



# Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Preliminary Board of Health Meeting Agenda  
April 17, 2023 at 3:00 pm at the Douglas County Public  
Services Building, Hearing Room, 140 19<sup>th</sup> St. NW, East  
Wenatchee

*This Board meeting will be a hybrid of in person and online. Participants can attend via computer, phone or in person. Meeting attendance instructions are posted on the landing page of [cdhd.wa.gov](http://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 March 20, 2023 Board Meeting Minutes
- b. Approval of March Payroll in the amount of \$302,154.31
- c. Approval of March Benefits in the amount of \$103,588.37
- d. Approval of Payment of 2023 Vouchers No.20230177 - 20230241 in the amount of \$125,390.61

## IV. Old Business:

- a. Chelan County ARPA Contract
- b. Douglas County ARPA Contract
- c. RFQ- Approval to Move Forward with the CDHD Redesign

## V. Reports:

- a. Health Officer Update – Luke Davies
- b. Fiscal Report – Diane Forhan Page 24
- c. Personal Health Report – Cari Hammond Page 28
- d. Health Communications Report– Veronica Farias Page 33
- e. Environmental Health Report – Luke Davies Page 36
- f. Administrator Report – Luke Davies

## VI. Board Discussion:

- a. May 11<sup>th</sup> COVID-19 Declaration of Emergency End Date
  - i. **Resolution 2023-001:** Resolution Repealing COVID-19 Declarations

## VII. Closed Session: RCW 42.30.140 (b) Union Negotiations

## VIII. Adjournment



# Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

## Chelan-Douglas Health District Board of Health Regular Meeting Minutes – March 20, 2023

### **Board Members Present (quorum):**

Marc Straub, Chair (4)

Jerrilea Crawford, Vice Chair (5)

Kevin Overbay (1)

Shon Smith (2)

Joseph Hunter (11)

Marissa Smith (7)

Bindu Nayak (8)

Alma Chacon (9)

Bill Sullivan (10)

Sharon Waters (6)

### **Board Members Absent:**

Dan Sutton (3)

### **Alternate Board Members Present:**

Michael Peterson (7)

Carin Smith (9)

Kristen Hosey (8)

### **Staff Present:**

Luke Davies, Administrator

Dr. James Wallace, Interim Health Officer

Erin McCool, CDHD Attorney

Cari Hammond, Personal Health Director

Rob Eastman, Environmental Health Director

Diane Forhan, Operations Director

Chuck Zimmerman, CDHD Attorney

Hollie Casey, Clerk of the Board

### **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 Board Clerk to take roll to document Board member attendance.

### **Approval of Agenda – (1:25)**

**Kevin Overbay moved to approve the agenda as presented. Alma Chacon seconded the motion and the motion passed unanimously.**

### **Public Comment – (2:00)**

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 shared information she brought that supported her concern of harm and disabilities to individuals caused by COVID vaccines.

- Darlene Crum of Douglas County stated that in light of March being Women’s Health Month, shared information that she provided on the history of women’s health and their fetuses from the effects of past practices and the COVID-19 vaccine.

**Consent Agenda – (10:35)**

- a. Approval of the February 27, 2023 Board Meeting Minutes
- b. Approval of the February Payroll in the amount of \$298,660.25
- c. Approval of the February Benefits in the amount of \$104,785.97
- d. Approval of Payment of 2023 Vouchers No. 20230127 – 20230176 in the amount of \$126,050.09

**Vice Chair Jerrilea Crawford moved to approve the Consent Agenda. Bill Sullivan seconded the motion and the motion passed unanimously.**

**Program Update – (11:44)**

Sheila Borden, Infection Specialist, gave the Board a brief overview of what her position covers and what her program encompasses at the Chelan-Douglas Health District. Board discussion followed.

**Reports - (27:04)**

Luke Davies, Administrator (27:21)

Luke Davies, Health Administrator, began his report by explaining that the District is reviewing the updated Data Sharing Agreements (DSAs) from the DOH and making sure that the HIPAA IT policy is in line with those DSAs. The policy will be reviewed at next month’s meeting. Luke shared highlights from Fiscal, Personal Health, Communications, Environmental Health, and Emergency Response Preparedness. Written program reports were provided in the packet.

During the Administrator’s report, Bill Sullivan provided the Board with a flier for a Care-A-Van program of DOH and related DOH COVID vaccine incentive of a \$50 gift card for an October 29, 2022 Café associated event that occurred in Wenatchee. Shon Smith expressed concern. Luke explained that the cash card incentive was a DOH expenditure and the stated purpose associated with creating equitable access to healthcare, including the COVID vaccine. Following Board discussion, Chair Marc Straub stated future Care-A-Van programs will be reviewed by the Board before the District is associated with the event as an apparent sponsor or event supporter. Board discussion followed.

Interim Health Officer, Dr. James Wallace (1:01:20)

Dr. James Wallace, Interim Health Officer, shared a PowerPoint with the Board and public. The COVID XBB.1.5 variant is still predominant in Washington state. Okanogan County is at a high rate for the state at over 100 cases per 100k. Cases in Chelan and Douglas Counties are dropping over the last two weeks. The Federal COVID emergency rollbacks include Public Health Emergency and FEMA funding, the mask mandate in healthcare, and transitions back to direct care providers all go into effect in April and May. Telehealth and mobile units will likely continue. Vaccine reimbursement will probably come from state

agencies. Dr. Wallace also reviewed lead surveillance and response. He gave examples of some common sources of lead and reviewed lead symptoms. He also noted that there is an increased risk of lead poisoning among the low income populations, children, and in homes built prior to the 1970's. Board discussion followed.

**Fiscal Report --**

Diane Forhan, Operations Director

Report provided in the Board packet.

**Personal Health Report --**

Carl Hammond, Personal Health Director

Report provided in the Board packet.

**Health Communications Report --**

Veronica Farias, Communications & Outreach Director

Report provided in the Board packet.

**Environmental Health Report --**

Rob Eastman, Environmental Health Director

Report provided in the Board packet.

**Emergency Preparedness Response --**

Kent Sisson, Emergency Preparedness Response

Report provided in the Board packet.

**Board Discussion- (1:14:12)**

- a. Annual Evaluation of Health Administrator and Interim Health Officer Process Discussion  
Chair Marc Straub led a discussion about how he planned to conduct the review of the Administrator. His plan is to work with Vice Chair Jerrilea Crawford and past Chair Kevin Overbay to develop a review similar to Rivercom and Link Transit past reviews and seek peer reviews of other local health jurisdiction administrators. The process will also include some level of review by subordinates. Board Member input will be sought over the next couple of weeks. The combined review team consisting of the Chair, Vice Chair, and past Chair will review the feedback and create the proposed review and share that with the Board in an executive session, then obtain Board approval of the review in open session before conducting the review with the Administrator. Board consensus was to move forward with this proposed process. Chair Straub also stated that he would like to get approval from the Board to move forward with offering Dr. Wallace the permanent position of Health Officer for the District. This will be a general agenda item for discussion and possible action at the next meeting.

