

**Minutes
Board of Health Meeting
Chelan-Douglas Health District
September 21, 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 - Dan Sutton called the meeting to order at 3:01 p.m.

Consent Agenda – Doug England moved to approve the Consent Agenda items a-b:

- a. August 7, 2020 Board Emergency Meeting Minutes
- b. August 17, 2020 Board Meeting Minutes

Marc Straub seconded and the motion carried.

Jerrilea Crawford moved to approve the Consent Agenda items c-e:

- c. August Payroll in the amount of \$230,405.45
- d. July Benefits in the amount of \$81,387.38
- e. Payment of 2020 Vouchers No. 20200457-20200527 in the amount of \$174,303.37

Marc Straub seconded and the motion carried.

Doug England moved to approve the Consent Agenda items f:

- f. Contract Matrix:

i. Interlocal Agreement/Home Visiting Services, Contract #2011670
Kevin Overbay seconded and the motion carried.

Program Update – Health Officer Dr. Butler introduced Dr. Edgar Monterroso, a medical epidemiologist with Center for Disease Control (CDC). Dr. Monterroso stated he has been with CDC for 29 years, half of those years working with Global Health Center. He was previously deployed to Africa and returned in May to work the COVID-19 pandemic response. He explained that the CDC Epidemic Intelligence Services Officers are here to work on the impact of our Hispanic/Latino Communities. All four team members were introduced: Hannah Lofgren, Health Scientist with National Center for Immunization and Respiratory Diseases at CDC based out of Atlanta, Georgia; Emily Lilo, Lead Health Communication Specialist for CDC; Adela Hoffman, Epidemiologist, CDC Center for Global Health; Nancy Ortiz, Epidemiologist and CDC Epidemic Surveillance Officer. Objective is to better understand COVID-19 transmission dynamics in Hispanic populations. Gathering information, roll out CASPER survey, all CDC staff deployed in our Counties are bilingual and bicultural. Discussion followed.

Health Officer's COVID-19 Report – Dr. Malcolm Butler shared a PowerPoint presentation which detailed the local disease incidence rate is dropping steadily, the data demographics are largely the same as before, 7 new mortalities reported, local classrooms have reopened safely for highest risk students and community testing suggests prevalence around 1%-2% which may allow further reopening of classrooms. Dr. Butler shared a variety of data graphs related to total case numbers, testing numbers, and demographics. Discussion followed.

Board Discussion – Commissioner Overbay explained that a number of Health District staff are working outside of their regular roles to respond to COVID with some staff having put in 400 hours over their regular workweek during the response. Associate Administrator, Kandis Boersema, prepared a report that will be sent to all Board members to show the hours/costs involved. The Board is discussing with legal counsel if it is possible to compensate the employees for their extra work. Interim Administrator Nate Weed explained that the Health District has received CARES funding from the State and overtime for exempt staff is an allowed use of the CARES funding. Commissioner Dan Sutton explained that the process is not as straightforward as it sounds but it is being looked into. He stated that the Board does want to compensate the staff who have worked so hard since March on the response while working in their normal roles as well. He explained that many of the current staff wear multiple hats to begin with so adding the work load bearing

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on their shoulders is absolutely monumental. More information will be available to the Board in order to make a decision at the October meeting.

Public Comment - Dan Sutton opened the floor to public comment. No comments.

New Business – Motion to ratify the Lakewood Mutual Aid Agreement

Interim Administrator Nate Weed explained the Mutual Aid Agreement template was approved by Health District Attorney Chuck Zimmerman and will be used with each agency provided staff for the Health District's Incident Management Team (IMT). Nate asked the Board to ratify the signed agreement and give Nate permission to sign future agreements. With each team that comes and goes, the Health District will use this same agreement. Commission Sutton stated that because either party can end agreement with notice and the level of trust and gratitude with those involved, he would recommend a motion to ratify and approve future signatures. Marc Straub made a motion to ratify the agreement and authorize the Administrator to sign future agreements. Seconded by Ruth. Motion carried unanimously.

Unfinished Business - none

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

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.

Administrator Report – Nathan Weed

Nate expressed that he has been impressed with how professional, caring and hard working the team is. He encouraged the Board members to reach out and provide guidance on how he can best serve the District. He introduced DOH employee Susan Shelton as the new Interim Environmental Health Director for CDHD. Nate stated that he has scheduled CDHD leadership team meetings to work on next steps for the District, working on internal needs, key infrastructure, and hiring a permanent Administrator and permanent EH Director. Nate explained the rotation of the external Incident Management

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Teams. He noted that the Pierce County team here currently has done a great job. And that the team is working on a seamless transition process.

Marc Straub made a motion to adjourn the meeting at 4:12 pm. Sharon Waters seconded and the motion carried.



Dan Sutton, Board Chair

ATTEST:



Kandis Boersema, Interim Board Secretary