



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Preliminary Board of Health Meeting Agenda
February 27, 2023 at 3:00 pm at the Douglas County
Public Services Building, Hearing Room, 140 19th St. NW,
East Wenatchee

This Board meeting will be a hybrid of in person and online participation per Proclamation 20-78.1 by the Governor Amending Proclamation 20-05. Participants can attend via computer, phone or in person. Meeting attendance instructions are posted on the landing page of cdhd.wa.gov

I. General Business:

- a. Call Meeting to Order- Roll Call
- b. Approval of the Agenda

II. Public Comment (20 Minutes):

- a. *CDHD is providing opportunities for public comment in person, remotely, or by submitting written comment. The Chair will ask if there are any citizens wishing to address the Council. When recognized, please step up to the microphone (or unmute your screen), state your name and the county jurisdiction you reside in. Chair will direct Citizen comments to two to three minutes each.*

III. Consent Agenda:

- a. Approval of the January 23, 2023 Board Meeting Minutes
- b. Approval of January Payroll in the amount of \$290,412.67
- c. Approval of January Benefits in the amount of \$106,748.55
- d. Approval of Payment of 2023 Vouchers No.20230048 - 20230126 in the amount of \$171,837.06

IV. Program Update:

- a. Emergency Preparedness and Response Presentation by Kent Sisson

V. New Business:

- a. HIPAA IT Security Policy
- b. Travel Credit Cards for Chelan-Douglas Health District- Diane Forhan

VI. Reports:

- a. Health Officer Update – Dr. James Wallace
- b. Administrator Report – Luke Davies

VII. Board Discussion:

- a. Fentanyl and Opiate Crisis – Joseph Hunter
- b. Debrief of Wenatchee Pandemic Response Harms Conference – Bill Sullivan (5 minutes)

VIII. Adjournment



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Chelan-Douglas Health District Board of Health Regular Meeting Minutes – January 23, 2023

Board Members Present (quorum):

Marc Straub, Chair (4)

Jerrilea Crawford, Vice Chair (5)

Shon Smith (2)

Dan Sutton (3)

Sharon Waters (6)

Marissa Smith (7)

Bindu Nayak (8)

Alma Chacon (9)

Bill Sullivan (10)

Maria Hansen – Alternate (11)

Board Members Absent:

Joseph Hunter (11)

Alternate Board Members Present:

Carin Smith (9)

Staff Present:

Luke Davies, Administrator

Dr. James Wallace, Interim Health Officer

Cari Hammond, Personal Health Director

Veronica Farias, Communications & Outreach Director

Rob Eastman, Environmental Health Director

Diane Forhan, Operations Director

Erin McCool, CDHD Attorney

Chuck Zimmerman, CDHD Attorney

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 Marc Straub called the meeting to order at 3:00 PM and requested the Administrator to take roll to document Board member attendance.

Approval of Agenda –

Chair Marc Straub explained this as a new agenda item. Following a brief discussion, Dan Sutton moved to approve the agenda as presented. Kevin Overbay seconded the motion and the motion passed unanimously.

Chair Marc Straub provided opening remarks and welcomed new Board member, Chelan County Commissioner Shon Smith to the Board.

Public Comment – (8:00)

Chair Marc Straub explained that 20 minutes has been set aside for public comment and asked for those present in person and via Zoom who wanted to speak during public comment to identify themselves. Once Chair Straub identified the number of members of the public that wanted to speak, he allotted three minutes to each presenter.

- Laurie Buhler of Douglas County made a presentation and expressed her concern with harm caused by COVID vaccines.

- Chris Carlson of Chelan County spoke concerning the District audio only recording which he found difficult to easily locate. He suggested that the District preserve an audio and video recording like Link Transit.
- Carin Smith of Chelan County shared her observations and concerns about significant recent Board meeting time being devoted to minority position views on a single issue.

Consent Agenda – (16:40)

- Approval of the December 19, 2022 Board Meeting Minutes
- Approval of the December Payroll in the amount of \$272,543.14
- Approval of the December Benefits in the amount of \$90,691.55
- Approval of Payment of 2022 Vouchers No. 20221013 – 20221048 in the amount of \$25,847.19 and 2023 Vouchers No. 20230001 – 20230047 in the amount of \$102,456.18
- Approval of the Contact Matrix

Vice Chair Jerrilea Crawford moved to approve the Consent Agenda consisting of items a-e identified above. Alma Chacon seconded the motion and the motion passed unanimously.

New Business – (20:57)

Vice Chair Jerrilea Crawford moved to declare the list of items in the Board packet as surplus and to authorize the Administrator to dispose of the items in the manner he deems most economically beneficial to the District. Dan Sutton seconded the motion and the motion passed unanimously.

Laura Rivera of Wenatchee CAFE and Savannah D-Evelyn of the University of Washington shared a presentation titled “Clean Air, I Care” which focused on exposure to fire smoke and solutions impacting farmworkers and their families as set forth in the slides provided in the Board packet.

