



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Chelan-Douglas Health District Board of Health
Meeting Minutes – July 19, 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

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

Staff Present:

Luke Davies, Health Administrator
Cari Hammond, Personal Health Director
Chuck Zimmerman, CDHD Attorney
Veronica Farias, Health Communications Director

Malcolm Butler, CDHD Health Officer
Janet Perez, Board Secretary
Kent Sisson, RERC
Diane Forhan, Operations 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 3:02 p.m.

Consent Agenda –

- a. Approval of the June 21, 2021 Board Meeting Minutes
- b. Approval of June Payroll in the amount of \$ 243,622.10
- c. Approval of June Benefits in the amount of \$ 81,773.38
- d. Approval of Payment of 2021 Vouchers No. 20210515-20210585
In the amount of \$ 302,335.50
- e. Approval of the Contracts Matrix

Vice Chair Kevin Overbay moved to approve the June Board meeting minutes. Councilwoman Ruth Esparza seconded the motion and the motion passed unanimously.

Commissioner Marc Straub moved to approve the financial section of the Consent Agenda. Mayor Jill Thompson seconded the motion and the motion passed unanimously.

Mayor Jill Thompson moved to approve the Contracts Matrix of the Consent Agenda. Mayor Jerrilea Crawford seconded the motion and the motion passed unanimously.

Program Update –

- a. Epidemiologist Update – Health Officer Dr. Butler

Cases are at 90.8 per 100,000 for the last 14 days. There is a slight up-tick across the state and locally. We have another uptake in cases this July. Forty-four percent of cases across the state are from the Alpha

Variant with a 12 percent vaccine breakthrough from the Delta Variant. The Delta Variant is squeezing out other variants.

There are two outbreaks in long-term care facilities and one at an agriculture setting. There was one Covid-19 mortality this month.

b. Vaccine Update – Administrator Luke Davies

We shifted from the mass vaccination site to our mobile unit on July 1. We are increasing our mobile vaccination, making sure we are getting out and vaccinating more individuals. The Department of Health has been running some of our epidemiological analysis; so far, we are seeing a community wide spread. We have University of Washington interns that are gathering data for us based on zip code and population. 66 percent of Chelan County's eligible population and 59 percent of Douglas County's eligible population are vaccinated.

c. Announcement from the Health Officer

Health Officer Dr. Butler will step down as Chelan-Douglas Health District's officer and will resume his duties with Columbia Valley Community Health. He will serve as the Districts Health Officer until August 31. There will be an interim Health Officer meanwhile a Health Officer is appointed.

Board Discussion

Commissioner Tiffany Gering had a question on how the new Health Officer is appointed. Health Administrator, Luke Davies said there is a nearby Health Officer that may take on the interim position. He will be looking at several individuals in the next couple of months; the Health Officer will be selected and appointed by the Board.

Public Comment –

Chair Dan Sutton opened the floor to public comment. Nikki Moser had a question for Dr. Butler on positive cases in vaccinated people and, provided a comment in support of the Unmask our Kids Campaign. Becki provided a comment in support of the Unmask our Kid's Campaign. Dr. Allen provided a comment in favor of the Unmask our Kid's campaign. Heidi Hartnell provided a comment in favor of the Unmask our Kid's Campaign. Angela provided a comment in favor of the Unmask our Kid's Campaign. Corinne provided a comment in favor of the Unmask our Kid's Campaign. Many other members of the public made additional comments in support of the Unmask our Kid's Campaign.

New Business

a. Capital Improvements

Prior to the pandemic, there has been limited investment from state and federal authorities to Local Health Jurisdictions infrastructure. With current funding streams, American Rescue Plan Act and FEMA, we can collaborate with counties and cities to help modernize the Health District. We will present quotes to stakeholders to secure funding. Somethings the district is looking to improve or replace is the Elevator, Hvac system, cubical furniture, security for the building, building maintenance and, our IT infrastructure. We want to begin discussion regarding ARPA funding from counties and cities to collaborate to improve Chelan-Douglas Health District. The Health District will begin the process to quote out infrastructure and capital improvements. We will contract out with Chelan County DNR to purse relevant FEMA PA funds to help cover capital improvements.

b. Inventory for Surplus

We would like to move technology procured from 2000 to surplus. In the future, we will look at surplus technology depending on what the equipment is.

Mayor Jill Thompson moved to declare the items listed in the Board packet memo surplus and to authorize the District Administrator to dispose of the items in the manner he deems most economically beneficial to the District. Commissioner Marc Straub seconded the motion and it passed unanimously.

Unfinished Business

Reports

Fiscal Report – Diane Forhan

We are caught up through May on our finances. Our new Contracts and Procurement Manager is working on the reimbursement for FEMA grants. We have a Financial and Accountability audit scheduled for September 7.

We hired an internal applicant for our Fiscal Assistant position. We are currently purging records and inventory while following the guidelines for record retention.

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 – Health Administrator Luke Davies

We have hired two additional inspectors for our Onsite program, who are focusing on the Onsite applications. We have had 20 private water permits and 129 Onsite permit applications.

The Food program is back up and running, they are going out and completing inspections.
The Solid Waste department is working closely with ecology and the Department of Health on a new compose site.

Human Resources will be onboarding four new employees this month. We still have three vacant positions, an IT specialist, Accountant and an Environmental Health Clerk. We also have three Epidemiologist positions we will be recruiting. We have hired on Kent Sisson as our Regional Emergency Response Coordinator. He will be helping with Vaccine work and other Health District business.

We will be having a three-day workshop in August to work on new procedures and policies. We will potentially do a soft opening in August; otherwise, we will open on September 5.

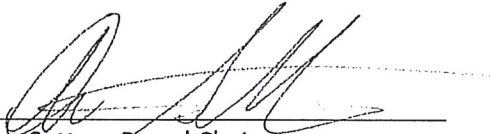
Executive Session RCW 42.30.110(1) (I)

At 4:40pm, Chairman Dan Sutton called for an executive session to discuss litigation with legal counsel.

Mayor Jerrilea Crawford moved to approve the executive session with legal counsel. Commissioner Marc Straub seconded the motion and the motion passed unanimously.

Chairman Dan Sutton adjourned the meeting at 5:05 pm after the Executive Session.

Closed Session RCW 42.30.140(b) – Collective Bargaining



Dan Sutton, Board Chairman



Janet Perez, Board Secretary