**Bill Sullivan moved to stand up two committees: one to address safety signals associated with the COVID vaccines, and the other to address the emerging health crisis related to substance abuse. The motion died for lack of a second.**

**Chair Marc Straub declared the meeting adjourned at 4:32 PM.**

**Following the Board Meeting, the Board met in a closed exempt session to discuss union negotiations pursuant to RCW 42.30.140(4) until 5:20 PM. No action was taken following the closed exempt session.**

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Marc Straub, Board Chair


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Hollie Casey, Clerk of the Board

Chelan-Douglas Health District  
Payroll 4-10-23 for pay period 3-16 to 3-31-23

Gross Pay	152,333.61
Benefits	51,767.27
Total Payroll Cost	<u>204,100.88</u>
Net Pay	113,538.97
Due to IRS	35,892.43
Due to ESD - SUTA	1,020.64
Due to ESD - WAFMLA	1,218.65
Due to L&I	1,119.25
Due to DRS for PERS	23,292.04
Due to DRS for DCP	762.05
Due to PEBB	25,261.83
Due to AFLAC	363.96
Due to Health Equity FSA	366.67
Due to Health Equity H.S.A	105.00
Due to Armada	338.45
Due to Union	820.94
Total Payroll Expenses	<u>204,100.88</u>

I, the undersigned, do hereby certify under penalty of perjury, that the services rendered or the labor performed as described herein and that the \$152,333.61 in salaries and the \$51,767.27 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

4/6/2023  
Date

Chelan-Douglas Health District  
Payroll 3-24-23 for pay period 3-1 to 3-15-23


Gross Pay	149,820.70
Benefits	51,821.10

Total Payroll Cost	<u>201,641.80</u>
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Net Pay	111,479.08
Due to IRS	34,510.37
Due to ESD - SUTA	1,003.80
Due to ESD - WAFMLA	1,198.58
Due to L&I	1,178.54
Due to DRS for PERS	23,677.44
Due to DRS for DCP	807.61
Due to PEBB	25,382.42
Due to AFLAC	724.11
Due to Health Equity FSA	366.67
Due to Health Equity H.S.A	105.00
Due to Armada	367.67
Due to Union	840.51

Total Payroll Expenses	<u>201,641.80</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 \$149,820.70 in salaries and the \$51,821.10 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

3/21/2023  
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. 20230177** through **No. 20230196** are approved for payment in the amount of \$28,040.14 this 17 day of April, 2023.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
President of the Board of Health

Voucher Number	Claimant	Description	Amount
20230177	Columbia Valley Community Health	23 TB Expenses	\$ 468.00
20230178	Eastman, Robert	44 Lodging & Meal Reimbursement	\$ 291.88
20230179	Empire Record Management, Inc	16 Storage Lease Agreement for April	\$ 795.00
20230180	Forhan, Diane	16 Travel Per Diem and Gas Reimbursement Expense	\$ 254.22
20230181	Lifeline Ambulance Inc.	12-1 Medical Health Checks at Motel 6 I&Q	\$ 316.38
20230182	Lopez, Margarita	12 Travel Per Diem	\$ 51.00
20230183	Macias, Ana	62 Registration Renewal Reimbursement	\$ 112.50
20230184	Motel 6	12-1 I & Q Facility Commercial Cleaning	\$ 750.00
20230185	Muro, Julian	16 Travel Per Diem	\$ 209.00
20230186	ODP Business Solutions, LLC	16 Office Supplies	\$ 21.65
20230187	Ogden, Murphy, Wallace	16 Legal Services	\$ 10,966.90
20230188	Outfront Media	15 Advertisement Expense	\$ 1,100.00
20230189	Pamatz, Miriam	12 Travel Per Diem	\$ 51.00
20230190	Ricoh USA, Inc	16 Copier Lease Contract & Copier Equipment Services	\$ 3,007.87
20230191	Sound Telecom	12 Answering Services	\$ 145.67
20230192	SteriCycle, Inc.	12-2 Medical Waste Disposal	\$ 10.36
20230193	Stone, Anthony	12 Travel Per Diem	\$ 51.00
20230194	The 100 Building LLC	16 Monthly Rent and Utilities April	\$ 2,597.00
20230195	Village Reach	12/11 Personnel AAR Contract Expense	\$ 6,604.38
20230196	Waste Management of Wenatchee	16 Monthly Garbage Disposal Services	\$ 236.33

Total \$ 28,040.14



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. 20230197** through **No. 20230206** are approved for payment in the amount of \$10,772.30 this 17 day of April, 2023.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
President of the Board of Health

Voucher Number	Claimant		Description	Amount
20230197	Davies, Luke	16	Mileage Expense Reimbursement and Travel Per Diem	\$ 505.81
20230198	East Wenatchee Water District	16	Water and Fire Line Connection	\$ 187.00
20230199	Morales, Adilene	16	Travel Per Diem and Employment Labs	\$ 533.72
20230200	Motel 6	12-1	I & Q Facility for February	\$ 2,439.08
20230201	ODP Business Solutions, LLC	16	Office Supplies	\$ 32.14
20230202	Pat Armstrong Ford Lincoln	16	Repairs for 2016 Ford Escape # 4	\$ 1,474.16
20230203	Verizon Wireless	Misc.	Cell Phone Expense	\$ 1,428.48
20230204	Visa	Misc.	All Staff Meeting Supplies, Conference Registrations, Postage, et	\$ 1,545.60
20230205	WA Dept. of Correction	16	Folding Chairs	\$ 2,518.72
20230206	Waxie Sanitary Supply	16	Janitorial Supplies Expense	\$ 107.59
				\$ 10,772.30

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. 20230207** through **No. 20230223** are approved for payment in the amount of \$28,660.90 this 17 day of April, 2023.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
President of the Board of Health

Voucher Number	Claimant		Description	Amount
20230207	Alpha Media	15	Radio Advertising	\$ 680.00
20230208	Clarius Languages	12-1/81/15	Translation Services	\$ 342.53
20230209	Central Washington Hospital	12-1	March Meal Service for I&Q	\$ 352.19
20230210	Davies, Luke	16	Mileage Reimbursement, Per Diem, and Lodging Expense Reimbursement	\$ 635.71
20230211	Desmond & Louis, Inc.	15	PIO Training	\$ 850.00
20230212	Farias, Veronica	16	Medical and Mileage Expense Reimbursement	\$ 46.59
20230213	GEM Resourcing	16	Recruiting Services	\$ 11,990.00
20230214	Gonzalez, Brenda	15	Outreach Supplies	\$ 39.12
20230215	Health Equity	16	Healthcare Benefit March 2023	\$ 129.20
20230216	Lake Chelan Health	12-2	Labor Cost Vaccination Project	\$ 1,432.31
20230217	Local-Tel Communications	16	Installation Service Hours, Travel Charge, and Phone Expense	\$ 1,211.18
20230218	ODP Business Solutions LLC	16/63	Office Supplies	\$ 756.93
20230219	Pure Water Partners	16	Monthly Water Dispenser Expense for 100th Building	\$ 64.02
20230220	Stone, Anthony	12	Travel Per Diem	\$ 34.00
20230221	Townsquare Media	62/15/12-1	Radio Advertising	\$ 2,136.00
20230222	Village Reach	11	Personnel AAR Contract Expense	\$ 7,219.34
20230223	Visa	63/16	NFP Books and Web App, Repairs on district 9 trailer, and Alarm monitoring, cl	\$ 741.78
				\$ 28,660.90

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. 20230224** through **No. 20230241** are approved for payment in the amount of \$28,660.90 this 17 day of April, 2023.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
President of the Board of Health

Voucher Number	Claimant	Description	Amount
20230224	Ag Supply Co.	16 Gas Expense and Office Supplies	\$ 776.58
20230225	Alliance 2020, Inc.	16 Background Check Expense	\$ 51.99
20230226	Control Solutions, Inc.	12-2/83 Calibration Services	\$ 67.28
20230227	Douglas County PUD	16/11 Utilities	\$ 528.00
20230228	Fed Ex	16 Postage	\$ 10.98
20230229	Forhan, Diane	16 Medical Expense Reimbursement	\$ 315.13
20230230	Gonzalez, Krishna	16 Mileage Expense Reimbursement	\$ 32.75
20230231	Lamar Companies	15 Advertising Expense	\$ 1,685.00
20230232	Lifeline Ambulance Inc.	12-1 Medical Health Checks at Motel 6 I&Q	\$ 252.45
20230233	MacDonald-Miller Facility Solutions, Inc.	16 HVAC Maintenance and Smart Building Services	\$ 2,664.49
20230234	Mouret, Sean	12 Regional Public Health School Nurse Liaison for March	\$ 6,168.00
20230235	Outfront Media	15 Advertising Expense	\$ 1,100.00
20230236	Penguin Landscaping and Snow Removal	16 De-Icing	\$ 750.00
20230237	Pitney Bowes Global Financial, LLC	16 Quarterly Postage Meter Lease Payment	\$ 469.03
20230238	Shai Creates LLC	15 Accessibility Software	\$ 3,000.00
20230239	University of WA Department of Epidemiology	10 Chelan-Douglas NCWCHA Project	\$ 37,500.00
20230240	Visa	Misc. Employee Health & Wellness National Public Health Supplies, Software, and Lodging	\$ 1,245.59
20230241	WSEHA	41 AEC Registration for EH Staff	\$ 1,300.00
			\$ 57,917.27



## COUNTY OF CHELAN AMERICAN RESCUE PLAN ACT GRANT PROGRAM

The County of Chelan is pleased to award your organization a financial support grant funded through the American Rescue Plan Act (ARPA) (CFDA No.: [21.027]). The funding objective for this program is “Creating Healthy Communities: Project funding related to expanding behavioral health care (including mental health and substance use treatment) and/or investing in COVID-19 prevention and mitigation efforts” for eligible non-profits as enumerated in the U.S. Treasury Department’s (U.S. Treasury) [Final Rule](#).