Reports (57:10)

Interim Health Officer, Dr. James Wallace:

Dr. Wallace shared a PowerPoint with the Board and public. A copy of the PowerPoint is on file with the District. Dr. Wallace explained there is low activity in the pacific northwest on the COVID-19 Omicron Variant XBB1.5 as compared to the activity in the northeast United States. Even so, there were more COVID-19 cases reported last week than the prior week and hospitalizations are up. Dr. Wallace explained that respiratory illnesses are mostly on the decline in the State of Washington now. Dr. Wallace also addressed smoke preparedness health issues as part of his report.

Fiscal Report --

Diane Forhan, Operations Director

Diane Forhan presented an overview of her fiscal and operations report provided in the Board packet.

Personal Health Report --

Carl Hammond, Personal Health Director

Cari Hammond presented an overview of her report provided in the Board packet.

Health Communications Report --

Veronica Farias, Communications & Outreach Director

Veronica Farias presented an overview of her report provided in the Board packet.

Environmental Health Report --

Rob Eastman, Environmental Health Director

Rob Eastman presented an overview of his report provided in the Board packet.

Administrator Report --

Luke Davies, Administrator

Luke Davies gave the Board an update on contracts and renewals and staff openings and reported that he looks forward to the newly hired human resources director joining the District.

Old Business – (1:54:00)

The Board went into a closed session, exempt from the Open Public Meetings Act under RCW 42.30.140(b) to discuss collective bargaining for a period of 20 minutes at 4:55 PM. The closed session was extended for an additional 5 minutes.

The Board returned to regular session at 5:20 PM.

Vice Chair Jerrilea Crawford moved to approve the Collective Bargaining Agreement as set forth in the Board packet with wage provisions effective retroactive to January 1, 2023. Kevin Overbay seconded the motion and the motion passed unanimously.

Chair Marc Straub declared the meeting adjourned at 5:23 PM.

Marc Straub, Board Chair

Hollie Casey, Clerk of the Board

Chelan-Douglas Health District
Payroll 1-25-23 for pay period 1-01 to 1-15-23

Gross Pay	135,368.06
Benefits	45,666.19

Total Payroll Cost	<u>181,034.25</u>
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Net Pay	99,644.59
Due to IRS	29,019.91
Due to ESD - SUTA	906.97
Due to ESD - WAFMLA	1,082.89
Due to L&I	1,196.43
Due to DRS for PERS	21,508.22
Due to DRS for DCP	794.77
Due to PEBB	25,244.98
Due to AFLAC	435.99
Due to Health Equity FSA	366.67
Due to Health Equity H.S.A	105.00
Due to Union	727.83

Total Payroll Expenses	<u>181,034.25</u>
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I, the undersigned, do hereby certify under penalty of perjury, that the services rendered or the labor performed as described herein and that the \$135,368.06 in salaries and the \$45,666.19 in benefits are just, true and unpaid obligations against Chelan-Douglas Health District, and that I am authorized to authenticate and certify to such claim



Signed

1/23/2023
Date

Chelan-Douglas Health District
Payroll 2-10-23 for pay period 1-16 to 1-31-23

Gross Pay	155,044.61
Benefits	61,082.36

Total Payroll Cost	<u>216,126.97</u>
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Net Pay	122,377.62
Due to IRS	38,358.99
Due to ESD - SUTA	1,038.80
Due to ESD - WAFMLA	1,240.39
Due to L&I	1,235.44
Due to DRS for PERS	24,669.42
Due to DRS for DCP	867.08
Due to PEBB	24,594.21
Due to AFLAC	435.99
Due to Health Equity FSA	366.67
Due to Health Equity H.S.A	105.00
Due to Union	837.36

Total Payroll Expenses	<u>216,126.97</u>
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I, the undersigned, do hereby certify under penalty of perjury, that the services rendered or the labor performed as described herein and that the \$155,044.61 in salaries and the \$61,082.36 in benefits are just, true and unpaid obligations against Chelan-Douglas Health District, and that I am authorized to authenticate and certify to such claim



Signed

2/7/2023
Date

We, the Administrator and President of the Board of the Chelan-Douglas Health District, do hereby certify that the merchandise or services hereinafter specified have been received and that vouchers No. 20230107 through No. 20230126 are approved for payment in the amount of \$31,234.33 this 27 day of February, 2023.

