

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

Jill Thompson, Mayor, Town of Waterville and Board of Health Chair, called the meeting to order at 3:05 p.m.

**Board Members Present:**

Jill Thompson, Mayor, Town of Waterville  
Doug England, Chelan County Commissioner  
Kevin Overbay, Chelan County Commissioner  
Marc Straub, Douglas County Commissioner  
Dan Sutton, Douglas County Commissioner

**Staff Present:**

Barry Kling, Administrator  
Kandis Boersema, Associate Administrator, Fiscal and Support Services;  
Interim Board Secretary  
Veronica Farias, Health Communications Coordinator  
Carol McCormick, Associate Administrator, Personal Health  
Hilary Knelleken, Associate Administrator, Environmental Health

**Public Present:**

Dr. Peter Rutherford, Confluence Health  
Joyous Van Meter, Chelan-Douglas Health District  
Andy Davidson, Chelan County Fire District #1  
Jordyn Giulio, Douglas County  
Dayna Pruitt, Douglas County

**Consent Agenda**

**Dan Sutton, Douglas County Commissioner, made a motion to approve the consent agenda that includes the February 2020 Board Meeting Minutes, February Payroll in the amount of \$223,064.97, February Benefits in the amount of \$79,657.29, and approval of payment of 2020 Vouchers No. 20200092 to 20200127 in the**

**amount of \$21,310.55 and the Contract Matrix including the following:**

- 1. Consolidated Contract CLH18238 Amendment 12 – Office of Drinking Water Group A Program / Sanitary Survey Fees**
- 2. Consolidated Contract CLH18238 Amendment 12 – Office of Drinking Water Group A Program / Local Assistance**
- 3. Consolidated Contract CLH18238 Amendment 12 – Office of Drinking Water Group A Program / Local Assistance – TA**
- 4. Consolidated Contract CLH18238 Amendment 12 – Foundational Public Health Services (FPHS) Regional Epidemiology**
- 5. Consolidated Contract CLH18238 Amendment 12 – Foundational Public Health Services (FPHS) Regional Epidemiology**

**Kevin Overbay, Chelan County Commissioner, seconded the motion and it carried unanimously.**

#### **Program Update**

**Barry Kling, Administrator,** provided an update regarding the Coronavirus pandemic also known as COVID-19. Barry reported that CDHD activated an Incident Management Team on 3/5/2020. He pointed out that the Board will be receiving the Situation Reports (SitReps) via email each time they are finalized and this is an important tool to keep the Board informed of the work CDHD is doing during this public health emergency. Barry explained that North Central Accountable Community of Health (NCACH) is redirecting staff to assist a four county region (Chelan, Douglas, Grant and Kittitas) with community mitigation efforts that include assisting vulnerable populations with access to food and assistance while social distancing. NCACH staff will also take the lead on community-led efforts to produce personal proactive equipment (PPE) such as sewing masks and gowns. Barry introduced Peter Rutherford, MD, who is the CEO of Confluence Health. The Board was provided with a handout that was co-authored by Dr. Rutherford, and Tracey Kasnic, RN, both of Confluence Health and Barry Kling, CDHD Administrator. The handout detailed hospital capacity projections and highlighted that significant shortages of hospital beds and ventilators would be a major issue for our region if the first wave of cases peaks sharply. Dr. Rutherford spoke to the

need for social distancing. He also spoke of other needs such as testing kits, increase of PPE supply stock and 24-hour availability of childcare for health care workers. Barry explained to the Board that Confluence Health is assisting in a plan to send hospital staff to test/triage residents of long-term care facilities in the facilities they currently reside in to limit the spread of COVID-19, limit EMS from being overwhelmed by calls, to limit exposure to others during transport and admittance to the hospital, to save PPE supply and to keep hospital beds for those who need in-hospital care. Barry expressed gratitude towards Confluence Health's willingness to assist LTC facilities in this manner. Barry explained to the Board that many agencies are coming together for the sake the savings lives during this public health emergency and that it is necessary for the Board to take action. Barry gave a brief summary of a Resolution that he would be proposing in his Administrator's report and the important role that the Health District will need to fill in this pandemic.