### Grant Details

The Chelan Douglas Health District has been impacted by the COVID-19 Pandemic as the lead local agency responding to the public health crisis with limited facilities and staff.

Funding is awarded in the amount of **\$ 653,679.00** for the following items:

- **\$ 653,679.00** for capital and IT infrastructure improvements to allow the health district to continue to respond to the COVID19 pandemic as well as improve the working environment for those providing services and allow clients of the district to do more business online increasing access to public health services.

These funds will allow the Chelan Douglas Health District to improve access to public health resources by making necessary investments in the water, sewer, broadband or other pandemic related infrastructure uses including public health infrastructure.

### Grant Funding Agreement

I, the undersigned, make the following acknowledgements:

- The information contained in this agreement is true and complete to the best of my knowledge, information, and belief.
- I understand all awarded funds **SHALL** be expended no later than September 30, 2024.
- I acknowledge that awarded funds may only be used for eligible expenses that are outlined in the [Final Rule](#).
- I agree to maintain (and provide, if necessary) documentation regarding the manner in which the funds are expended, including but not limited to financial reports and other supporting documentation (i.e., purchase support, invoices, timecards, and payroll support, etc.).
- I understand and agree that records related to the use of grant funds must be produced promptly upon request from the County of Chelan, the U.S. Treasury, and the Comptroller General of the United States, and other, and agree to submit to audit.
- I understand and agree that if I receive funding from the County of Chelan’s ARPA Grant Program, and I do not use all the funds by the September 30, 2024, or use the funds for expenses other than the authorized purpose outlined in my application, I will be required to return the awarded funds to the County of Chelan.
- I certify that I have the authority to legally bind the business, non-profit, or organization.



- I agree to indemnify and hold harmless the County of Chelan, U.S. Treasury, and the elected officers, employees, agents and/or representatives of each said government entity, for any ARPA funds received from the U.S. Treasury through the County of Chelan.
- If all of the outlined requirements are not met in full, or if any information provided on this application is found to be false or incorrect, the business, non-profit, or organization will be deemed immediately in default and funds shall be returned to the County of Chelan within 30 days of written notification of default. I also agree that, if I accept the County of Chelan's ARPA Grant Program funding, I will be bound by the obligations and liabilities described in this agreement, and that the County of Chelan shall have the right to enforce those obligations and liabilities in any manner provided by law.
- By signing below, the applicant represents, warrants, and certifies that the information provided herein is true, correct, and complete. I also understand and agree that this agreement, combined with award of a County of Chelan ARPA Grant, constitutes a binding contract, and shall be deemed a valid original instrument if delivered electronically.

### Payment and Reporting Structure

The Recipient of this agreement is required to submit annual financial report based on the schedule outlined below.

Report Period	Report Dates	Report Deadline
1	Project Start Date – December 31, 2023	January 31, 2024
2	January 1, 2024 – September 30, 2024	October 30, 2024

The Recipient will be required to provide a detailed listing of expenses that support the financial report(s) submitted.

The County of Chelan agrees to pay the Recipient of this agreement 90% of the Recipients total award following the execution of this agreement. The remaining 10% of the Recipient's award will be paid commensurate to all required reporting being completed, reviewed, and approved by the County of Chelan.



**Award Budget**

Total Award Budget: \$ 653,679.00

Description of Budget/Financial Plan for Funds (as provided in application):

The \$653,679.00 funds will contribute to the overall cost of the capital improvements.

Funds are to be used for the improvements to the following:

- 1) Furniture, cubicle, office & clinical space remodel
- 2) Bathroom remodel
- 3) Windows reseal/ replace
- 4) Communications reader board modernization
- 5) Communications rebranding after COVID 19 Public Health
- 6) Sunset Hwy reader board modernization
- 7) IT-Electronic health records system upgrade for COVID & other CD
- 8) HVAC Modernization
- 9) Parking lot adjustments

The County of Chelan hereby enters into this grant agreement with the grantee named herein.

County of Chelan Board of Commissioners

Chelan Douglas Health District

By \_\_\_\_\_

By \_\_\_\_\_

TIFFANY GERING, CHAIRWOMAN

Name \_\_\_\_\_

Attest \_\_\_\_\_

Title \_\_\_\_\_

CARLYE BAITY, CLERK OF THE BOARD

Date \_\_\_\_\_

Date \_\_\_\_\_

UEI # HA2WL3JBCZB6

**INTERLOCAL COOPERATION AGREEMENT BETWEEN  
DOUGLAS COUNTY AND THE CHELAN-DOUGLAS HEALTH DISTRICT  
RE: CARES FUNDS**

This Agreement is made by and between Douglas County, Washington (the “County”), and the Chelan-Douglas Health District (the “District” and/or “Subrecipient.”).

WHEREAS, the County is a political subdivision organized and existing under the Washington State Constitution and the laws of the State of Washington, and particularly those set forth at RCW Title 36; and

WHEREAS, the District is duly organized pursuant to the provisions of RCW Titles 70.05 and 70.46; and

WHEREAS, on March 11, 2021, the American Rescue Plan Act (H.R. 1319), Section 4001, (“ARPA”), was signed into law providing federal funding relief was signed into law providing federal funding relief for American workers, families, industries, and state and local governments; and

WHEREAS, on May 10, 2021, the United States Department of the Treasury released an additional final guide on allowed uses of funds, and allocated \$350 billion for state, local, territorial, and Tribal governments from the ARPA Fund; and

WHEREAS, Douglas County’s share of the ARPA Fund is \$8,435,574; and

WHEREAS, unlike other Washington Health Departments and Districts, Chelan-Douglas did not receive ARPA funding directly from the Treasury Department; and

WHEREAS, Douglas County desires to immediately allocate \$378,902 to the District for eligible improvements and processes; and

WHEREAS, the County and the District enter into this Interlocal Cooperation Agreement (“this Agreement”) under the authority of RCW Chapter 39.34.

NOW, THEREFORE, in consideration of the premises and promises, terms and conditions set forth below, it is hereby agreed as follows:

**ARTICLE I  
PURPOSE**

1.01 **Purpose.** The purpose of this Agreement is to set forth the terms and conditions under which the County will provide grant funding to the District. The District shall be classified as a Sub-recipient for this grant, provided under Assistance Listing Number (ALN) 21.027, and Federal Assistance Identification Number (FAIN) SLFRP2214.

## ARTICLE II FEDERAL REQUIREMENTS

2.01 Subrecipient understands this Agreement is for an ARPA Act Subaward from County under ALN No. 21.027 and, as such:

1. Subaward funds may only be expended for eligible uses under and in full compliance with Section 603(b) of the Social Security Act (the Act), as amended by Section 9901 of the ARPA Act and in accordance with US Treasury Coronavirus State and Local Fiscal Recovery Fund rules and the Compliance and Reporting Guidelines for State and Local Fiscal Recovery Funds as may be amended and supplemented.