Diane Forhan

Administrator

President of the Board of Health

Voucher Number	Claimant		Description	Amount
20230107	Alpha Media	12-1/41/63	Radio Advertising Expense	\$ 680.00
20230108	Brownlee, Kaila	12	Mileage Expense Reimbursement	\$ 13.69
20230109	Digital Insurance LLC	16	Outsourced HR Services	\$ 6,600.00
20230110	Eastman, Robert	40	Medical Expense Reimbursement	\$ 193.05
20230111	Empire Record Management, Inc.	16	Storage Lease Agreement for March	\$ 795.00
20230112	Espinoza, Maria G.	82	Travel Per Diem	\$ 33.00
20230113	Howard, Suzy	40	Exam and Application Fees Expense Reimbursement	\$ 420.00
20230114	Key Methods, LLC	16	Service Desk and Data Migration Tool & IT Assist	\$ 11,261.41
20230115	Motel 6	12	I&Q Facility for January and WVC I&Q Facility	\$ 2,800.96
20230116	ODP Business Solutions, LLC	16	Office Supplies	\$ 65.09
20230117	Pure Water Partners	16	Monthly Water Dispenser	\$ 192.05
20230118	Sound Telecom	12	Answering Services	\$ 167.36
20230119	SteriCycle, Inc.	12	Supplies	\$ 10.36
20230120	Taylor Communications, Inc.	90	Certified Paper for Birth Certificates	\$ 177.71
20230121	The 100th Building LLC	16	January Snow Removal, Monthly Rent, and Utilities for March	\$ 2,859.50
20230122	Verizon Wireless	Misc.	Cell Phone Expense	\$ 1,552.63
20230123	Visa	Misc.	Conference Expense and Lodging Expense	\$ 2,629.64
20230124	Washington State Public Health Associati	16	Membership Renewal	\$ 500.00
20230125	Waste Management of Wenatchee	16	Monthly Garbage Disposal Services	\$ 236.33
20230126	Waxie Sanitary Supply	16	Janitorial Supplies Expense	\$ 46.55

Total \$ 31,234.33

We, the Administrator and President of the Board of the Chelan-Douglas Health District, do hereby certify that the merchandise or services hereinafter specified have been received and that vouchers No. 20230087 through No. 20230106 are approved for payment in the amount of \$59,316.31 this 27 day of February, 2023.



Administrator

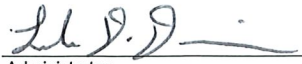
President of the Board of Health

Voucher Number	Claimant		Description	Amount
20230087	Ag Supply Co.	16	Gas Expense	\$ 457.13
20230088	Betancourt, Erika	44	Lodging and Per Diem	\$ 291.88
20230089	Brightly	16	Portal Configuration and Workflow Template Customization	\$ 3,199.60
20230090	CDW Government	81/82/41/16	Laptop, Docking Stations, and Ipad	\$ 3,752.85
20230091	Coleman Oil Co.	16	Gas Expense	\$ 27.39
20230092	Confluence Health	12-1	January Meal Service for I&Q	\$ 135.88
20230093	Douglas County Sewer District	16	Sewer Utility Services	\$ 369.57
20230094	Fed Ex	16	Postage	\$ 10.98
20230095	GEM Resourcing LLC	16	Recruiting Services	\$ 13,177.79
20230096	Keymethods	16	IT Assist workstation	\$ 2,228.98
20230097	Mouret, Sean	12	Regional Public Health School Nurse Liaison January	\$ 6,168.00
20230098	NCW Equity Alliance	15	Training Registration	\$ 150.00
20230099	Outfront Media	15	Advertising Expense	\$ 1,100.00
20230100	Reynolds Real Estate, LLC	16	Parking Lot Maintenance 4th Quarter 2022	\$ 841.91
20230101	Shai Creates LLC	15	Accessibility Software	\$ 3,000.00
20230102	Town Toyota Center	12-2	Town Toyota Center Facility Rental	\$ 8,900.00
20230103	Townsquare Media	40	Booth for KPQ Home Expo Show	\$ 500.00
20230104	Village Reach	11/12	Personnel AAR Contract Expense	\$ 6,816.05
20230105	Visa	Misc.	Supplies, Gift Cards, Subscriptions, and other Expenditures	\$ 7,438.30
20230106	Willhelm Consulting	16	Coaching Sessions for Davies	\$ 750.00

Total \$ 59,316.31

We, the Administrator and President of the Board of the Chelan-Douglas Health District, do hereby certify that the merchandise or services hereinafter specified have been received and that vouchers No. 20230074 through No. 20230086 are approved for payment in the amount of \$42,345.96 this 27 day of February, 2023.

13



Administrator

President of the Board of Health

Voucher Number	Claimant		Description	Amount
20230074	CDW Government	63/60	Laptops and Docking Stations	\$ 8,423.85
20230075	Control Solutions, Inc.	83	Refrigerator and Freezer Calibration	\$ 67.28
20230076	Douglas County PUD #1	16/11	Utilities	\$ 767.00
20230077	Health Equity	16	Healthcare Benefit January 2023	\$ 129.20
20230078	Jacques, Susan	16	Relocation Expense Reimbursement	\$ 7,620.90
20230079	Lamar Companies	15	Advertising Expense	\$ 1,685.00
20230080	Local-Tel Communications	16	Telephone Expense	\$ 961.21
20230081	Ogden, Murphy, Wallace	16	Legal Services	\$ 11,673.30
20230082	Pure Water Partners	16	Water Dispenser Expense for 100th Building	\$ 63.96
20230083	Taylor, Art	16	Supplies for Parking Lot Expense Reimbursement	\$ 17.35
20230084	Visa	Misc.	Supplies, Membership and Registration, Subscriptions Expense	\$ 4,394.95
20230085	Waxie Sanitary Supply	16	Janitorial Supplies Expense	\$ 743.96
20230086	WSALPHO	16	Membership Dues	\$ 5,798.00

Total \$ 42,345.96

We, the Administrator and President of the Board of the Chelan-Douglas Health District, do hereby certify that the merchandise or services hereinafter specified have been received and that vouchers No. 20230062 through No. 20230073 are approved for payment in the amount of \$11,276.02 this 27 day of February, 2023.



