



# Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

## Chelan-Douglas Health District Board of Health Meeting Minutes – May 17, 2021

### Board Members Present:

Dan Sutton, Douglas County Commissioner	Kevin Overbay, Chelan County Commissioner
Jill Thompson, Mayor, Town of Waterville	Tiffany Gering, 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:

Luke Davies, Health Administrator	Malcolm Butler, CDHD Health Officer
Chuck Zimmerman, CDHD Attorney	Janet Perez, Board Secretary
Veronica Farias, Health Communications Director	

### 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 3:03 p.m.

### Consent Agenda –

- a. Approval of the April 19, 2021 Board Meeting Minutes
- b. Approval of April Payroll in the amount of \$ 253,083.42
- c. Approval of April Benefits in the amount of \$ 82,135.78
- d. Approval of Payment of 2021 Vouchers No. 20210319-20210385  
in the amount of \$ 415,331.99

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

### Program Update – Epidemiologist Update – Dr. Butler

Cases are at 110 per 100,000 for the last 14 days. In Chelan and Douglas counties, vaccination rates have been very high and, our local transmission is falling. Chelan County is fourth in the state with people fully vaccinated; Douglas County is in ninth place.

We are worried about variants and “imported” disease. Most schools are back to full classrooms and there has been no evidence of in class transmission. Masking in schools is still required. There are two out breaks, one at a long-term care facility and, one at a Tribal casino. The long-term care facility outbreak is two vaccine breakthrough cases, imported by a visitor. There were three additional Covid-19 mortalities in April.

We support continued masking when in confined spaces and around people unknown to you. We are awaiting further guidance from Department of Health and Labor and Industries. Discussion followed on sending a message from the Board encouraging the public to continue wearing a mask.

#### Vaccine Update – Administrator Luke Davies

Cases are rising in other countries. Long-term we need to be aware of variants that are coming up and continue to do contact tracing and give boosters. We have been working on the Covid-19 division team for the next 2-3 years. We will transition this out of Chelan-Douglas Health District when Covid-19 becomes like the flu.

The mass vaccination site has been a huge success, 61 percent of Chelan County's eligible population and 54 percent of Douglas County's eligible population are vaccinated. We are distributing 1,500 vaccines a week. We are forecasting it will take 6 to 12 weeks to hit our goal for 12 and older eligible children vaccinated. K-12 schools and community colleges are waiting until vaccines are authorized by the Food and Drug Administration to mandate vaccines.

We are working closely with regional partners to deliver vaccine to long-term care facilities, jails and vulnerable populations. We are working with Rey Eickmeyer on creating a timeline with dates to give reoccurring access to rural cities to offer them the vaccine.

#### Public Comment – No Public Comments

#### Board Discussion

##### a. Environmental Health Outstanding Food Permits- Rob Eastman

Prior to the Covid-19 pandemic, food establishment permit cycles were from February 1 to January 1. With Covid-19, permit renewals were extended to April 30. Prior to Covid-19, on the first day after expiration we would go and close the establishment. We currently have 55 outstanding permits.

This week we will contact businesses via phone to notify them of their permit renewal. The Board of Health would like to put a timeline in place, give establishments a deadline of June 7 and then check on the establishments. If they are still operating without a permit renewal after the deadline, then close the establishment.

##### b. COVID-19 Overtime Compensation – Luke Davies

Health Administrator Luke Davies would proposed paying compensatory time and overtime spent on working through the pandemic to Chelan-Douglas Health District employees with CARES ACT funds. There is still a significant amount of funds; CARES ACT funding is scheduled to expire June 30.

Mayor Jill Thompson moved to approve expenditure of up to \$95,000 in CARES ACT funds to pay comp time and overtime for CDHD employees, Mayor Jerrilea Crawford seconded the motion and the motion passed unanimously.

Unfinished Business

a. IT Infrastructure Improvements /Cybersecurity

Chelan-Douglas Health District had two cyber-attacks last week. We received a call from the FBI notifying us that we were a part of a sweep. We contacted Local Tel. Local Tel came in, and located 20 computers with open doors but no executables. Local Tel cleaned the computers to prevent further access.

Thursday we had a phishing attempt through an employee's email. We have contacted our insurance company to look at what our risks are and, to conduct a forensic review.

We are using one back up and unplugging the backup so that it is not connected to our system. We are evaluating a Cyber security overhaul. We will talk to our insurance company first and then look at costs.

Reports

Fiscal/Human Resource Report – Health Administrator Luke Davies

Health Administrator Luke Davies presented the Board with the 2021 budget.

The Human Resource consultants have been working on recruitment. We have hired an Operations Director, Diane Forhan. We have also hired a WIC Coordinator and, we are in the process of interviewing and offering employment to Environmental Health candidates. We are working closely with our Human Resource consultants on job analysis for the entire staff.

Personal Health Report – Luke Davies gave the Personal Health report

Monthly report provided in the packet. Discussion followed.

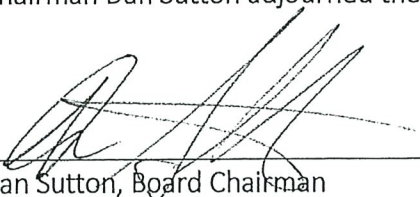
Health Communications Report – Veronica Farias gave the Health Communications report

Monthly report provided in the packet. Discussion followed.

Health Administrator Report – Health Administrator Luke Davies

The Onsite program has doubled the numbers on applications. We will be hiring to take on the extra workload and, to meet state deadlines. We will have a pool intern this summer working on pool inspections.

Chairman Dan Sutton adjourned the meeting at 4:31 pm.

  
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Dan Sutton, Board Chairman

  
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Janet Perez, Board Secretary