2. Subaward funds may only be used for costs applicable to this Agreement which are included in the approved budget. Subaward funds may not be used for general administration or operation of the Subrecipient and may not replace non-federal funds in any jointly funded project.

3. Subrecipient may provide an approved federally recognized indirect cost rate negotiated between the Subrecipient and the Federal Government. If no such rate exists, a *de minimis* indirect cost rate (10%) as defined in 2 CFR 200.414 Indirect (F&A) costs, paragraph (f), may be used.

2.02 In addition to other audit requirements set forth in this Agreement, Subrecipients who are not required to obtain a single or program-specific audit that meets the requirements of 2 CFR 200.500-507 or do not have audited financial statements prepared, are required at a minimum to have a reviewed financial statement prepared annually by an independent Certified Public Accountant (CPA). Audits and/or reviewed financial statements must be submitted to the County within thirty (30) calendar days of issuance. The review must be conducted in accordance with the Statements and Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants for non-profits or the Government Auditing Standards issued by the Comptroller General of the United States for government entities .



**ARTICLE III  
GRANT FUNDING AND DISTRICT'S USE OF FUNDS**

**3.01 Grant Funding.** The County hereby agrees to provide the sum of \$378,902 to the District from Douglas County's share of the ARPA Fund allotment, to be used for infrastructure improvements and other associated costs not accounted for in the District budget. **Funds must be earmarked for expenditure by December 31, 2024, and exhausted by December 31, 2026. The District shall provide a yearly list of expenditures to the County by December 31 of each year.**

**3.02 District's Use of Grant Funds.**

The District shall ensure that the funds cover costs that are directly related to the infrastructure improvements and other necessary support to assist in the recovery from the COVID pandemic. The District shall ensure compliance with all applicable state and federal laws, including 87 FR 4338.

The District MAY use the funding for:

1. To respond to the public health emergency or its negative economic impacts, including assistance to households (such as affordable housing, job training, and childcare), small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
2. To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
3. For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
4. To make necessary investments in water, sewer, broadband or other pandemic related infrastructure uses.

**3.03 Ineligible Use of Funds**

The District may NOT use the funding for:

1. Deposit into any pension fund;
2. Debt service;
3. Replenishing financial reserves such as rainy day funds;

4. Satisfaction of settlements or judgments, unless the settlement requires the recipient to provide services or incur other costs that are an eligible use of ARPA funds;
5. Programs, services, or capital expenditures that undermine efforts to stop the spread of COVID-19; or
6. Expenses that violate the award terms and conditions or other laws and regulations (such as laws regarding procurement, contracting, conflicts of interest, environmental standards, or civil rights).

#### **ARTICLE IV ADMINISTRATION**

4.01 **Administration.** This Agreement shall be administered by the District with no administrative or overhead costs passed to the County.

#### **ARTICLE V EFFECTIVE DATE OF AGREEMENT**

5.02 **Duration.** This Agreement shall be effective only upon execution by the parties and filing with the Douglas County Auditor.

#### **ARTICLE VI INDEMNITY**

6.01 **Claims.** The District agrees to indemnify, defend and hold the County, its departments, elected and appointed officials, employees, and agents, harmless from and against any and all claims, damages, losses and expenses, including without limitation personal injury, bodily injury, sickness, disease, or death, or any damage to or destruction of property, including the loss of use resulting therefrom, which are alleged or proven to be caused in whole or in part by an act or omission of the District's officers, directors, employees and agents relating to the District's performance of work funded by this Agreement.

#### **ARTICLE VI PERFORMANCE OF AGREEMENT**

7.01 **Compliance with All Laws.** Each party shall comply with all federal, state and local laws, rules, regulations and ordinances applicable to the performance of this Agreement.

**7.02 Maintenance and Audit of Records.** Each party shall maintain books, records, documents and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review and audit by either party or its designee, and the Washington State Auditor's Office. Each party shall retain all such books, records, documents and other materials for five (5) years following the termination of this Agreement.

**7.03 On-Site Inspections.** Either party or its designee may evaluate the performance of this Agreement through on-site inspection to determine whether performance is in compliance with the standards set forth in this Agreement, and in compliance with federal, state and local laws, rules, regulations and ordinances.

**7.04 Improper Influence.** Each party agrees, warrants and represents that it did not and will not employ, retain or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining or extending this Agreement. Each party agrees, warrants and represents that no gratuity whatsoever has been or will offered or conferred with a view towards obtaining, maintaining or extending this Agreement.

**7.05 Conflict of Interest.** The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest.

## **ARTICLE VIII NON-DISCRIMINATION**

**8.01 Mandatory Compliance.** During the performance of this Agreement, Subrecipient shall comply with federal, state, and local laws including, but not limited to:

1. Section 703, Titles VI and VII of the Civil Rights Act of 1964 [42 U.S.C. 2000d et seq.], the Civil Rights Act of 1991 [42 U.S.C. 1981],
2. The Americans with Disabilities Act of 1990 (ADA) [42 U.S.C. 12101 et seq.],
3. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 [42 U.S.C. 3601 et seq.]
4. Sections 503 and 504 of the Rehabilitation Act of 1973 [29 U.S.C. 793 and 794], the Age Discrimination in Employment Act of 1967 [29 U.S.C. 621],
5. The Age Discrimination Act of 1975 [42 U.S.C. 6102],
6. The Vietnam Era Veterans Readjustment Assistance Act of 1974 [38 U.S.C. 2011],
7. Any relevant Executive Order (E.O.) issued by the President of the United States,

8. The Washington State Law Against Discrimination [Chapter 49.60 RCW], and

9. Any related provisions of the Code of Federal Regulations (CFR), Washington Administrative Code (WAC) and Revised Code of Washington (RCW), or any subsequent amendments to these provisions.

8.02 **EEO:** Requirements of County's Equal Employment Opportunity Policy are incorporated by reference to this Agreement and include, but are not limited to, the following:

1. Subrecipient shall not discriminate against any employee or applicant for employment, nor conduct any unlawful employment practices because of race, color, religion, creed, national origin, sex, sexual orientation, age, marital status, veteran status, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a disabled person. This requirement does not apply, however, to a religious corporation, association, or educational institution with respect to the employment of individuals of a particular religion to perform work connected with the operation of such corporation, association, or educational institution, in pursuit of its activities.

2. Subrecipient will not, on the basis of race, color, religion, creed, national origin, sex, age, disability, sexual orientation, marital status, or veteran status:

Deny an eligible individual any services or other benefits provided under this Agreement or any subcontracts awarded pursuant to this Agreement.

Provide any services or other benefits to an individual which are different or are provided in a different manner from those provided to others under this Agreement or any subcontracts awarded pursuant to this Agreement.

Subject an individual to unlawful segregation or separate treatment, or unlawful discriminatory treatment in any manner related to the receipt of any services and/or the use of the Subrecipient's facilities, or other benefits provided under this Agreement; nor

Deny any individual an opportunity to participate in any service provided by this Agreement or afford an opportunity to do so which is different from that afforded others under this Agreement. In determining: (i) the types of service or the benefits to be provided; (ii) the class of individuals to whom, or the situation in which, such services or other benefits will be provided; or (iii) the class of individuals to be afforded an opportunity to participate in any service or other benefits; the Subrecipient will not utilize criteria or methods of administration which have the effect of subjecting individuals to discrimination because of their race, color,

religion, creed, national origin, sex, sexual orientation, age, marital status, veteran status, or the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a disabled person.

As required by Title II/III of the ADA regarding places of public accommodation, Subrecipient will ensure equal opportunity for individuals with disabilities to receive services. Subrecipient will make reasonable modifications to policies, practices, and procedures that deny equal access to individuals with disabilities.

