

**Minutes
Board of Health Meeting
Chelan-Douglas Health District
January 28, 2019**

John Sterk, East Wenatchee City Council and Board of Health Chair, called the meeting to order at 3:01 p.m. and asked Doug England, Chelan County Commissioner and military veteran, to lead the attendees in the Pledge of Allegiance.

Board Members Present:

John Sterk, East Wenatchee City Council
John Alt, Mayor, City of Entiat
Doug England, Chelan County Commissioner
Dan Sutton, Douglas County Commissioner
Keith Huffaker, Wenatchee City Council (via conference call)
Jill Thompson, Waterville Town Council
Marc Straub, Douglas County Commissioner
Kevin Overbay, Chelan County Commissioner

Administrative Staff Present:

Barry Kling, Administrator and Environmental Health Director
Kandis Boersema, Associate Administrator, Fiscal and Support Services
Carol McCormick, Associate Administrator, Personal Health Services
Veronica Farias, Health Communications Coordinator
Lorena Orozco, Chief Deputy Registrar/Fiscal Assistant/Board Secretary

Introduction of New Members

John Sterk, Board Chair, formally introduced Kevin Overbay, Chelan County Commissioner and Douglas County Commissioner, Marc Straub, as the new representatives for the Board.

Election of Officers

Dan Sutton, Douglas County Commissioner, nominated Doug England, Chelan County Commissioner, to serve as 2019 Board of Health Chair. Jill Thompson, Waterville City Council, seconded the nomination and it carried unanimously.

Dan Sutton, Douglas County Commissioner, nominated Jill Thompson, Waterville City Council, to serve as Vice Chair. John Alt, Mayor of Entiat, seconded the nomination and it carried unanimously.

Public Present:

None

Consent Agenda

Jill Thompson, Waterville City Council, made a motion to approve the consent agenda that includes the December 17, 2018 Board Meeting Minutes, December Payroll in the amount of \$224,293.48, December Benefits in the amount of \$76,640.36, approval of payment of 2018 Vouchers No. 2018-0823 to 2018-0855 in the amount of \$35465.11, the approval of payment 2019 Vouchers No. 2019-0001 to 2019-0055 in the amount of \$38, 032.09 and the Consolidated Contract Matric including the following:

- 1. Consolidated Contract-CLH18238 Amendment 6-Maternal & Child Health Block Grant**
- 2. Consolidated Contract-CLH18238 Amendment 6-FFY19 WIC Program Management**
- 3. Consolidated Contract-CLH18238 Amendment 6-FFY20 WIC Program Management**
- 4. Consolidated Contract-CLH18238 Amendment 6-FFY20 WIC Program Management**
- 5. Consolidated Contract-CLH18238 Amendment 6-FFY16 Cascades USDA WIC Program Management**
- 6. Consolidated Contract-CLH18238 Amendment 6-FFY19 CSS USDA BF Peer Counseling**
- 7. Interlocal Agreement-Home Visiting Services Account: Nurse Family Partnership-DCYF Contract #18-1296**

John Alt, Mayor of Entiat, seconded the motion and it carried unanimously.

Program Update

Kandis Boersema, Associate Administrator, Fiscal and Support Services, provided a handout to the Board and gave an update of Support Staff Duties, Levels of Responsibilities and Provided Training. She stated that we

members and have one job vacant that we are looking to fill. She briefly described each support staff's job duties and the programs that they work in. She stated that many of the staff members have split positions and work in more than one program. She also reported that staff members receive ongoing training of District policies and job specific procedures and other job related trainings when available.

Board Discussion

None

Public Comment

None

New Business

Barry Kling, Administrator, presented a proposed Resolution 2019-001, regarding Foundational Public Health Services, whereas the Chelan-Douglas Health District Board of Health is asking the Washington State Legislature to recognize that public health is essential and provide funding to support core services in all communities and allow public health to rebuild its statewide system with added efficiency.

Dan Sutton, Douglas County Commissioner, made a motion to approve Resolution 2019-001. John Alt, Entiat City Council, seconded the motion and it carried unanimously.

Unfinished Business

None

Reports

Kandis Boersema, Associate Administrator of Fiscal and Support Services, reported that through December 2018, 100% of the year completed, the revenue was 100% of budget and expenses were 100% of budget.

Carol McCormick, Associate Administrator for Personal Health Services, gave a brief update of the personal health programs. She reported that they are starting a new program called Nurse-Family Partnership Home Visiting Program, and they are very excited to get started. She also reported that due to the measles outbreak, Cari Hammond, our immunization nurse, has been working very closely with the local schools to keep them informed

about measles. Carol reported at the time of the board meeting there are 35 confirmed cases in the Vancouver-Portland area and 11 unconfirmed cases. She also reported that Cari Hammond has agreed to accept the part-time Nurse Supervisor duties for the Nurse Family Partnership Program. Stephanie Snitily, our communicable disease nurse, agreed to temporarily attend meetings regarding infectious disease that our Epidemiologist had been attending. Both Stephanie and Cari are fielding a large number of phone calls from providers and the public regarding measles.

Veronica Farias, Health Communications Coordinator, gave an update on their new outreach goals for 2019. She stated that their goal is to attend 15 outreach events and focus more on cities outside of Wenatchee. Veronica also reported that she is working with Action Health Partners and Confluence Health to complete the Community Healthcare Needs Assessment for 2019. She also gave a brief update on our social media accounts and reported that they have been very proactive on advertising the new positions for the Nurse-Family Partnership Program.

Barry Kling, Administrator/Environmental Health Director, gave a brief update on the Land Use/Onsite and Food Programs. He briefly described each program and how well they are doing. Barry discussed food safety and answered questions from the Board regarding restaurant inspections.

Keith Huffaker, Wenatchee City Council, wanted to know if we had made any progress on the restaurant rating program and if we are considering on implementing such a program. Barry reported that we are working on putting together a food service advisory group that would consist of restaurant operators and food inspectors. The group would provide ideas and give their input and then report back to the Board with any recommendations. Barry believes that getting the industry's voice involved will help provide better service and knowledge to the public.

Doug England, Chelan County Commissioner and newly appointed Board of Health Chair, made a motion to adjourn the meeting at 4:09p.m.



Doug England, Chair