 Administrator

 President of the Board of Health

Voucher Number	Claimant		Description	Amount
20230062	CDW Government	2450/2500	Laptop	\$ 152.55
20230063	CI Information Management	1110	Onsite Shredding Services	\$ 71.96
20230064	East Wenatchee Water District	1110	Water Utility Services and Fire Line Connection	\$ 183.40
20230065	InPrint Printing	2280	Home Visit Forms	\$ 308.94
20230066	Kenoyer, Quinn	1110	Food Worker Expense Reimbursement	\$ 10.00
20230067	ODP Business Solutions LLC	1110	Office Supplies	\$ 50.32
20230068	Pure Water Partners	1110	Monthly Water Dispenser	\$ 191.87
20230069	Sound Telecom	8800	Answering Services	\$ 509.80
20230070	SteriCycle, Inc.	8875	Supplies and Medical Waste Disposal	\$ 62.16
20230071	Vamonos Junk Haulers	1110	Snow Removal	\$ 1,000.00
20230072	Visa	Misc.	Office, Onsite, and NFP Supplies, Flight Tickets	\$ 8,587.80
20230073	WA State Department of Revenue	Misc.	Use Tax Quarter 3 and 4 2022	\$ 147.22
				\$ 11,276.02

We, the Administrator and President of the Board of the Chelan-Douglas Health District , do hereby certify that the merchandise or services hereinafter specified have been received and that vouchers No. 20230048 through No. 20230061 are approved for payment in the amount of \$27,664.44 this 27 day of February, 2023.



Administrator

President of the Board of Health

Voucher Number	Claimant		Description	Amount
20230048	Alpha Media	8865/7400	Radio Advertisement Expense	\$ 680.00
20230049	Digital Insurance LLC	1110	Outsourced HR Services	\$ 13,200.00
20230050	Empire Record Management Inc.	8800	Storage Lease Agreement for February	\$ 340.00
20230051	Environmental Systems Research I	5400/8000	ArcGis Desktop Annual Subscription	\$ 3,255.00
20230052	Head, Lauren	4900	Program Supplies Expense Reimbursement	\$ 48.93
20230053	Lifeline Ambulance Inc.	8865	Medical Health Checks at Motel 6 I&Q	\$ 444.57
20230054	MacDonald-Miller Facility Solutions	1110	HVAC Maintenance	\$ 2,810.70
20230055	ODP Business Solutions, LLC	1110	Office Supplies	\$ 59.22
20230056	Pitney Bowes	1110	Quarterly Postage Lease Payment	\$ 469.03
20230057	Pure Water Partners	1110	January Monthly Water Dispenser	\$ 192.05
20230058	Ricoh USA, Inc.	1110	Copier Lease Contract Payment	\$ 630.41
20230059	The 100 Building LLC	8800	Monthly Rent and Utilities February	\$ 2,597.00
20230060	Town Square Media	7400/8875/8865	Radio Advertisement Expense	\$ 1,440.00
20230061	Verizon Wireless	Misc.	Cellphone Expense	\$ 1,497.53

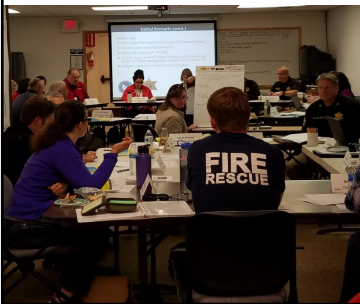
Total \$ 27,664.44



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Emergency Preparedness & Response Program Update



Board of Health Meeting – February 27th, 2023

Kent Sisson

Regional Emergency Response Coordinator



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

REGION 7 HEALTHCARE ALLIANCE

ASPR Administration for Strategic Preparedness & Response

Prior to 2018 the R7 Healthcare Coalition existed in NCW – ASPR funded.

In 2018, the REDi Healthcare Coalition was established by DOH to replace the 3 regional coalitions in Eastern Washington. REDi HCC received all the ASPR funds.

First discussion about establishing the Region 7 HCA occurred in June 2022.

Members include:

- Healthcare Providers – hospitals, clinics,
- Local Health Jurisdictions – CDHD, Grant, Okanogan & Kittitas
- Regional Health Officers
- EMS Directors
- Emergency Management



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

REGION 7 HEALTHCARE ALLIANCE

Focus is on emergency response and preparedness in NCW region.

Meetings include presentations on current “hot topics” in the region.