## **ARTICLE IX RELIGIOUS ACTIVITIES**

9.01 In accordance with the First Amendment of the United States Constitution and with Article 1, Section 11 of the Washington State Constitution, as a general rule, funds received under this Agreement may not be used for religious activities. The following restrictions and limitations apply to the use of funds provided by County under this Agreement:

1. Subrecipient may not engage in inherently religious activities, such as worship, religious instruction, or proselytization as part of the services funded under this Agreement.
2. Subrecipient may engage in inherently religious activities, but such activities must be separated in time or place from the services provided to beneficiaries under this Agreement and participation in such activities by individuals to receive services under this Agreement must be voluntary.

## **ARTICLE X DISPUTES**

10.01 **Time.** Time is of the essence of this Agreement.

10.02 **Waiver Limited.** A waiver of any term or condition of this Agreement must be in writing and signed by the party. Any express or implied waiver of a term or condition of this Agreement shall apply only to the specific act, occurrence or omission and shall not constitute a waiver as to any other term or condition or future act, occurrence or omission.

10.03 **Attorney's Fees.** If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, each party shall pay its own attorney's fees and costs incurred in that action, arbitration or other proceeding.

10.04 **Governing Law and Venue.** This Agreement shall be governed exclusively by the laws of the State of Washington. Douglas County shall be the sole proper venue for any and all suits brought to enforce or interpret the provisions of this Agreement.

**ARTICLE XI  
GENERAL PROVISIONS**

11.01 **Assignment.** Neither party may assign its rights or delegate its duties under this Agreement, whether by assignment, further, subcontract or other means. Any such attempted assignment or delegation shall be void and shall constitute a material breach of this Agreement.

11.02 **Entire Agreement.** This Agreement constitutes the entire agreement between the parties. There are no understandings or agreements between parties other than those set forth in this Agreement. No other statement, representation or promise has been made to induce either party to enter into this Agreement.

11.03 **Modification.** This Agreement may not be amended, supplemented or otherwise modified unless expressly set forth in a written agreement signed by the parties and adopted by resolution of each party's legislative authority.

11.04 **Invalid Provisions.** The invalidity or unenforceability of any particular term or provision of this Agreement shall not affect the validity or enforceability of any other term or provision and this Agreement shall be construed in all respects as if such invalid or unenforceable term or provision was omitted.

11.05 **Filing and State Approval.** Pursuant to RCW 39.34.040, this Agreement shall be filed with the Douglas County Auditor prior to its entry into force. This Agreement shall also be filed with the District's Secretary.

Adopted: \_\_\_\_\_

DOUGLAS COUNTY, WASHINGTON  
BOARD OF COUNTY COMMISSIONERS

\_\_\_\_\_  
Dan Sutton, Chair

\_\_\_\_\_  
Marc Straub, Vice Chair

\_\_\_\_\_  
Kyle Steinburg, Commissioner

ATTEST:

\_\_\_\_\_  
Clerk of the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
Civil Deputy Prosecuting Attorney

Adopted: \_\_\_\_\_

CHELAN-DOUGLAS HEALTH DISTRICT  
BOARD

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Secretary

ATTEST:

\_\_\_\_\_  
Director

**CHELAN-DOUGLAS HEALTH DISTRICT**  
**Cash/Investments**  
**Mar-23**

Cash on Hand - Petty Cash	500.00	
General Account - Chelan County Treasurer	88,511.73	
Payroll Clearing Account - Key Bank	35,949.52	
Investment Account - Chelan County Treasurer	2,820,851.35	
<i>Investment broken out as follows:</i>		
<i>Public Health Emergency Reserves</i>		169,335.12
<i>Vehicle Reserves</i>		89,160.13
<i>General Investment</i>		2,562,356.10
 Total Cash/Investments	 2,945,812.60	

**CHELAN-DOUGLAS HEALTH DISTRICT**  
**Budget vs Actuals 2023 Budget**  
**YTD March 2023**

	Actual	Budget	
Permits	128,433.51	1,108,193.00	11.6%
Federal Grants	372,401.17	2,053,175.75	18.1%
State Grants	141,764.77	561,877.00	25.2%
State Entitlements	1,031,317.00	2,062,633.00	50.0%
County Assessments	114,454.68	457,818.92	25.0%
Fees	127,258.85	427,123.00	29.8%
Interest	21,016.87	30,000.00	70.1%
Other Revenue	4,028.48	60,000.00	6.7%
Total Revenue	<hr/> 1,940,675.33	<hr/> 6,760,820.67	28.7%
 Wages	 891,227.23	 3,926,861.02	 22.7%
Benefits	316,810.40	1,365,625.32	23.2%
Supplies	68,566.82	262,781.32	26.1%
Services	427,504.83	1,188,576.08	36.0%
Total Expenses	<hr/> 1,704,109.28	<hr/> 6,743,843.74	25.3%



**CHELAN-DOUGLAS HEALTH DISTRICT**  
**Budget vs. Actuals 2023 Budget**  
**YTD March 2023**

	Total		
	Actual	Budget	% of Budget
<b>Income</b>			
640.001.32120.00.000 HEALTH - BUSINESS LICENSES AND PERMITS	51,691.20	623,121.00	8.30%
640.001.32210.00.000 BUILDINGS, STRUCTURES AND EQUIPMENT PERMITS	76,742.31	485,072.00	15.82%
640.001.33310.55.000 SPEC SUPPLEMENTAL NUTRITION PROGRAM-WIC	51,164.26	168,138.00	30.43%
640.001.33393.06.000 PUBLIC HEALTH EMERGENCY PREPAREDNESS	69,068.45	218,493.00	31.61%
640.001.33393.10.000 FDA RESEARCH	4,235.92		
640.001.33393.26.000 IMMUNIZATION GRANT	69,310.31	439,199.75	15.78%
640.001.33393.32.000 EPIDEMIOLOGY/LAB CAPACITY (ELC)	93,476.76	1,002,186.00	9.33%
640.001.33393.77.000 MEDICAID MATCH	29,800.26	100,000.00	29.80%
640.001.33393.99.000 PREVENTATIVE HEALTH/MCH BLOCK GRANT	23,701.08	125,159.00	18.94%
640.001.33397.03.000 FEMA DISASTER ASSISTANCE	31,644.13		
640.001.33403.10.000 DEPARTMENT OF ECOLOGY	24,500.35	111,000.00	22.07%
640.001.33406.90.000 HCA GENERAL FUNDS	117,264.42	450,877.00	26.01%
640.001.33604.24.000 PUBLIC HEALTH ASSISTANCE	199,817.00	399,633.00	50.00%
640.001.33604.25.000 FOUNDATIONAL PUBLIC HEALTH SERVICES	831,500.00	1,663,000.00	50.00%
640.001.33862.00.000 PUBLIC HEALTH	114,454.68	457,818.92	25.00%
640.001.34620.00.000 PUBLIC HEALTH CLINIC	286.00	8,000.00	3.58%
640.001.34650.00.000 ENVIRONMENTAL HEALTH FEE FOR SERVICES	99,867.25	314,123.00	31.79%
640.001.34670.00.000 OTHER PUBLIC HEALTH FEES (VITAL STATS)	27,105.60	105,000.00	25.81%
640.001.35000.00.000 FINES AND FORFEITS	1,200.00		
640.001.36111.00.000 INVESTMENT INTEREST	21,016.87	30,000.00	70.06%
640.001.36900.00.000 OTHER MISCELLANEOUS REVENUES	2,828.48	60,000.00	4.71%
<b>Total Income</b>	<b>\$ 1,936,439.41</b>	<b>\$ 6,760,820.67</b>	<b>28.64%</b>

