



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

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

Board Members Present:

Dan Sutton, Douglas County Commissioner
Sharon Waters, Leavenworth City Council
Marc Straub, Douglas County Commissioner

Kevin Overbay, Chelan County Commissioner
Tiffany Gering, Chelan County Commissioner
Jerrilea Crawford, Mayor, City of East Wenatchee

Staff Present:

Luke Davies, Health Administrator
Cari Hammond, Personal Health Director
Erin McCool, CDHD Attorney
Diane Forhan, Operations Director

Dr. James Wallace, CDHD Interim Health Officer
Janet Perez, Board Secretary
Kent Sisson, RERC
Rob Eastman, Environmental Health 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 October 18, 2021 Board Meeting Minutes
- b. Approval of October Payroll in the amount of \$ 312,732.58
- c. Approval of October Benefits in the amount of \$ 94,090.23
- d. Approval of Payment of 2021 Vouchers No. 20210911 -20211018
in the amount of \$ 597,415.82
- e. Approval of the Contract Matrix

Commissioner Marc Straub moved to approve the Consent Agenda. Vice Chair, Kevin Overbay seconded the motion and the motion passed unanimously.

Program Update –

- a. Epidemiologist Update

Health Officer, Dr. James Wallace

Chelan and Douglas County cases are a bit higher than State and National averages. We continue to see lower rates in the past 7 days. Chelan-Douglas Health District have a great collaboration between community health partners, one of the strongest collaborative Districts in efforts of treatment and prevention. We are doing a great job in non-pharmaceutical preventions. There has been very few transmission cases within schools. Schools are doing a great job with following their protocols.

Health Administrator, Luke Davies

Chelan and Douglas County are at 550 per 100k. Hospitals are seeing a decrease in COVID19 patients but there is still a high number of patients in Intensive Care Units. As of November 18, there have been 127 mortalities in Chelan and Douglas County. Governor Inslee will be adopting the Federal Mandate for

employers over 100.

The Center for Disease Control made recommendations for Pfizer, Moderna, and Johnson and Johnson booster shot for all 18 and older. Booster shots are available at providers and pharmacies. The Health District has received allotments for Pediatric Vaccines for 5-11 year olds. Pediatric vaccines are given by Chelan-Douglas Health District, local providers and pharmacies; information is on the Health Districts website. The Health District administered 600 doses the first week and 200 this past weekend of Pediatric Vaccines. They are hoping community members can vaccinate their children 5-11 year olds in the next 9-12 weeks.

Board Discussion

There were no general Board comments.

Public Comment

Community member Bill Sullivan readdressed his concerns in regard to the Board's lack of recognition on specific risk in vaccinating children ages 5-11 year olds, and in virus transmission in children 5-18 year olds.

New Business-

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

Washington State Health Boards need to appoint a new board for 2022. The new board makeup will be a small city representative and a large city representative plus two commissioners from each county. The small city representatives will come from the opposing large city. Since there is Trust land in Chelan County, the Board will need to have one Tribal representative. They will not have the final rule until July of 2022. Boards can move forward with the process. The Board needs to decide on a six-member or eight-member board. Commissioner Marc Straub thinks it is important to stay at a 12-member board for an easily managed board.

The board had the executive team put together an application; it was reviewed by legal. Vice Chair, Kevin Overbay suggests sending out the application next week to surrounding areas. Applicants can apply via online or print copy. The application closing date will be the Friday prior to the board meeting in January, January 14. The Board will look at the applications in the January Board meeting and give recommendations to the Commissioners of both counties.

Chelan County Public Information Officer will work on getting the information out to the public. The Board can utilize community resources to make sure folks have access to the application. They can connect with the library for access to a computer.

Unfinished Business

a. Preliminary Budget for 2022

Diane Forhan presented the Preliminary Budget Summary for 2022 with the reoccurring revenue and expenses, the nonrecurring revenue, ARPA funding from the counties and cities, and the capital improvements for the Health District. Discussion followed.

b. Capital Improvements

a. Sole Source Resolution 2021-004

The Sole Source Contract with Smart GOV was discussed in October's Board meeting. Smart GOV will help connect the Health Districts Environmental Health system with Chelan and Douglas County.

Commissioner Marc Straub moved to approve Resolution 2021-004. Councilwoman Sharon Waters seconded the motion and the motion passed unanimously.

b. Bids for Surveillance Cameras and Keyless Entry

The Health District received two bids, one for surveillance cameras and one for keyless entry. The bids were due Friday, November 19. The District will wait a week to make time for the mail to come in. The Health District has requested a board member to come next week and open the bids, Mayor Jerrilea Crawford offered to come in and help.

Reports

Fiscal Report – Diane Forhan gave the Fiscal Department report.

A financial report was not provided in the packet; EDEN has been down for a week. Diane Forhan will provide the Board with a financial report in the coming week. The Audit will be wrapping up; there will be a meeting in December. The Health District will need to upload the audit to the Federal Audit Clearing House by March 31, 2022. The Health District signed a contract with ADP for a payroll system; Diane is working on opening a bank account with Key Bank for the new system. The Fiscal department had contract training last week; they have been working on updating the fiscal policies in response to the Department of Health Fiscal monitoring.

Personal Health Report – Cari Hammond gave the Personal Health report.

Monthly report provided in the packet. Discussion followed.

Health Communications Report – Luke Davies gave the Health Communications report.

The Group Health Foundation renewed the Health Districts Equitable Response & Recovery grant for an additional 100k. The Health District will be hiring a new Communications and Outreach Coordinator; they will be starting in December. The outreach team continues to support the COVID division with vaccine clinics and pre-registration. The outreach team is connecting with the agriculture industry to assist with pre-registration or possible on-site clinics.

The communications team continues to have COVID updates on both social media platforms & the Districts website and, share information regarding the Department of Health's "Knock out Flu" campaign. The Health District's electric reader-board is up and running facing SR28. They are currently working on a winter/holiday mailer for the community.

Environmental Health Report- Rob Eastman gave the Environmental Health report.

Monthly report provided in the packet. Discussion followed.

Health Administrator Report – Health Administrator Luke Davies

The Health District still has open positions in the COVID-19 Division and some Epidemiology positions. The District has been open and assisting community members since October 4. The Health Administrator would like to recognize the COVID-19 Team and the Chelan Douglas Health District Team for their hard work these last two years during the COVID-19 pandemic.

Chairman Dan Sutton adjourned the meeting at 4:06 pm.



Dan Sutton, Board Chairman



Janet Perez, Board Secretary