- **August 2022** Monkeypox Response, [Dr. Mark Johnson, Confluence Health Infectious Disease](#)
- **October 2022** Mass Vaccinations and Points of Distribution, [panel](#)
- **December 2022** Pediatric Respiratory Illness Surge, [Dr. Amy Person \(R7 Health Officer\)](#)
- **February 2023** Behavioral Health “Overload” in Healthcare Settings
[Jeff Taylor-Kantz \(R7 Epi\)](#), [Wendy Brzezny \(NCACH\)](#), [Dr. Kira Mauseth \(DOH BH Strike Team\)](#)

49 people representing over 19 organizations attended the February meeting



Chelan-Douglas Health District

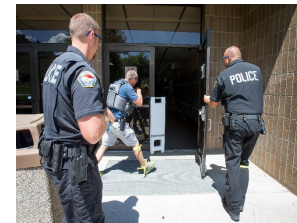
200 Valley Mall Parkway, East Wenatchee, WA 98802

Additional EPR Program Activities...

Finalizing After Action Review Report for COVID Response

Active Shooter Functional Exercise – June 2023

- Wenatchee School District & Wenatchee Valley College Project
- Wenatchee PD, Wenatchee Valley Fire, Confluence Health, RIVERCOM, CCEM
- Assisting with planning and facilitating the Mass Casualty Exercise



WVC Exercise in 2019

Updating the Region 7 Healthcare All-Hazard Response Plan

- Plan last updated in 2018 when under the former R7 Healthcare Coalition.
- Current focus on regional contact and resource lists in each county.



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Additional EPR Program Activities...

Exercise Regional All-Hazard Plan and Alternative Care Facility

- Fall 2023 TTX – Winter or Spring 2023 FX.
- Looking at a wildfire scenario displacing hundreds of residents.
- May include a burn MCI component to exercise healthcare burn protocols.
- Wildfire smoke inject will add to complexity of exercise actions.
- Use of regional ACF trailers located in each county.
- Partner with Healthcare Providers, EMS and Emergency Management.



May 2011 Region 7 ACF Exercise at TTC



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Questions???



Administrator's Report

Highlights:

Fiscal

Personal Health

Communications

Environmental Health

Emergency Preparedness Response

CHELAN-DOUGLAS HEALTH DISTRICT
Cash/Investments
Jan-23

Cash on Hand - Petty Cash	500.00
General Account - Chelan County Treasurer	333,306.57
Payroll Clearing Account - Key Bank	33,280.92
Investment Account - Chelan County Treasurer	3,051,167.92
<i>Investment broken out as follows:</i>	
<i>Public Health Emergency Reserves</i>	168,495.81
<i>Vehicle Reserves</i>	88,718.21
<i>General Investment</i>	2,793,953.90
 Total Cash/Investments	 3,418,255.41

CHELAN-DOUGLAS HEALTH DISTRICT
Budget vs Actuals 2023 Budget
Jan-23

	Actual	Budget	
Permits	52,495.50	1,108,193.00	4.7%
Federal Grants	121,780.51	2,053,175.75	5.9%
State Grants	38,663.63	561,877.00	6.9%
State Entitlements	1,031,317.00	2,062,633.00	50.0%
County Assessments	38,151.56	457,818.92	8.3%
Fees	19,326.60	427,123.00	4.5%
Interest	6,333.44	30,000.00	21.1%
Other Revenue	3,534.50	60,000.00	5.9%
Total Revenue	1,311,602.74	6,760,820.67	19.4%
 Wages	 290,412.67	 3,926,861.02	 7.4%
Benefits	107,860.61	1,365,625.32	7.9%
Supplies	22,012.11	262,781.32	8.4%
Services	140,228.85	1,188,580.08	11.8%
Total Expenses	560,514.24	6,743,847.74	8.3%

CHELAN-DOUGLAS HEALTH DISTRICT
Budget vs Actuals 2023 Budget
YTD January 2023

	Jan 2023	2023	% of
	Actual	Budget	Budget
Revenue			
32120.00.000 HEALTH - BUSINESS LICENSES AND PERMITS	25,115.50	623,121.00	4.03%
32210.00.000 BUILDINGS, STRUCTURES AND EQUIPMENT PERMITS	27,380.00	485,072.00	5.64%
33310.55.000 SPEC SUPPLEMENTAL NUTRITION PROGRAM-WIC	14,563.30	168,138.00	8.66%
33393.06.000 PUBLIC HEALTH EMERGENCY PREPAREDNESS	20,837.80	218,493.00	9.54%
33393.26.000 IMMUNIZATION GRANT	24,459.20	439,199.75	5.57%
33393.32.000 EPIDEMIOLOGY/LAB CAPACITY (ELC)	24,540.74	1,002,186.00	2.45%
33393.77.000 MEDICAID MATCH	29,800.26	100,000.00	29.80%
33393.99.000 PREVENTATIVE HEALTH/MCH BLOCK GRANT	7,579.21	125,159.00	6.06%
33403.10.000 DEPARTMENT OF ECOLOGY	4,051.25	111,000.00	3.65%
33406.90.000 HCA GENERAL FUNDS	34,612.38	450,877.00	7.68%
33604.24.000 PUBLIC HEALTH ASSISTANCE	199,817.00	399,633.00	50.00%
33604.25.000 FOUNDATIONAL PUBLIC HEALTH SERVICES	831,500.00	1,663,000.00	50.00%
33862.00.000 PUBLIC HEALTH ASSESSMENTS	38,151.56	457,818.92	8.33%
34620.00.000 PUBLIC HEALTH CLINIC	0.00	8,000.00	0.00%
34650.00.000 ENVIRONMENTAL HEALTH FEE FOR SERVICES	10,043.00	314,123.00	3.20%
34670.00.000 OTHER PUBLIC HEALTH FEES (VITAL STATS)	9,283.60	105,000.00	8.84%
36111.00.000 INVESTMENT INTEREST	6,333.44	30,000.00	21.11%
36900.00.000 OTHER MISCELLANEOUS REVENUES	3,534.50	60,000.00	5.89%
Total Revenue	\$ 1,311,602.74	\$ 6,760,820.67	19.40%