**CHELAN-DOUGLAS HEALTH DISTRICT**  
**Budget vs. Actuals 2023 Budget**  
**YTD March 2023**

Expenses	Total		
	Actual	Budget	% of Budget
640.001.56200.10.000 SALARIES & WAGES	891,227.23	3,926,861.02	22.70%
640.001.56200.20.000 PERSONNEL BENEFITS	316,810.40	1,365,625.32	23.20%
640.001.56200.30.000 SUPPLIES	7,971.69	96,381.32	8.27%
640.001.56200.35.000 SMALL TOOLS & MINOR EQUIPMENT	0.00	800.00	0.00%
640.001.56200.35.100 BOOKS, REFERENCES & VIDEOS	345.66	1,650.00	20.95%
640.001.56200.35.200 SOFTWARE	44,050.86	162,700.00	27.07%
640.001.56200.35.300 HARDWARE	16,198.61	2,050.00	790.18%
640.001.56200.41.100 SERVICES - LEGAL	38,104.00	90,000.00	42.34%
640.001.56200.41.200 SERVICES - AUDIT	0.00	25,000.00	0.00%
640.001.56200.41.300 SERVICES - INTERPRETING	343.64	11,000.00	3.12%
640.001.56200.41.450 SERVICES - ANSWERING SERVICE	822.83	2,400.00	34.28%
640.001.56200.41.500 SERVICES - OUTSIDE DRS & DENTISTS	0.00	10,000.00	0.00%
640.001.56200.41.600 SERVICES - COMPUTER	0.00	4,600.00	0.00%
640.001.56200.41.900 SERVICES - CONTRACTS & MISC	237,922.75	426,144.00	55.83%
640.001.56200.41.930 SERVICES - PARKING LOT MAINT	5,971.46	5,000.00	119.43%
640.001.56200.42.010 TELEPHONE	7,497.37	39,776.00	18.85%
640.001.56200.42.020 POSTAGE	3,981.91	3,500.00	113.77%
640.001.56200.43.000 TRAVEL/TRAINING	34,922.53	83,223.00	41.96%
640.001.56200.40.000 ADVERTISING	27,694.42	82,500.04	33.57%
640.001.56200.45.000 OPERATING RENTALS & LEASES	9,244.00	31,500.00	29.35%
640.001.56200.46.000 INSURANCE	0.00	125,000.00	0.00%
640.001.56200.47.000 PUBLIC UTILITY SERVICES	4,932.11	16,000.00	30.83%
640.001.56200.48.000 REPAIRS	12,180.31	24,200.00	50.33%
640.001.56200.49.000 PRINTING - OFFICE	1,511.96	4,299.96	35.16%
640.001.56200.49.001 PRINTING - COPIER	4,269.85	18,000.00	23.72%
640.001.56200.49.200 PAMPHLETS - PRINTED OR PURCHASED	0.00	10,000.00	0.00%
640.001.56200.49.300 DUES & MEMBERSHIPS	10,572.89	21,200.04	49.87%
640.001.56200.49.400 SUBSCRIPTIONS	1,389.32	2,000.04	69.46%
640.001.56200.49.500 OTHER EXPENDITURES	26,143.48	152,233.00	17.17%
640.001.56200.49.700 CONTINUING EDUCATION	0.00	1,000.00	0.00%
<b>Total Expenses</b>	<b>\$ 1,704,109.28</b>	<b>\$ 6,743,843.74</b>	<b>25.27%</b>



# Fiscal & Operations Quarterly BOH Report

First Quarter 2023

## **Highlights:**

The Fiscal team has finished uploading all of the supporting documentation for the Department of Health FEMA grant, and we have notified DOH that they can start the review of the documentation.

Our staff members continue to work on the annual report to the State Auditor. We plan on completing the reporting in the next week or two. Once the report is complete, we'll notify the State Auditor that we are ready for our 2022 Audit. The District is scheduled to have a Single Audit for 2022. This will be a review of District's financial statements and compliance with Federal Programs.

DOH will be conducting on-site Fiscal Monitoring during the first week in May. The fiscal staff will also participate in a desk audit of the NFP Program, conducted by DCYF on April 24<sup>th</sup>.

Our Vital Stats department continues to see increased client usage of the Permittium online birth/death application program. The monthly revenue increased from an average of \$4,000 per month in Oct-Dec 2022 to an average of \$6,000 per month Jan-Mar 2023.

Fiscal staff and the Administrator are conducting a review and update of the District's fiscal policies. These will also be presented to Department of Health during their fiscal monitoring in early May.

## **Essential Data:**

With 25% of the year complete, the District is at 28.7% of budgeted revenue and 25.3% of budgeted expenses.



# Personal Health Report

First Quarter 2023

## **Introduction:**

The Personal Health Team continues to provide client-based services (WIC, NFP, ABCD, CYSHCN, TB case management, Immunizations) via in- person visits, tele visits, and home visits.

The Personal Health Director started attending the Childhood Blood Lead FPHS Core Team meetings- this core team is responsible for developing a program model for childhood lead case management.

Several team members attended the COVID AAR hot wash facilitated by Village Reach.

## **Nurse-Family Partnership (NFP):**

<b>Number of Families Enrolled</b>	<b>Number of Families Served</b>	<b>Number of Children Served</b>	<b>New Clients Enrolled</b>	<b>Clients Closed</b>	<b>Number of Graduates</b>	<b>Total Completed Encounters for the period</b>	<b>Total Outgoing Referrals to Other Services</b>
62	62	55	9	6	3	213 (168 in-person, 45 via tele health)	99

## **Access to Baby & Child Dentistry (ABCD):**

In addition to the community/provider outreach the Coordinator completed, she also supported the University Of Washington School Of Dentistry with a water fluoride study in Okanogan County. The Coordinator helped secure a location in Okanogan County for the UW team to meet with potential study participants and she helped recruit 20 participants for the study.

<b>Number of Children Enrolled</b>	<b>Number of Community Outreach Events / total # reached</b>	<b>Number of Letters Sent to Eligible Participants</b>	<b>Total Outgoing Referrals to Other Services</b>	<b>Number of Outreach Visits to Existing ABCD Provider Offices</b>	<b>Number of Outreach Visits to New Dental Offices</b>
52	8/875	434	35	7	2

**Women Infants & Children (WIC):**

In February, we hired Yanet Lozano to fill the WIC Certifier-Clerk Typist position.

The WIC team prepared for the extended leave of our WIC Coordinator; Quinn Kenoyer, WIC RD, will be completing the WIC Coordinator/Certifier duties during this time.

Started introducing a new learning portal for WIC participants called WIC Health; this learning platform will be an alternative to in-person nutrition education once we return to in-person services. Clients will still need to come in for their anthropometric measurements, but they will have the option of receiving nutrition education/counseling online.

<b>Clinic Site</b>	<b>Total Women Enrolled</b>	<b>Total Infants Enrolled</b>	<b>Total Children Enrolled</b>	<b>Total Caseload</b>
<b>East Wenatchee</b>	130	126	350	606
<b>Leavenworth</b>	1	1	7	9

\*\*This data only reflects January and February; March caseload data is not available yet. \*\*

**Children & Youth with Special Health Care Needs (CYSHCN):**

Scheduled 2023 quarterly meetings with Community Care Coordinators; held first meeting on March 15<sup>th</sup>- 7 people were in attendance from CDHD, NCESD, Confluence Health and Molina: shared/discussed mental health resources, CYSHCN resources, COVID resources for families, Strong Start, barriers for families (identified as affordable housing, childcare for CYSHCN, transportation)

<b>Number of Clients Enrolled</b>	<b>New Referrals Received</b>	<b>New Clients Enrolled</b>	<b>Clients Closed</b>	<b>Total Completed Encounters for the period</b>	<b>Total Outgoing Referrals to Other Services</b>
39 (6 are for elevated blood lead levels)	5	1	5	133	13

**CYSHCN Outreach**

1/19/2023	Head Start Parent Night	Wenatchee	33
1/25/2023	School PAC Meeting	Wenatchee	336
2/22/2023	Head Start	Bridgeport	26
2/26/2023	God's Closet	E. Wenatchee	400



## **Public Health Nutrition:**

Weight loss support group (Monthly, open to anyone that wants to attend)

- January: 13 people attended (set goals, discussed expectations and recorded weights)
- February: 18 people attended (reviewed goals, educated on obesity as a chronic disease, reviewed barriers to change and successes and room for improvements)
- March: 16 people attended (reviewed goals, discussed barriers, group facilitated discussion)

YWCA Cooking Classes- 10 participants

Nutrition In-service for NFP Staff

Training to cover extended leave of WIC Coordinator/Certifier

Wenatchee School District Family and Consumer Science Advisory Committee- helping plan up to date nutrition education covered in classrooms.

