



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Chelan-Douglas Health District Board of Health Regular Meeting Minutes – June 27, 2022

Board Members Present (quorum):

Kevin Overbay, Chelan County Commissioner (1)	Dan Sutton, Douglas County Commissioner (3)
Marc Straub, Douglas County Commissioner (4)	Jerrilea Crawford, Mayor, City of E. Wenatchee (5)
Sharon Waters, Leavenworth City Council (6)	Bindu Nayak, Endocrinologist (7)
Marissa Smith, MSN, RN (8)	Bill Sullivan, Hydrologist (9)
Alma Chacon, Executive Director (10)	Maria Hansen, Alternate (11)

Board Members Absent:

Joseph Hunter, Recovery Coach Network Manager (11)
Tiffany Gering, Chelan County Commissioner (2)

Alternate Board Members Present:

Daniel Moody, Alternate (10)	Michael Peterson, Alternate (8)
Carin Smith, Alternate (9)	

Staff Present:

Luke Davies, Health Administrator	Rob Eastman, Environmental Health Director
Janet Perez, HR Specialist	Veronica Farias, Communications Director
Chuck Zimmerman, CDHD Attorney	Kent Sisson, RERC
Diane Forhan, Operations Director	Hollie Casey, Clerk of the Board
Cari Hammond, Personal Health Director	Dr. James Wallace, Interim Health Officer

Public Present

Meeting was held in person and via Zoom and phone conferencing with members of the public listening to the meeting.

Meeting – Chair Kevin Overbay called the meeting to order at 3:05 p.m. The Chair noted that the new Members of the Board were present and welcomed them. He then asked the Clerk of the Board to take roll call.

Consent Agenda –

- a. Approval of the May 16, 2022 Board Meeting Minutes
- b. Approval of May Payroll in the amount of \$267,590.86
- c. Approval of May Benefits in the amount of \$88,200.33
- d. Approval of Payment of 2022 Vouchers No.20220402-20220494
in the amount of \$407,274.06
- e. Approval of the Contract Matrix

Commissioner Dan Sutton moved to approve the May 16, 2022 Board Meeting Minutes. Commissioner Marc Straub seconded the motion and the motion passed unanimously.

Member Marissa Smith moved to approve the May Payroll in the amount of \$267,590.86. Mayor Jerrilea Crawford seconded the motion and the motion passed unanimously.

Mayor Jerrilea Crawford moved to approve the May Benefits in the amount of \$88,200.33. Commissioner Dan Sutton seconded the motion and the motion passed unanimously.

Member Bill Sullivan moved to approve the Payment of Vouchers No. 202204042-20220494 in the amount of \$407,274.06. Commissioner Marc Straub seconded the motion and the motion passed unanimously.

Mayor Jerrilea Crawford moved to approve the Contract Matrix. Commissioner Marc Straub seconded the motion and the motion passed unanimously.

Program Update –

a. Epidemiologist Update

Interim Health Officer, Dr. James Wallace:

Dr. Wallace began his presentation with a Covid update. He stated that Covid cases are still very active and the District is still doing a lot of work for Covid. He reminded all that we are still in the middle of a surge. While cases in Washington State are declining, Eastern Washington does have a higher case rate than Western Washington but there is no way to verify the accuracy due to more home testing and lack of reporting or testing due to mild symptoms. Covid is trending down across the US, there are more hospitalizations but not as much as we have previously seen. The BA2 variant is still slowing down, but will open up to more BA2 variants. BA4 and 5 cases are growing, but it doesn't seem to have an increase in severity. This surge has not had the same devastating impacts on health care facilities as previous variants. This is due in part to covering the highly vulnerable populations. Great outreach work has also helped fill in the gaps in getting ethnic groups and wide age ranges vaccinated. The Monkey Pox disease is spreading through the US with four cases in Washington State so far, but there are no concerns of pandemic proportions at this time. Dr. Wallace reminded all to contact the Health District if you are symptomatic. It is tick season and ticks are very common in Washington State. Although disease from ticks affecting people are pretty rare, be vigilant in checking yourself and pets for ticks. If a tick is located on the body or a pet and there is concern for disease, the State has resources for sending ticks in for testing. Rabies are common in bats as we see more of them this time of year. Please contact the Health District with rabies related concerns or questions. The Avian Flu is still present in Washington State, but no reports in Chelan or Douglas counties yet. Dr. Wallace suggests protecting your flocks and reporting any poultry illness. Approaching the hottest time of the year, we were reminded of heat exhaustion and smoke preparedness. It's a great time to work with community partners on preparedness.