CHELAN-DOUGLAS HEALTH DISTRICT
Budget vs Actuals 2023 Budget
YTD January 2023

Expenses

56200.10.000 SALARIES & WAGES	290,412.67	3,926,861.02	7.40%
56200.20.000 PERSONNEL BENEFITS	107,860.61	1,365,625.32	7.90%
56200.31.100 OFFICE SUPPLIES	945.03	30,231.32	3.13%
56200.31.200 CLINICAL SUPPLIES	87.29	16,200.00	0.54%
56200.31.300 LABORATORY SUPPLIES	0.00	2,000.00	0.00%
56200.31.400 DRUGS & MEDICINES	0.00	10,000.00	0.00%
56200.31.500 FIELD SUPPLIES	254.57	30,850.00	0.83%
56200.31.800 JANITORIAL SUPPLIES	877.69	6,300.00	13.93%
56200.35.000 SMALL TOOLS & MINOR EQUIPMENT	0.00	800.00	0.00%
56200.35.100 BOOKS, REFERENCES & VIDEOS	18.63	1,650.00	1.13%
56200.35.200 SOFTWARE	7,078.45	162,700.00	4.35%
56200.35.300 HARDWARE	12,750.45	2,050.00	621.97%
56200.41.100 SERVICES - LEGAL	12,219.30	90,000.00	13.58%
56200.41.200 SERVICES - AUDIT	0.00	25,000.00	0.00%
56200.41.300 SERVICES - INTERPRETING	1.11	11,000.00	0.01%
56200.41.450 SERVICES - ANSWERING SERVICE	509.80	2,400.00	21.24%
56200.41.500 SERVICES - OUTSIDE DRS & DENTISTS	0.00	10,000.00	0.00%
56200.41.600 SERVICES - COMPUTER	0.00	4,600.00	0.00%
56200.41.900 SERVICES - CONTRACTS & MISC	71,681.90	426,144.00	16.82%
56200.41.930 SERVICES - PARKING LOT MAINT	3,415.20	5,000.00	68.30%
56200.42.010 TELEPHONE	2,426.23	39,776.00	6.10%
56200.42.020 POSTAGE	480.01	3,500.00	13.71%
56200.43.100 TRAVEL - MILEAGE	0.00	4,283.00	0.00%
56200.43.200 TRAVEL - GASOLINE/ROUTINE MAINT	1,090.81	19,905.00	5.48%
56200.43.300 PROFESSIONAL TRAVEL AND TRAINING	4,353.05	44,595.00	9.76%
56200.43.400 TRAVEL - CONFERENCES - MEALS & LODGING	597.00	10,940.00	5.46%
56200.43.500 TRAVEL - OTHER (PLANE/BOAT/PARKING, ETC)	4,570.68	3,500.00	130.59%
56200.44.100 ADVERTISING - NEWSPAPER	28.42	10,000.00	0.28%
56200.44.200 ADVERTISING - OTHER	10,620.00	72,500.04	14.65%
56200.45.000 OPERATING RENTALS & LEASES	2,778.00	31,500.00	8.82%
56200.46.000 INSURANCE	0.00	125,000.00	0.00%
56200.47.000 PUBLIC UTILITY SERVICES	2,482.85	16,000.00	15.52%
56200.48.100 EQUIPMENT REPAIRS	67.28	0.00	
56200.48.200 AUTO REPAIRS	330.65	4,200.00	7.87%
56200.48.300 BUILDING REPAIRS	3,130.23	20,000.00	15.65%
56200.49.000 PRINTING - OFFICE	577.77	4,299.96	13.44%
56200.49.001 PRINTING - COPIER	630.41	18,000.00	3.50%
56200.49.200 PAMPHLETS - PRINTED OR PURCHASED	0.00	10,000.00	0.00%
56200.49.300 DUES & MEMBERSHIPS	9,845.39	21,200.04	46.44%
56200.49.400 SUBSCRIPTIONS	468.31	2,000.04	23.42%
56200.49.500 OTHER EXPENDITURES	7,924.45	152,237.00	5.21%
56200.49.700 CONTINUING EDUCATION	0.00	1,000.00	0.00%
Total Expenses	\$ 560,514.24	\$ 6,743,858.81	8.31%



Highlights:

In January 2023, The District switched from using a database on the Chelan County EDEN system for its accounting system to using a Quickbooks online account. One of the benefits of switching over is the ability for Program Managers to view their year-to-date budget to actuals in real time. Another benefit is the ability to easily present budget-to-actual reports to this Board.