Connected with Community Relations Coordinator through Coordinated Care. She is interested notifying her clients of existing and new resources within the Valley, including resources provided at the health district

## **Childcare Consultation:**

Conducted 6 nurse consult visits

Attended an outreach event at Head Start for families and faculty- provided information about CYSHCN and children with elevated blood lead levels.

## **Tuberculosis:**

Updated TB policies and standing orders for Health Officer review

Electronic Disease Notifications (EDNs) – follow-up with 5 previously reported cases

Department of Corrections (DOC) contacts– follow-up with 4 previously reported contacts

Probable TB meningitis case- provided support to health care provider as needed-; case was not infectious

## **Immunization Program:**

Vaccine Clinics at CCRJ-FLU, Hep A, COVID (1/5, 2/23)

Homebound COVID Vaccine Visits (1/12, 3/30)

CDHD COVID Vaccine Compliance Visit from WDOH (2/13)

Began training with DOH for new regional scope of work for CVP Compliance Visits and IQIP Visits

Completed CVP Compliance Site Visit for CVCH Medical in Wenatchee (3/28)

Completed CVP Compliance Site Visit for CVCH Medical in East Wenatchee (3/28)

Completed CVP Compliance Site Visit for Confluence Stemilt Clinic (3/29)

CDHD CVP Compliance Site Visit (3/29)

Vaccines Given:  
Monkey Pox -1  
COVID:  
Monovalent-7  
Bivalent- 14  
FLU:  
Private- 4  
AVP- 28  
Hep A (AVP)- 13

**Health Education:**

Diabetes support group – offered 8 group sessions and served 20 individuals  
Bridgeport Head Start Family Night – served 27 parents  
Un Buen Consejo interviews – monthly on the 2<sup>nd</sup> Monday of each month  
Wenatchee Kiwanis presentation on Alzheimer’s and brain health – 12 participants  
Healthy Eating cooking class at the YWCA in January and March – served 10 individuals

**Communicable Disease:**

These cases reflect reports submitted to the Chelan-Douglas Health District per WAC 246-101. At this time these reports do not reflect the total number of any condition circulating in the community at any given time. As capacity grows for increased disease surveillance with technology and increased staffing capacity, the ability to identify regional incidence and prevalence will improve our understanding of the level and spread of disease.

**Enteric (food borne) and Water Borne** illnesses including: Campylobacter, Giardia E. coli, Salmonella, Shiga Toxin producing E. coli, Shigella and Yersiniosis. Several of the enteric cases reported out of country travel during part or all of their exposure period. A few had potential high-risk household exposures and a few others had no identified risk factors for exposure. The most commonly reported enteric condition for the first quarter of 2023 was Campylobacter. There were 4 GI illness outbreaks in LTCFs.

**Vaccine Preventable** illnesses: There were 17 COVID outbreaks and 2 ILI outbreaks in LTCFs and support/PPE were provided as needed; No other vaccine preventable disease outbreaks were identified. CDHD investigated a few suspect mumps cases during the first quarter of 2023. All three cases were ruled out. Influenza deaths accounted for the greatest number of vaccine preventable conditions reported in the first quarter of 2023.

**Living Environment and Zoonotic (diseases from animals):** illnesses can include - Coccidioidomycosis (Valley Fever), Cryptosporidium, dengue fever, Legionella, Lyme disease, Q Fever, and rabies. One case that falls in this category of conditions was investigated and found to be exposed during out of country travel.



In the first quarter of 2023 two animals were submitted to the Washington State Department of Health rabies lab for testing after human contact. Neither of the animals submitted for testing came back positive for rabies.

**Sexually Transmitted Infections and Blood Borne Pathogens** including: Chlamydia, Gonorrhea, Syphilis, HIV, Herpes Simplex Virus, and Hepatitis C. The majority of cases were Chlamydia and Gonorrhea, with several new cases of Syphilis, HIV, and Herpes Simplex Virus. All of the reports we received for Hepatitis C were patients who were diagnosed with chronic disease, meaning they were not new infections.

**Other notifiable conditions:** CDHD participated in two investigations of Multi Drug Resistant Organisms (MDROs) in conjunction with the WA DOH and impacted local health care facilities.

**Definitions:**

- AAR- After Action Review
- FPHS- Foundational Public Health Services
- NFP- Nurse-Family Partnership
- NSO- National Service Office
- ABCD- Access to Baby and Child Dentistry
- WIC- Women, Infants, Children
- NCESD- North Central Education Services District
- CYSHCN- Children & Youth with Special Health Care Needs
- TB- Tuberculosis
- LTBI- Latent TB Infection
- DN- Electronic Disease Notification
- DOC- Department of Corrections
- CCRJ- Chelan County Regional Jail
- CVP- Childhood Vaccine Program
- IQIP- Immunization Quality Improvement for Providers
- AVP- Adult Vaccine Program
- CD- Communicable Disease
- HCV- Hepatitis C Virus
- HBV- Hepatitis B Virus
- FBI- Foodborne Illness
- PEP- Post Exposure Prophylaxis
- STIs- Sexually Transmitted Infections
- SNF- Skilled Nursing Facility
- ALF- Assisted Living Facility
- AFH- Adult Family Home
- LTCF- Long-Term Care Facility
- ILI- Influenza-like illness





# Communications & Outreach Report

First Quarter 2023

## Introduction:

In the first quarter, the communications team kicked off a yearlong emergency preparedness campaign and established ongoing Environmental Health permit reminders. The outreach team participated in over 12 outreach events in the first quarter and made over 1,330 connections with community members.

## Communications:

**EPR:** CDHD’s latest billboard located on Maple St. in Wenatchee, Highway 97A and Sunset Highway. This billboard is in partnership with CDHD’s Emergency Preparedness and Response program and the “Prepare in a Year” campaign.



**EPR:** Similar to the latest billboard, the communications team has established a monthly prepare in a year campaign:

- January: Make a Communications Plan
- February: Create and Action Plan
- March: Store Water



**EH:** In partnership with Environmental Health, the communications team also established ongoing EH permit reminders:

- Food Permits
- Solid Waste Permits
- Temporary Food Permits



**CDHD:** Due to various job openings, the communication team has established ongoing “We’re Hiring” communications on social media, website and monthly newsletters.



Facebook Analytics (5,197 Followers)

Gender:

81% are women

19% are men

Age:

21% are ages 18 – 34

53% are ages 35 – 54

26% are ages 55 – 65+

City:

30% are from Wenatchee

14% are from East Wenatchee

4% are from Chelan

4% are from Leavenworth

3% are from Cashmere

2% are from Manson

2% are from Malaga

41% are from outside Chelan & Douglas counties



CDHD's Facebook Page

Social Media Posts



CDHD's 3/22 Facebook post on frozen strawberry recall reached over 20,100 people

WEIGHT LOSS SUPPORT GROUP

Ongoing Facebook post promoting CDHD's weightloss class reached over 2,400 people



CDHD's 1/12 Twitter post regarding free Naloxone for WA state reached over 3,700 people



# Communications & Outreach Report

First Quarter 2023

## Outreach:

### **Diabetes Support Group (Started Jan. 23)**

CDHD collaborated with *Parque Padrinos* to offer a weekly diabetes support group for Spanish speaking community members. The group is for adults and youth with diabetes, pre-diabetes, family members and friends of diabetics, or anyone interested in preventing diabetes. The weekly sessions include educational components and a facilitated discussion. Total participants from Jan. 23 – March 20: 57 community members.



### **Weight Loss Support Group (Started Jan. 4)**

CDHD collaborated with Confluence Health to offer a monthly support group to help community members in Chelan and Douglas counties achieve long term weight loss and establish healthy habits. Total participants from Jan. 4 – March 1: 47 community members.



