



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Chelan-Douglas Health District Board of Health Regular Meeting Minutes – September 19, 2022

Board Members Present (quorum):

Kevin Overbay, Chair (1)	Dan Sutton (3)
Marc Straub, Vice Chair (4)	Jerrilea Crawford (5)
Sharon Waters (6)	Joseph Hunter (11)
Bill Sullivan (10)	Marissa Smith (7)
Dr. Bindu Nayak (8)	Alma Chacon (9)
Tiffany Gering (2)	

Alternate Board Members Present:

Daniel Moody (10)	Michael Peterson (7)
Kristen Hosey (8)	Maria Hansen (11)
Carin Smith (9)	

Staff Present:

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

Public Present –

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

Meeting –

Chair Kevin Overbay called the meeting to order at 3:01pm.

Public Comment:

Members of the public from Chelan, Douglas and King Counties as well as a resident of Tennessee, spoke of their stance on COVID vaccine safety. Information from some community members was given to the Clerk of the Board to send out to the Board Members.

Consent Agenda –

- a. Approval of the August 15, 2022 Board Meeting Minutes
- b. Approval of August Payroll in the amount of \$277,573.45
- c. Approval of August Benefits in the amount of \$91,499.14
- d. Approval of Payment of 2022 Vouchers No. 20220658-20220761 in the amount of \$330,442.30
- e. Approval of the Contract Matrix

Joseph Hunter moved to approve the Consent Agenda. Mayor Jerrilea Crawford seconded the motion and the motion passed unanimously.

Executive Session per RCW 42.30.110(1)(i)-

Commissioner Dan Sutton moved to begin the Executive Session per RCW 42.30.110(1)(i). Alma Chacon seconded the motion and the motion passed unanimously.

The Board Chair requested 20 minutes at 3:41pm. He then requested an additional 5 minutes at 4:01. Executive Session ended at 4:06pm.

Program Update –

a. Health Officer Update

Interim Health Officer, Dr. James Wallace:

Washington is seeing a steady decline in COVID, Chelan and Douglas Counties are slightly behind the state average. COVID activities continue to be testing and vaccines/booster and quarantine efforts. Monkeypox cases are now reported nationwide and in Washington State the rate of increase is going down. Grant and Kittitas Counties have newly reported cases, but so far, none have been reported in Chelan & Douglas Counties as of yet. The District does have vaccine doses to administer if cases do come up. Fire smoke is keeping the local air quality mostly unhealthy. Over the last two weeks, we've had some good air quality days, but mostly moderate to unhealthy. Alerts and advisories for unhealthy air quality are available to the public. While the air quality is unhealthy, sensitive groups and sports should discontinue outdoor activities. Currently working on getting a regional collaboration for smoke preparedness and response. Board discussion followed.

New Business-

a. Warrant Cancellation Resolution 2022-005

Operations Director Diane explained the process of canceling and reissuing the checks to customers and vendors. Board discussion followed.

Mayor Jerrilea Crawford moved to approve the Warrant Cancellation Resolution 2022-005. Dan Sutton seconded the motion and the motion passed unanimously.

b. Motion for the Chair, Vice Chair and Administrator to begin Labor Negotiations with Protec 17

Administrator Luke Davies requested a motion for the Board to approve labor negotiations with the union. Luke explained that this process usually occurs every three years and will come back to the Board with an update after negotiations.

Commissioner Dan Sutton moved to approve the Motion for the Chair, Vice Chair and Administrator to begin Labor Negotiations with Protec 17. Tiffany Gering seconded the motion and the motion passed unanimously.

c. 2023 Budget Overview

Administrator Luke Davies gave a summary of what was described as a very early draft of the 2023 budget to the Board. Luke went through the budget handout to give some explanation of what each item was. Board discussion followed.

Unfinished Business-

There was no unfinished business discussed today.

Reports –

Fiscal, Personal Health, Health Communications, and Environmental Health program reports were included in the packet but not discussed by the Board.

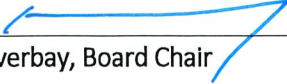
Health Administrator Report –

Luke Davies, Health Administrator, began his report with explaining that the FEMA funding the District has been receiving since COVID efforts began, will end as of October 31st. The District is working with the Department of Health (DOH) to begin to demobilize, however, the DOH guarantees funds for COVID activities through 2023. CDHD will send out communications to the public on requirements that will be staying in place or being lifted. September 21st will begin union negotiations and a closed session meeting related to the negotiations will be held on September 29th. The Board Clerk will be sending the meeting information to the Board this week. The WSALPHO Board Orientation held in Spokane went well and was very informative. Material from the training will be available and this event will continue annually or bi-annually; Luke encouraged all to attend. The District is still in the audit process and an email for the single audit went out with the auditor's findings. Luke read the findings to the Board and stated that he was pleased with what the audit has shown so far. The accountability audit will begin soon. The District is starting the transition to M365 and the cloud to increase security and employee accessibility. Capital Improvement updates: the vehicles ordered months ago finally arrived and are in use, Administrator Luke Davies and Operations Director Diane Forhan have reviewed the RFQ's and will be selecting next week- they will present the selection to the Board in October, and there is currently a hold on the elevator project due to a supply issue. Board discussion followed.

Board Discussion –

Board Member Bill Sullivan requested the Board discuss his proposal that the Board consider review and possible revision of the informed consent provisions used by the District for COVID vaccinations. Administrator Luke Davies confirmed the current informed consent forms used by the District are the industry standard best practice recommended forms. Following a lengthy Board discussion, which included a review of the actual forms used by the District, Board Member Sullivan made a motion for the Board of Health to set up an ad hoc committee to review the informed consent forms and evaluate the adequacy of the District's informed consent process and present findings and recommendations to the Board. Commissioner Dan Sutton seconded the motion for discussion purposes. Following further discussion, including the possible makeup of the committee members, the motion failed with one vote in favor of the motion (Bill Sullivan) and ten votes opposed to the motion.

Chair Kevin Overbay declared the meeting adjourned at 5:57pm.



Kevin Overbay, Board Chair



Hollie Casey, Clerk of the Board