The fiscal staff continue to upload supporting documentation for the FEMA grant reimbursements. We are waiting on some documentation from one of our subcontractors and we should be able to turn everything over to Department of Health for review next month.

The Department of Health has notified the District that they will be on site the first week of May to conduct the annual fiscal monitoring. They will be speaking with Program staff regarding Personal Health and Emergency Preparedness grants, and will be reviewing the District's grant reimbursement submissions and fiscal policies.

Our Contracts/Procurement Manager and Facilities Manager have completed prerequisite Incident Management Training with FEMA, in preparation for IMT 300 and IMT 400 classes that will be offered later this spring.

Essential Data:

With 8.3% of the year completed, the District is at 19.4% of budgeted revenue and 8.3% of budgeted expenses. The revenue actuals are higher than budgeted because District received half of its annual entitlement payments around January 31. The other half of those payments will come in to the District around July 31. Computer hardware is substantially over budget because the District received authorization from two different grants to specifically purchase hardware for program staff. Those purchases will be reimbursed with grant funding.



Highlights:

NFP received a letter of fidelity to the program model. In 2022, we were recognized for excelling at building community partnerships that has led to a strong referral base. We have been in implementation for 3 years and remain in good standing with the NSO. Our NFP nurses remain a primary source of contact/support for clients and we were able to refer a mother and newborn to the ER for immediate medical evaluation and help a client access much needed transitional housing.

ABCD Program started a partnership with the University of Washington School of Dentistry to recruit participants residing in Okanogan County for a water fluoride study.

The waivers for WIC for in- person appointments have been extended until end of July 2023; we will resume seeing all participants in the office in August 2023.

All WIC staff completed the required hours for breastfeeding training and have been preparing for the Coordinator's planned leave in March/April.

The CYSHCN Coordinator gave a presentation at Head Start to parents about Children & Youth with Special Health Care Needs (CYSHCN) Program.

Our Public Health Nutritionist facilitated the first weight loss support group meeting and 13 community members attended; attendees set goals and weighed in, the group discussed expectations and shared desired learning topics for their success.

Our Nutritionist also drafted nutrition information for social media for the communications team.

Our Childcare Consultant visited 2 licensed childcare centers and provided information on flat head syndrome (plagiocephaly), infants with bowlegs, and ways to have your infant take a bottle before leaving them at daycare. She also assisted Head Start with lead testing- ordered free lead testing kits from the DOH & reviewed other items required for testing.

A suspected case of TB meningitis was reported by Confluence Health. The patient is not infectious; our TB Coordinator provided support to Confluence Health as needed. Our Coordinator also worked to direct EDNs and contacts to providers for further evaluation, testing and treatment as needed.

As of January 1, 2023, CDHD has a new contract with WA DOH for the Immunization Regional Representative work to conduct activities for the CVP and IQIP as directed by the WA DOH – our Immunization Coordinator attended scheduled training sessions with DOH for IQIP and CVP visits. Grant County previously conducted this regional work.

The Health Educator started a Spanish-speaking diabetes support group, which has served roughly 20 people to date. She also taught "healthy cooking on a budget" at the YWCA as part of their enrichment program (8 women participated in the class) and met with local Rotary member to discuss the process for rolling out a "Plant Rich Diet Challenge" at CDHD, which would serve as the first non-Rotary run pilot program in the Wenatchee Valley.

The CD Coordinator confirmed 4 influenza deaths. She also investigated various enteric illnesses associated with contact with farm animals at home and out of country travel.

Our Infection Preventionist helped provide PPE/testing supplies to at least 8 LTCFs during their outbreaks (reported below).

Essential Data:

NFP:

- 2 new enrollees
- 60/62 clients on active caseload
- 34 referrals to other services made

ABCD:

- 17 new enrollees
- Attended 2 outreach events- reached people 369

CYSHCN:

- Received 1 new referral
- 32 clients on active caseload
- 8 referrals to other services made

TB:

- 13 EDNs
- Received 2 new contacts from DOC for follow-up

Immunization:

- COVID (primary)- 4
- COVID (Bivalent)- 5
- Flu (AVP)- 16

CD:

- COVID Outbreaks: 3 SNFs, 6 ALFs, 4 AFHs.
- GI Illness Outbreak: 1 ALF
- 4 confirmed flu deaths

Definitions:

NFP- Nurse-Family Partnership

NSO- National Service Office

ABCD- Access to Baby and Child Dentistry

WIC- Women, Infants, Children

CYSHCN- Children & Youth with Special Health Care Needs

TB- Tuberculosis

EDN- Electronic Disease Notification

DOC- Department of Corrections

CVP- Childhood Vaccine Program

IQIP- Immunization Quality Improvement for Providers

AVP- Adult Vaccine Program



Personal Health BOH Report

January 2023

CD- Communicable Disease
SNF- Skilled Nursing Facility
ALF- Assisted Living Facility
AFH- Adult Family Home
LTCF- Long-Term Care Facility



