



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Chelan-Douglas Health District Board of Health Regular Meeting Minutes – October 17, 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)
Maria Hansen (11)	Carin Smith (9)

Staff Present:

Luke Davies, Health Administrator	Rob Eastman, Environmental Health Director
Dr. James Wallace, Interim Health Officer	Erin McCool, CDHD Attorney
Diane Forhan, Operations Director	Hollie Casey, Clerk of the Board
Cari Hammond, Personal Health Director	
Miriam Pamatz, Outreach & Communications Coordinator	

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 3:00pm and asked the Clerk of the Board to take roll call.

Public Comment –

Members of the public from Chelan, Douglas and King Counties spoke of their stance on COVID vaccine safety as well as safety for pregnant women receiving the COVID vaccine. A community member gave the Clerk of the Board some information to send out to the Board Members.

Consent Agenda –

- a. Approval of the September 19, 2022 Board Meeting Minutes
- b. Approval of September Payroll in the amount of \$280,168.16
- c. Approval of September Benefits in the amount of \$92,836.98
- d. Approval of Payment of 2022 Vouchers No.20220762-20220833 in the amount of \$434,345.41
- e. Approval of the Contract Matrix, dated October 17, 2022

Joseph Hunter moved to approve the Consent Agenda. Commissioner Tiffany Gering seconded the motion and the motion passed unanimously.

Program Update –

a. Hazardous Waste Presentation, Brian Dickey

Brian Dickey gave a PowerPoint presentation to the Board on the District's Hazardous Waste program. Board discussion followed.

New Business –

a. Governor Declaration to End the State of Emergency

Health Administrator, Luke Davies, reported to the Board that the Governor has put a date on the end of the COVID state of emergency and demobilization has begun. Luke explained that the FEMA funding the District has been receiving for COVID activities will cease as well. The District applied for extended funding for continued COVID work through 2024 that includes vaccine support, care, etc. if the need arises again. Board discussion followed.

b. CDHD Surplus List

Health Administrator, Luke Davies, reported that the surplus list included in the packet is an initial surplus list, and the request is to be able to remove the excess items from the District. Board discussion followed.

Mayor Jerrilea Crawford moved to approve the CDHD Surplus List dated October 6, 2022 and declare the items have no value and to authorize District staff to destroy or dispose of the items as deemed appropriate by the District Administrator. Commissioner Dan Sutton seconded the motion and the motion passed unanimously.

Unfinished Business –

There was no unfinished business discussed today.

Reports –

Fiscal Report – Diane Forhan provided the Fiscal Department report. Board discussion followed.

Personal Health Report – Cari Hammond provided the Personal Health report. Board discussion followed.

Health Communications – Miriam Pamatz provided the Health Communications report in Veronica Farias's absence. Board discussion followed.

Environmental Health – Rob Eastman provided the Environmental Health report. Board discussion followed.

Health Officer Report –

Interim Health Officer, Dr. James Wallace:

Dr. Wallace reported that COVID case and hospital rates still have not reached a comfortably low level, but overall the activity is on a downward trend. While Washington State cases are showing a downward trend, there has been a case spike. Chelan and Douglas Counties saw a hospitalization increase. New COVID variants are increasing in the south and northeast US, and has the capability to overtake the BA5 variant. Meanwhile, Europe is seeing a heavy increase in BA5 cases. There have now been two local cases of Monkey pox. One case actually resides locally and the other case was passing through and lives in a neighboring county in the state. There has been good collaborative success and lessons learned from the cases. Improved collaboration with DOH, healthcare and regional partners around STIs, cross-jurisdiction collaboration on legionella detection and prevention and Ebola preparedness among the US, state, and regional preparedness is ongoing.

Health Administrator Report –

Luke Davies, Health Administrator, reported that he attended the WSPHA annual conference last week where 500+ DOH and public health employees met at the convention center. Luke Davies updated the Board on a few contracts that the District has entered into- one is for Granicus software that is for public records requests and will help reduce time it takes staff to complete the requests, the second is with GEM, a recruiter service to assist the District in finding HR Manager Candidates. The District is also renewing a COVID guidance for schools contract with a CDC nurse the District utilized during the last year. The District has N95 masks to distribute to the community for the smoke and poor air quality. The state audit is now complete with no findings and Luke Davies thanked all of the staff involved for doing such a phenomenal job. Luke Davies shared that there are currently 52 employees at the District and that there are openings in Operations, Environmental Health, HR and Administration. Luke Davies and Diane Forhan, Operations Director, are working on the budget and the carryover of FPHS dollars. Luke Davies gave a review of the updated budget and the changes made.

Board Discussion –

Board Member Bill Sullivan stated that he feels the Board should respond to the public's comments in a more comprehensive manner. Member Sullivan also suggested that the Board meetings be recorded for more transparency to the public. Member Sullivan moved for the Board of Health meetings to be recorded, posted and maintained by the Chelan-Douglas Health District. Mayor Jerrilea Crawford seconded the motion for discussion purposes and expressed concern about the costs required to save all of these recordings. Member Sullivan decided to rescind his motion and to make a new motion and Mayor Jerrilea Crawford agreed to rescind her second. Member Sullivan then made a motion to record the audio of the meetings to be posted to the Chelan-Douglas Health District website. Commissioner Marc Straub seconded for discussion purposes. Members of the Board decided they would like more information on the storage, costs and staff availability for this undertaking. Commissioner Dan Sutton suggested looking at this subject next month after the District has time to put this information together. Following further discussion about the retention schedule, fiscal and legal aspects, the motion failed with no votes in favor of the motion as presented.


Chair Kevin Overbay moved to direct CDHD staff to gather cost review as well as legal review and retention schedules to review at November's meeting. Commission Marc Straub seconded and the motion passed unanimously.

Board Member Bill Sullivan began discussion about the Chelan-Douglas Health District's informed consent forms handed out to the public receiving COVID vaccine. Member Sullivan would like them to be reviewed

because he believes that they are incomplete. Mayor Jerrilea Crawford moved to postpone discussion as it relates to: COVID vaccines, informed consent on vaccines, reactions to COVID vaccines, and COVID or COVID vaccine related deaths until such items are on the agenda in advance of a meeting through the remainder of the year. Commissioner Dan Sutton seconded for the sake of discussion. Luke Davies, Health Administrator, then explained that the District uses a process to make sure the informed consent forms are accurate and explained to the Board that there are practices in place by staff to ensure proper communication with patients prior to receipt of any vaccine. Chair Kevin Overbay then asked the Board to vote on Mayor Crawford's motion and the motion passed with eight (8) in favor, two (2) against, (Sullivan, Gering) and one (1) abstained (Overbay).

Chair Kevin Overbay declared the meeting adjourned at 5:34pm.

After the Meeting, the Board met in an exempt session to discuss collective bargaining (RCW 42.30.110(4)).



Kevin Overbay, Board Chair
Marc Straub, Vice Chair



Hollie Casey, Clerk of the Board