### **CDHD Presentation at Wenatchee Head Start (Feb. 10)**

Miriam Pamatz, CDHD Outreach Coordinator, presented a general “What is Public Health” session at the Chelan-Douglas Child Services Association. We informed over 125 community members about our family health programs including ABCD, CYSHCN, WIC and NFP.



### **KPQ Home Expo at Town Toyota Center (Mar. 10 – 11)**

The outreach team hosted a booth at the KPQ Home Expo Show, featuring Environmental Health and Emergency Preparedness programs. We provided resources around proper recycling and septic system care. We also displayed an emergency preparedness kit, while offering emergency starter kit items that included emergency blankets, whistles, first aid kits, CPR face shields and more to over 500 community members!





## **Highlights:**

- The CDL that we have been working on since December is being cleaned up and retested for drug residues this month.
- We have received notification of a drug contaminated apartment in Chelan County.
- Our new employee, Richard Volpe is currently training in the Onsite Program.

## **Essential Data:**

Solid Waste: During the first quarter, we have received 8 improper solid waste handling complaints located in Wenatchee, Manson and East Wenatchee. We have also provided technical assistance for mold, rats, landlord/tenant and pigeon complaints and/or inquiries. Staff completed 19 permitted facility inspections during the first quarter. Our Solid & Hazardous Waste Program staff member conducted 17 potential hazardous waste site visits during the first quarter.

Onsite & Land Use Program: For the first quarter, we issued 77 septic permits, conducted 15 private water reviews, 5 public water reviews and conducted 12 short plat reviews.

Food Safety Program: Staff conducted 208 routine inspections and 14 preopening inspections during the first quarter.

Water Recreation Facility Program: Staff completed 37 routine inspections in the first quarter.

School Program: Staff completed 5 routine school inspections during the first quarter.

We continue to have vacant positions in environmental health.

RESOLUTION NO. 2020-001

**A RESOLUTION OF THE BOARD OF HEALTH OF THE CHELAN DOUGLAS HEALTH DISTRICT  
DECLARING A STATE OF EMERGENCY IN THE DISTRICT AS A RESULT OF THE COVID 19 VIRUS  
AND ISSUING ORDERS AND AUTHORIZING ACTIONS TO MITIGATE THE IMPACT OF THE VIRUS.**

Whereas, on February 29, 2020, Governor Jay Inslee issued Proclamation 20-05 proclaiming that a State of Emergency exists in all counties in the state of Washington due to the worldwide COVID-19 outbreak; and

Whereas, thereafter, Governor Inslee issued Proclamations 20-6 through 20-12 all addressing emergency measures to be implemented statewide in response to the COVID-19 virus public health emergency; and

Whereas, there is strong evidence that the COVID-19 virus is circulating in Chelan and Douglas Counties; and

Whereas, although most people infected by this virus are likely to recover fully, there is clear evidence that the infection is dangerous for seniors and those with co-occurring health problems, and is likely to result in a significant number of fatalities; and

Whereas, Chelan-Douglas Health District, county Emergency Management, health care organizations, schools and other community organizations are already actively responding to this emergency; and

Whereas, measures taken to mitigate an outbreak are much more successful when taken early, rather than waiting for the peak of an outbreak; and

Whereas, the COVID-19 pandemic is likely to severely strain the capacity of the health care system in this Health District, to the extent that lives may be endangered when critically ill patients cannot be given the best possible care; now therefore,

To better support our citizens in coping with this serious epidemic, the Chelan-Douglas Health District Board of Health hereby declares a state of public health emergency in the Health District and to protect the public health, safety and welfare of the citizens of the Health District hereby, resolves as follows:

1. The Chelan-Douglas Health District and the Chelan-Douglas Health District Health Officer and Administrator, are hereby authorized to take all actions, within their legal authority, which they deem necessary to mitigate the effects of the COVID-19 virus pandemic and to defend and enforce implementation of all such actions.
2. The Chelan-Douglas Health District Health Officer and Administrator are each authorized to issue and enforce all orders necessary to protect the citizens in the Health District from the effects of the COVID-19 virus, including but not limited to, the issuance of orders:
  - a. Restricting group gatherings and other activities which facilitate COVID-19 transmission;
  - b. Promoting practices by individuals, groups, and organizations to help prevent transmission of the COVID-19 virus;

- c. Directing use and control by the Health District of privately owned facilities or premises for alternate care facilities, isolation or quarantine, or other purposes directly related to mitigation of COVID-19 pandemic effects;
  - d. Directing reallocation of privately owned personal protective equipment and supplies to the Health District to be dispensed within the Health District for use by health care services providers and first responders testing and/or treating COVID-19 patients;
  - e. Temporarily altering the practice and standards of care for any health professional or group of health care workers practicing within the boundaries of the Health District;
  - f. Authorizing appointment by the Health Officer of any physician licensed to practice in the State of Washington as an Assistant Health Officer in order to assist the current Health Officer;
  - g. Authorizing appointment of an acting Health Officer by the Administrator, subject to approval by the Chair of the Health District Board of Health, should the incumbent Health Officer become unable to serve, which appointment will remain in effect until the Board of Health is able to act on such an appointment; and
  - h. Authorizing Appointment of an acting Administrator by the Chair of the Health District Board of Health should the incumbent Administrator become unable to serve, which appointment will remain in effect until the Board of Health is able act on such an appointment.
3. The Administrator is authorized to spend up to \$200,000 of Health District reserve funds on an emergency basis to implement the orders and other actions authorized in this Resolution, provided email notice is given to the Board of Health within 48 hours of any such expenditure, with advance notice to be provided to the Board whenever possible.
4. The Administrator is authorized and directed to apply for any state or Federal grants that may become available to provide local funding for COVID-19 related costs.
5. The Administrator is directed to provide copies of this Resolution to the City and Town Mayors and to the Superior and District Court Judges in Chelan and Douglas Counties.
6. This emergency Resolution shall be effective immediately upon approval by the Board of Health and shall remain in effect until repealed by Resolution of the Board of Health.

APPROVED BY THE CHELAN DOUGLAS HEALTH DISTRICT BOARD OF HEALTH AT AN OPEN PUBLIC MEETING THE 16<sup>TH</sup> DAY OF MARCH, 2020.

  
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JILL THOMPSON, CHAIR

ATTEST/AUTHENTICATED:

  
\_\_\_\_\_  
BARRY KLING, ADMINISTRATOR

**CHELAN-DOUGLAS HEALTH DISTRICT  
RESOLUTION NO. 2023-001**

**A RESOLUTION OF THE BOARD OF HEALTH OF THE CHELAN-DOUGLAS HEALTH DISTRICT TERMINATING THE DECLARATION OF EMERGENCY IN THE DISTRICT RELATED TO THE COVID-19 VIRUS EFFECTIVE MAY 11, 2023, AND REPEALING DISTRICT RESOLUTION 2020-001.**

**WHEREAS**, the COVID-19 virus continues to circulate in its various forms within Chelan and Douglas counties and the local healthcare system and Chelan-Douglas Health District are continuously responding to the virus; and

**WHEREAS**, effective May 11, 2023, the State and Federal COVID-19 public health emergency declarations and proclamations are scheduled to end; and

**WHEREAS**, the Chelan-Douglas Health District (the “District”) Board of Health has reviewed the provisions of District Resolution No. 2020-001 declaring the COVID-19 virus presents a public health emergency in Chelan and Douglas Counties and has determined that this Resolution should be repealed effective May 11, 2023, **NOW THEREFORE**;

**THE BOARD OF HEALTH OF THE CHELAN-DOUGLAS HEALTH DISTRICT HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** Effective May 11, 2023, District Resolution No. 2020-001 is repealed.

**APPROVED** by the Board of Health of the Chelan-Douglas Health District at an Open Public Meeting the 17<sup>th</sup> day of April, 2023.

**CHELAN-DOUGLAS HEALTH DISTRICT**

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Marc Straub, Board Chair

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Attest/Authenticated  
Luke Davies, Administrator