Board Discussion –

There was a discussion about the new Members taking the Oath of Office- the District will provide this to the new Members to sign.

Moving forward, the Consent Agenda will be voted on in one motion, it was broken into individual motions this meeting to get the new Members familiarized with the items on the Consent Agenda.

Member Bill Sullivan presented vaccine information to share with the Members and will send the information to the Clerk of the Board to send out to all of the Members.

Public Comment –

No Public Comment.

New Business-

- a. Health Insurance Portability and Accessibility Act (HIPAA) Hybrid Entity Resolution 2022-003
Cari reviewed the resolution with the group. Cari explained the resolution is intended to designate certain functions to HIPAA and healthcare associated records. The hybrid allows the District to delineate between programs. This will help to differ between HIPAA related data and non-HIPAA related data. Board discussion followed.

Mayor Jerrilea Crawford moved to approve the Health Insurance Portability and Accessibility Act (HIPAA) Hybrid Entity resolution 2022-003. Commissioner Dan Sutton seconded the motion and the motion passed unanimously.

Unfinished Business

- b. Request for qualifications – Architect/Design Proposals
Diane reviewed the proposal provided in the packet with the group. The District would like this proposed request for qualifications to be approved for advertisement for the District to receive proposals. Once the District receives proposals, it will come back to the Board for final review.

Commissioner Dan Sutton moved to approve the Request for qualifications – Architect/Design Services – Proposals. Commissioner Marc Straub seconded the motion and the motion passed unanimously.

Reports

Fiscal Report – Diane Forhan provided the Fiscal Department report.

With 42% of the year complete, the District's revenue is at 41.3% of budget and the expenses are at 40.1% of the budget. The new Accountant, Ady Morales, started this week. Her presence creates a fully staffed Fiscal Department. The State Auditor's annual report was due May 30th and was provided to the Auditor the third week of May. We are now waiting for the Auditor to set a time to start the Single Audit for 2021. The District is required to report the completed Single Audit to the Audit Federal Clearinghouse no later than September 30th. Diane pointed out that the vouchers in this month's packet show the District paid a large amount of funds to Lake Chelan Community Hospital for mass vaccine services provided in 2021. There is still a balance to be paid out, but we are waiting for the Department of Health (DOH) to accept the detail that was provided to the District. These funds are all grant reimbursable by the DOH. The elevator installation has been stalled because one of the sub-contractors realized the current elevator does not have a recall system on it. The recall system recalls the elevator to the first floor in case of a fire. The contractor has asked us to find a vendor to complete this task, and we have a quote from Keyhole Security. We are currently confirming with the vendor that they will cover the cost, and then we will move forward. The Ford Ranger that the District ordered should be available to pick up in mid-July. We are still waiting on when the other two vehicles will be available. Board discussion followed.

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

Monthly report provided in the packet.

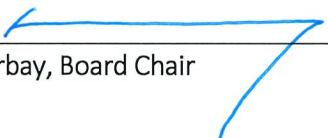
Health Communications Report – Veronica Farias provided the Communications Report. Monthly report provided in the packet. Board discussion followed.

Environmental Health Report- Rob Eastman provided the Environmental Health report. Monthly report provided in the packet. Board discussion followed.

Health Administrator Report –

Health Administrator, Luke Davies, reported that Foundational Public Health Services (FPHS) allocations numbers have been released and it looks like the District will be receiving about \$400k more than we've received previously. The final numbers will provide better details to share. Luke Davies shared that the District has hired an Epidemiologist that will be collaborating between Chelan, Douglas and Okanogan counties to streamline health assessments by collecting and providing more accurate and timely data on health impacts in our area. The District is still in the process of hiring for multiple positions as well. The District will continue testing and vaccine efforts- there is funding in place for this through December. Board discussion followed.

Chair Kevin Overbay declared the meeting adjourned at 4:58pm.



Kevin Overbay, Board Chair



Hollie Casey, Clerk of the Board