



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Chelan-Douglas Health District Board of Health Meeting Minutes – February 22, 2021

Board Members Present:

Dan Sutton, Douglas County Commissioner
Jill Thompson, Mayor, Town of Waterville
Marc Straub, Douglas County Commissioner
Jerrilea Crawford, Mayor, City of East Wenatchee
Travis Hornby, Wenatchee City Council (alternate)

Kevin Overbay, Chelan County Commissioner
Tiffany Gering, Chelan County Commissioner
Sharon Waters, Leavenworth City Council

Staff Present:

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

Malcolm Butler, CDHD Health Officer
Cari Hammond, Personal Health Director
Joyous Van Meter, Epidemiologist & RERC

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 3:02 p.m.

Consent Agenda –

- a. Approval of the January 25, 2021 Board Meeting Minutes
- b. Approval of January Payroll in the amount of \$ 251,176.66
- c. Approval of January Benefits in the amount of \$ 90,637.93
- d. Approval of Payment of 2020 Vouchers No. 20210051-20210137 in the amount of \$282,597.60

Mayor Jerrilea Crawford moved to approve the consent agenda, Mayor Jill Thompson seconded the motion and the motion passed unanimously.

Program Update –

- A. Epidemiologist Update – Joyous Van Meter
 - a. 9,390 Cases in Chelan Douglas County – 5 new cases on Friday
 - b. Down to 186 per 100,000 for the last 14 days
 - c. Last week- 116 Positives & 1,813 Negatives
 - d. Increase in cases in the 10-19 age group
 - i. 20% of new cases
- B. Vaccine Update – Health Administrator Luke Davies
 - a. Last 2 weeks
 - i. 1 week of Booster Shots
 - ii. There was a delay on vaccines due to the weather

1. Today two providers received vaccines
 - b. People who missed their booster shot are still in the golden window
 - i. Providers will be scheduling these vaccines as soon as possible
 - c. Town Toyota Center
 - i. There have been no delays on Boosters
 - ii. Booster shots were priority last week
 - iii. This week – primarily giving Booster shots
 1. Working on getting the Latinx Community vaccinated
 - iv. 24,500 vaccines have been given
 - d. Working closely with neighbors, making sure vaccine is given to providers when available
- C. Human Resources & Fiscal Consultants – Health Administrator Luke Davies
- a. One Digital kick off on Friday February 19
 - i. Reviewing job descriptions and processes at the Heath District
 - ii. Updating Health Districts policies
 - iii. Recruiting for key positions
 1. Environmental Health Director
 2. Operations Manager
 3. PHN I
 4. Contact Tracing Manager
 - b. Cordell, Neher, & Company, PLLC.
 - i. Onsite two day Assessment this week
 1. Concrete suggestions
 - a. More information on the assessment for the next Board of Health meeting
 - ii. Diane Forhan, Former Health District Employee has come back to help with CDHD finances
 1. Working on FEMA funding
 - a. 75/25 percent reimbursement for PPE, Contact tracing and, Incident Management
 - b. Evaluating FEMA purchases
 2. Department of Health funding
 - a. 100 percent reimbursements
 3. Allocating properly

Mayor Jill Thompson moved to authorize the Administrator to move forward with hiring to fill the vacant non-union supervisory level employee positions, subject to prior approval by Board Chair Sutton and Board Vice-Chair Overbay. Commissioner Marc Straub seconded the motion and the motion carried unanimously.

Mayor Jerrilea Crawford moved to delegate authority to the Administrator, with the prior approval of Board Chair Sutton and Board Vice-Chair Overbay, to make changes to job descriptions and the CDHD organizational chart, and to make hiring decisions. Commissioner Straub seconded the motion and the motion carried unanimously.

Health Officer's COVID-19 Report – Dr. Butler

Incidence finally down under 200 per 100,000 in the last 14 days. There have been 10 additional mortalities. Our healthcare system is doing well. B117 variant is being detected through the PCR test; only a fraction of the tests are screened for B117. For B117, we recommend the highest quality masking available and or double masking. Our schools are doing well; no outbreaks reported, and sports should start resuming later this week. Discussion followed.

Public Comment – No Public Comments

Board Discussion

- A. Review of Deaths – Health Administrator Luke Davies
 - a. Time allocation on Covid Deaths by Dr. Butler
 - i. Department of Health has certain requirements
 - ii. The review process is very intensive

Health Administrator Luke Davies requested clarity from the Board of Health on the time Dr. Butler needs to spend on reviewing Covid Deaths

Mayor Jill Thompson moved to stop Dr. Butler's intensive review of COVID deaths. Councilwoman Sharon Waters seconded the motion and the motion carried unanimously.

New Business – Health Administrator Luke Davies

- A. Future Vaccine Planning and Storage for the Health District
 - a. Start looking at 3-6 month Vaccine distribution with our neighboring partners
 - i. Okanagan and Grant County
 - b. 100 percent reimbursement for Vaccine Planning through Department of Health
 - c. Health District needs to have a cold storage to hold Vaccines for future boosters
 - i. Ultra cold frozen storage to hold Pfizer at -73 degrees Celsius
 - 1. Store 5,000 doses
 - a. Doses will be used for our partners, mobile clinics, etc.
 - ii. Cost – to acquire ultra-cold storage
 - 1. Storing 3,000 to 5,000 doses
 - 2. Monitoring system

Council member Travis Hornby moved to authorize Health Administrator Luke Davies to purchase cold storage unit options using funding from FEMA and the Department of Health. Vice Chair Kevin Overbay seconded the motion and the motion carried unanimously.

Unfinished Business:

- A. IT Infrastructure Improvements – Health Administrator Luke Davies
 - a. Evaluating backup storage
 - i. Key Methods cost is 4,000 plus 1,000 monthly fee
 - ii. Looking at other options with HIPPA compliance
 - b. Docking stations and laptops for all employees
 - i. Laptops for remote work and off site inspections
 - 1. 20-30 Laptops and Docking stations
 - 2. Some employees are using their own personal computers
 - ii. Department of Health funding reimbursement

Reports -

Fiscal Report – Health Administrator Luke Davies gave the Fiscal report Monthly report provided in the packet. Discussion followed.

Personal Health Report – Cari Hammond 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

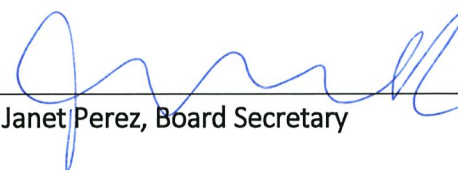
Health Administrator Report –

Scott Reynolds has moved in to the Solid Waste position. Rob Eastman has been following up with food complaints on kitchens operating without permits. Renewal for food permits are coming up in April, letters will be going out this week. Building permits are at an all-time high this year and new inspections have doubled.

Chairman Dan Sutton adjourned the meeting at 4:44 pm.



Dan Sutton, Board Chairman



Janet Perez, Board Secretary