### **Board Discussion**

There was a follow-up discussion between the Board, Health District Administrator, Barry Kling, and Peter Rutherford, CEO of Confluence Health. The discussion stemmed on the COVID-19 situation, locally as well as state-wide, and the details of the presentation given during the Program Update.

### **Public Comment**

**Andy Davidson, Chelan County Fire District #1**, stated that he is the Operations Chief for the Fire District and he had concerns about the availability of personal protective equipment (PPE) for Fire District staff. Barry Kling, Administrator, gave a brief summary of the current PPE supply issues in the State and what is being done about it. Andy stated that he would like the opportunity to speak with Barry Kling, CDHD Administrator and Peter Rutherford, CEO of Confluence Health after the meeting. All parties agreed to meet briefly.

### **New Business**

**Barry Kling, Administrator**, mentioned that he would cover a Resolution request in his Administrator's report.

### **Unfinished Business**

**None**

## **Reports**

**Kandis Boersema**, Associate Administrator of Fiscal and Support Services, reported that through February 2020 with 17% of the year completed, the revenues were at 20.5% of budget and expenditures were at 14% of budget. Kandis stated that Department of Health will be on-site in April 2020 to conduct a routine fiscal monitoring visit of the grants provided to the Health District under Consolidated Contract.

**Carol McCormick, Associate Administrator for Personal Health**, reported that most of the Personal Health staff work has been diverted to focus on efforts related to COVID-19. Carol reported that the District paid for a hotel stay for a TB patient in Isolation for two weeks. The patient has now tested negative and has moved to Texas to stay with family. There are no new TB cases at this time.

**Veronica Farias, Health Communications Coordinator**, reported that outreach events have been put on hold due to COVID-19 and social distancing recommendations. Veronica reported that the CDHD website analytics show a dramatic increase in views. There are also a higher-than-average page views on the CDHD Facebook page and a high increase in followers. This is due to the public seeking out information regarding COVID-19 and the press releases that CDHD is posting.

**Barry Kling, Administrator**, introduced **Hilary Knelleken, CDHD's new Associate Administrator for Environmental Health**. Hilary stated that the Environmental Health programs are on-track with program work in relation to other years as shown in the reports. She also mentioned that she is interviewing candidates for the vacant On-Site Inspector position and that she may be ready to offer the position to a prospective candidate.

**Barry Kling, Administrator**, spoke to the Board about Proclamation 20-05 issued by Governor Jay Inslee which proclaimed that a State of Emergency exists in all counties in the state of Washington due to the worldwide COVID-19 outbreak. Barry explained what steps the District could take to assist in supporting our citizens in coping with this serious epidemic. Barry introduced Resolution 2020-001 which declares a state of emergency in the District as a result of COVID-19 and issues orders and authorizes specific actions to mitigate the impact of the virus. Barry read the document aloud and discussion with the Board followed.

**Kevin Overbay, Chelan County Commissioner, made a motion to adopt Resolution 2020-001, as written, declaring a state of emergency in the District as a result of COVID-19 virus. Dan Sutton, Douglas County Commissioner, seconded the motion and it passed unanimously.**

**Kevin Overbay, Chelan County Commissioner, made a motion to go into a Closed Session at 4:13 p.m. Doug England, Chelan County Commissioner, seconded the motion and it passed unanimously.**

**The Closed Session was adjourned at 4:19 pm.**

**Barry Kling, Administrator,** presented the final offer made to the Professional and Technical Employees Local 17 Union Members. The Union members are expected to vote on the offer and, if accepted, CDHD Administration would like board approval to quickly move forward on implementing the new agreement for all staff.

**Marc Straub, Douglas County Commissioner, made a motion to accept the final offer to the union. Kevin Overbay, Chelan County Commissioner, seconded the motion it passed unanimously.**

Jill Thompson, Board Chair, adjourned the regular meeting at 4:25p.m.

  
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Jill Thompson, Board Chair