resolution 2020-001. Brian Herling provided comment in favor of resolution 2020-001. Following public comment, Chair Dan Sutton comments on the resolution; thanks the public for their comments, the message that needs to be sent to the community is one of solitary, working together, cooperating for the success of the community and help improve. Interim Administrator Nate Weed informs the public of the upcoming town hall meeting. Chair Dan Sutton asks the public if there are any new issues that would like to be discussed. No further comment.

New Business – Chair Dan Sutton provided an update on the CARES funding and Covid funding. Mayor Jerrilea Crawford inquired about the current process of hiring a Health Administrator. Vice Kevin Overbay states, there has been 31 applicants and also states Dr. Butler will be a part of the process. Interim Administrator Nate explained the interview process. Once the top two – four candidates are identified, the Board of Health will have an opportunity to meet, greet and have a formal interview with the candidates in an executive session meeting. Chair Dan Sutton asked if there was any questions. No further comment

Reports -

Fiscal Report - Kandis Boersema

Monthly report provided in the packet. Kandis gave an update to the board. Discussion followed.

Personal Health Report – Cari Hammond gave the personal health report. Monthly report provided in the packet. Cari gave an update to the board.

Health Communications Report – Veronica Farias

Monthly report provided in the packet. Veronica gave an update to the board.

Environmental Health Report – Susan Shelton

Susan gave an update to the board.

Administrator Report – Interim Health Administrator Nate Weed emphasized we are moving in to a new phase with Covid-19 and a new wave that is a lot bigger than what we have experienced. Interim Health Administrator Nate would like to thank the leadership team for helping find ways to stretch the resources and for working diligently to staff up key positions in the health district. Interim Health Administrator Nate states they are in the final stages of making an offer to a new board secretary, this person will also serve as the administrative assistant and as the public records request officer. They are currently in the process of recruiting for the Environmental Health Director. Governor Inslee announced additional Covid-19 restrictions with rules that will go into effect tonight at midnight. Looking in to reclosing and readjusting what we do in the community. Interim Health Administrator Nate requested for the board to move Veronica Farias the Public Information Officer in to an Associate Administrator role.


Vice Kevin Overbay made a motion to approve the Associate Administrator position and the appropriate salary range.

The motion was seconded by Jill Thompson and the motion carried unanimously.

Jerrilea Crawford asked the salary range. Interim Health Administrator Nate provided Chair Dan Sutton and Vice Kevin Overbay with the proposed salary range.

Vice Kevin Overbay amend his motion to include the salary range as presented from Nate. The motion was seconded by Jill Thompson and the motion carried unanimously.

The meeting adjourned at 4:29 pm.



Dan Sutton, Board Chairman

ATTEST: