



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Chelan-Douglas Health District Board of Health Meeting Minutes – September 20, 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
Sharon Waters, Leavenworth City Council
Tiffany Gering, Chelan County Commissioner

Staff Present:

Luke Davies, Health Administrator
Cari Hammond, Personal Health Director
Erin McCool, CDHD Attorney
Veronica Farias, Health Communications Director
Rob Eastman, Environmental Health Director

Dr. James Wallace, CDHD Interim 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 August 16, 2021 Board Meeting Minutes
- b. Approval of August Payroll in the amount of \$280,517.78
- c. Approval of August Benefits in the amount of \$85,619.59
- d. Approval of Payment of 2021 Vouchers No. 20210711-20210825
In the amount of \$265,651.30
- e. Approval of the Contracts Matrix

Upon request for input from the Commissioners, Erin McCool, Chelan-Douglas Health District Counsel requested the Board to amend the agenda for today to include a closed session for Union negotiations and add a possible action item under new business to replace item f. under new business, which should be stricken.

Mayor Jerrilea Crawford moved to approve the Consent Agenda and to amend the agenda to include a closed session with possible action on Union negotiations replacing item f. under new business. Commissioner Marc Straub seconded the motion and the motion passed unanimously.

Program Update –

- a. Introduction of Interim Health Officer Dr. James Wallace

Health Administrator Luke Davies introduces Dr. James Wallace as the new Interim Health Office for Chelan-Douglas Health District. Dr. James Wallace is the Health Officer for Okanogan County and the Chief Health Officer for Family Health Centers. Health Administrator Luke Davies is glad to have him join the Health District and looks forward to working together. Health Officer Dr. James Wallace spoke about his

background and interest in Public Health. He looks forward in working with Chelan Douglas Health District and the Board.

At 3:11 PM - Chair Dan Sutton called for a 15-minute closed session to discuss Union Negotiations RCW 42.30.140(4). Closed session ended at 3:26pm.

b. Epidemiologist Update

There is a significant increase in cases throughout the state, but we are seeing a leveling with slight increases. There are rises in some of the larger areas with a lot of community spread. Hospitalizations continue to rise, as of today there are 54 hospitalizations at Confluence Health. There were nine mortalities in August, primarily in unvaccinated people and people with compromised immunities. There have been 15 mortalities for September. Idaho is in crises standards of care, they are treating patients in hallways and conference rooms. They have to prioritize who receives medical help.

The Governor has mandated masking indoors and at events with over 500 people in attendance. There is a significant increase in vaccinations in 20 to 34 year olds. Chelan County has 74.5 percent of their eligible population vaccinated and, Douglas County has 67.7 percent of their eligible population vaccinated. Local clinics and staff are making sure we provide vaccines to everyone. Pediatric vaccines are planned for this fall; five to 11 year olds may be eligible in October. People 65 and older will be eligible for booster shots this fall. Medical clinics are very busy. We will be asking local pharmacies to help people get their third dose and the Health District will be getting their mobile unit up and running to help give vaccines. The CDC has recommended continuing with the same vaccine initially taken for the booster shot.

Monoclonal antibodies provide short-term antibodies to reduce viral load. It is given early on in the infection to reduce serious illness in high-risk patients. Allocations in Washington are being distributed through the Department of Health. Health Officer Dr. Wallace is helping to build out screening criteria to prioritize the highest risks across North Central Washington. We are trying to increase our testing to catch early symptoms. Monoclonal antibodies is not as effective at preventing severe diseases. Vaccination remains the best way to reduce the disease.

Board Discussion

Public Comment –

No Public Comment

Commissioner Marc Straub moved to amend the agenda to include item G under New Business, the New RCW Governing the Board of Health. Vice Chair, Commissioner Kevin Overbay seconded the motion and the motion passed unanimously.

New Business

a. North Central Accountability Community of Health Hosting Agreement Resolution

In August, NCACH met and reviewed their future, in conversations with the Health District they looked at whether they would continue to be hosted by the Health District. The NCACH Board voted to discontinue

the Health District hosting agreement. The NCACH goal is to complete the separation on or before December 31, 2021.

Mayor Jill Thompson moved to approve the District NCACH hosting agreement termination Resolution 2021-002. Councilwoman Sharon Waters seconded the motion and the motion passed unanimously.

b. Settlement and Release Agreement for District share of parking lot maintenance expenses through August 31, 2021, and for Insurance payments through November 1, 2021

The Health District owns an easement on a portion of the parking lot located on the neighboring dental office property. The easement permits the parking lot owner to bill the Health District for a share of the parking lot maintenance costs. The parking lot owner has never billed the Health District and this settlement agreement will document payment of the unbilled charges by the District in the amount of \$16,000.