Highlights:

- February's Prepare in a Year campaign: *Create an Action Plan!*
- Regional PIO meeting with communicators from various agencies throughout Kittitas, Grant, Chelan, Douglas and Okanogan counties
- Initiated the *Learning to People Better, Together* learning series by NCW Equity Alliance
- Communication orientation with Tacoma-Pierce Health Department to streamline future communication requests and establish new processes using Microsoft Teams
- Supported personal health's ongoing weight loss and diabetes support programs
- Attended the Western Forum Migrant Conference in Long Beach, California



Promotoras, Lupita and Brenda, at a Wenatchee School District PAC Meeting



Health Educator, Lauren Head, running the Diabetes Support Group at Pinnacles Prep

Essential Data:

- 2/1 – Weight Loss Support Group at Eastmont Community Center
- 2/6 – Diabetes Support Group at Pinnacles Prep
- 2/9 – Virtual Wildfire & Smoke Event at CAFÉ
- 2/10 – Family Health Programs Presentation at Wenatchee Head Start
- 2/13 – Diabetes Support Group at Pinnacles Prep
- 2/21 – Diabetes Support Group at Pinnacles Prep
- 2/22 – Head Start Family Night at Bridgeport
- 2/26 – God's Closet in Wenatchee



Highlights:

The inspection part of the School Program is off and running having completed 5 inspections in the month of January.

We have had three recent interviews for our vacant Environmental Health Specialist position.

We continue to provide direction on the cleanup of the recently reported drug lab.

Essential Data:

Solid Waste: In January, we received 1 new improper solid waste handling complaint located in Wenatchee. We provided technical assistance for mold, rat, pigeon and landlord/tenant complaints and/or inquiries. Staff completed 6 facility inspections in January. Our Solid & Hazardous Waste Program staff member conducted 8 site visits in January for the Hazardous Waste Program.

Onsite, Drinking Water & Land Use Program: For January, we issued 32 septic permits, conducted 8 private water reviews and conducted 1 major plat review. We continue to be short staffed in onsite. In the January Board meeting, Commissioner Smith asked how many new construction septic permits we issued in 2022. We issued 353.

Food Safety Program: In January, staff conducted 75 routine inspections and 5 reopening inspection. This program continues to be short staffed as well.

Water Recreation Facility Program: Staff completed 7 routine inspections in January.

School Program: There were 5 school inspections conducted in January.



Highlights:

Region 7 Healthcare Alliance

The Emergency Preparedness & Response program initiated the Region 7 Healthcare Alliance (HCA) in August of 2022. It is a revitalization of the former Region 7 Healthcare Coalition that existed prior to 2018. The Region 7 HCC was replaced by the REDi Healthcare Coalition covering all of Eastern Washington with little emphasis on North Central Washington. The Region 7 HCA meets every other month (3rd Wednesday) to discuss current hot topics in healthcare and preparedness activities. Members include local healthcare providers (hospitals and clinics), local health jurisdictions, EMS directors, local health officers and emergency management. The February meeting was focused on current behavioral health concerns within the NCW region. Presentations included Jeff Taylor-Kantz the regional epidemiologist from CDHD, Wendy Brzezny from NCACH and Kira Mauseth from the State DOH Behavioral Health Strike Team. There were 49 attendees present either in-person or virtually. The Region 7 HCA meetings are facilitated by Kent Sisson (CDHD RERC) and Ray Eickmeyer (Lake Chelan Health EMS Director) with assistance from Kaila Brownlee (CDHD Communications Liaison).

Wenatchee School District / Wenatchee Valley College Exercise

Tom Couey, the director of safety and security at the Wenatchee School District and Maria Agnew, director of emergency services at Wenatchee Valley College are working collaboratively to conduct a functional active shooter exercise at the college in June 2023. They asked the health district RERC (Kent Sisson) to assist with planning and facilitating the exercise. Additionally, Doug Jones from Confluence Health, Stan Smoke from CCEM, Jeremiah Johnson with RIVERCOM and Captain Edgar Reinfeld from the Wenatchee Police Department will be assisting with planning and coordination of this mass casualty incident exercise. The initial planning meeting was held on February 14th at WVC. There will be several additional planning sessions prior to the functional exercise on June 23rd.

Updating the Region 7 Healthcare All-Hazard Preparedness and Response Plan

The RERC is asking all members of the above mentioned Region 7 Healthcare Alliance to assist with updating contact information and county resources lists within the Region 7 Healthcare All-Hazard Preparedness and Response Plan. The plan was last updated in 2018. With the initiation of the REDi Healthcare Coalition and termination of the Region 7 Healthcare Coalition, the plan sat idle without any updates over the past four years. Now that the Region 7 HCA is active, there is an ability to update the plan making it useful to regional partners.