Vice Chair Kevin Overbay moved to approve the settlement agreement as presented. Commissioner Marc Straub seconded the motion and the motion passed unanimously.

c. Interlocal Agreement Chelan County DNR

The Health District is looking for support in applying for FEMA funding. There has been a lack of FEMA support for applying for reimbursements. Health Administrator Luke Davies has been working with Mike Kaputa of the County to submit work orders and to seek FEMA funding.

Mayor Jill Thompson moved to approve the Interlocal Agreement. Mayor Jerrilea Crawford seconded the motion and the motion passed. Chelan County Commissioners Tiffany Gering and Kevin Overbay abstained from discussion and participation in the vote.

d. Billboard Approval for 2022

The Health District is looking at three billboards to help with COVID messaging through 2022. The billboards are located on Sunset Highway, First Street in Wenatchee and Maple Street. The Health District will pay the cost of \$23,400 using funding from multiple sources.

Mayor Jill Thompson moved to approve the Billboards proposal for Chelan Douglas Health District COVID messaging. Commissioner Marc Straub seconded the motion and the motion passed unanimously.

e. Preliminary Budget for 2022

Operations Director Diane Forhan presented the first page of the preliminary budget for 2022 to the Board. Diane has been working very hard on the budget. The Health District is still looking at COVID funding for 2021, they plan to put some of the surplus in reserves. The budget will be presented in upcoming Board meetings with approval planned for the December Board meeting.

f. Union Negotiations

Mayor Jill Thompson moved to approve the changes to the Collective Bargaining Agreement approved by the Union and to authorize the Health Administrator to incorporate these agreed changes to the Collective Bargaining Agreement into a final document to be signed by the Administrator. Commissioner Marc Straub seconded the motion and the motion passed unanimously.

g. New RCW Governing the Board of Health – House Bill 1152

The make-up of the Board will be different in 2022 because of HB 1152. There are preliminary rules provided to Health Boards. All Health Boards will have until July 26, 2022, to implement them. Health Boards can now start the process of modifying the board make-up and complying with the modifications required by House Bill 1152. Recruitment and board placement falls on the two Boards of County Commissioners.

The law requires two commissioners from each county to sit on the Board and one tribal member since there is tribal trust land in the District. The elected officials cannot outnumber the unelected officials. The tribal member is considered an unelected official. The Board discussed rotation of large city and small city representation and, a timeline with statutory requirements to implement the new board by the beginning of the year before they are required to do so. Vice Chair Kevin Overbay will provide the Board members with statutory guidelines. Chair Dan Sutton and Vice Chair Kevin Overbay will put something together and present it to the Board prior to the next Board meeting.

Unfinished Business

a. Capital Improvements

Health Administrator Luke Davies worked with Commissioner Marc Straub to go over proposals and provide guidance. The Health District is starting the bid process for the elevator. The Health Administrator will continue to work with Commissioner Marc Straub and will have more details at the next Board meeting. Commissioner Straub is looking at ARPA funding to help with the weight. The Health District is also working on two other bids for a Security System and, a keyless entry system.

Reports

Fiscal Report – Diane Forhan gave the Fiscal report

Financial report provided in the packet.

Diane is catching up on billings from last year; there are high amounts due to the mass vaccine site. The Health District is in the middle of their audit, it is being done remotely. The Board will be receiving an email for the entrance meeting from the auditor.

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.

Environmental Health Report- Rob Eastman

The Solid Waste program is finishing third quarter inspections. There were 18 solid waste complaints. They are close to finishing the permit for the site outside of Leavenworth. The Onsite Program revenue is up by 10,000.

The Food Program completed 29 inspections. This year's fair inspections went well; the number of food permits this year was lower than previous years. There were five new establishments opened. The Food program continues to be short staffed, they will have one inspector split their time between the Food Program and the Onsite Program at the end of September. The Health District is recruiting for an Environmental Health Specialist for the Food Program.

Health Administrator Report – Health Administrator Luke Davies

The Health District is set to open to the public October 1. They will be open four days a week through the end of the year. Health Administrator Luke Davies is making sure they keep their employees safe as they open to the public. The Health District had new hires in July and August. The COVID team continues to work with the Department of Health on contact tracing. The Health District is functioning as a Health Jurisdiction and is trying to keep a positive momentum.

Chairman Dan Sutton adjourned the meeting at 4:59 pm.



Dan Sutton, Board Chairman



Janet Perez, Board Secretary

