



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

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

Board Members Present (quorum):

Marc Straub, Chair (4)

Kevin Overbay (1)

Shon Smith (2)

Michael Peterson (Alternate 7)

Alma Chacon (9)

Joseph Hunter (11)

Jerrilea Crawford, Vice Chair (5)

Dan Sutton (3)

Sharon Waters (6)

Bindu Nayak (8)

Bill Sullivan (10)

Board Members Absent:

Marissa Smith

Non-Voting Alternate Board Members Present:

Maria Hansen (7)

Carin Smith (9)

Staff Present:

Diane Forhan, Operations Director

Mariana Fletcher, Environmental Health Director

Cari Hammond, Community and Family Health Director

Dr. James Wallace, Interim Health Officer

Peter Williams, CD/Epi Director

Kent Sisson, EPR Director

Kristen Hosey, Deputy Director

Hollie Casey, Clerk of the Board

Chuck Zimmerman, CDHD Attorney

Public Present –

The 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 3:01 PM and requested the Board Clerk to take attendance.

Approval of Agenda – (2:20)

Kevin Overbay moved to approve the agenda as presented. Dan Sutton seconded the motion and the motion passed unanimously.

Public Comment – (2:48)

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, Darlene Crum of Douglas County, Kim Darlington of Douglas County, Lisa Templeton of King County, and Jordan Sanford of Chelan County each shared their concerns about the COVID vaccines.

Consent Agenda – (18:05)

- a. Approval of the October 16, 2023 Board Meeting Minutes
- b. Approval of October Payroll in the amount of \$287,774.70
- c. Approval of October Benefits in the amount of \$97,734.03
- d. Approval of Payment of 2023 Vouchers No. 20230681-20230769 in the amount of \$177,500.01
- e. Approval of the Contract Matrix

There was a Board discussion following the review of the Consent Agenda. The content of the Contract Matrix was discussed, and in that, removed from the motion to approve the Consent Agenda, and move forward with approving items a. through d. to allow separate voting on the Contract Matrix.

Kevin Overbay moved to approve the Consent Agenda of items a.– d. Dan Sutton seconded, and the motion passed.

After Board discussion regarding item e., Jerrilea Crawford moved to approve item e. Approval of the Contract Matrix, with the addition of contract Pollution Prevention Assistance and the amendment of the date on the contract COVID19 VACCINES. Alma Chacon seconded the motion. The motion carried with two votes against (Smith and Sullivan), and one abstention (Sutton).

New Business- (44:27)

- a. New Vehicle Purchase (44:31)

Health Administrator, Luke Davies, explained that the District is running into a challenge with ordering vehicles from the state contract. Diane Forhan, Fiscal Director, stated that the District went locally and collected quotes for vehicles from dealerships, but didn't find anything that fit into the budget. Diane gave the Board a handout with a revised cash reconciliation and explained that the District will use the state contract for a Ford Maverick and Explorer and came up with a total of about \$77,342. The 2012 Ford Escape will be sold at auction and the District expects to get about \$5-6,000 to replenish some of the funds used for the new vehicle purchases. Board discussion followed.

Dan Sutton moved to approve the New Vehicle Purchase of a Ford Maverick and a Ford Explorer through the state contract for a total cost of about \$77,342. Joseph Hunter seconded the motion, and the motion passed unanimously.

Old Business – (48:47)

a. Capital Improvements for the Building (48:49)

Luke Davies, Health Administrator, explained to the Board that the renovations have been focused on areas of the highest needs, such as office working spaces, bathrooms for ADA compliance, windows, communication reader boards, and general office space updates that came to approximately \$2,764,046. The ARPA funding that the District received from both counties was approximately \$1,064,000. Luke requested the Board authorize staff to use reserve funds of about \$560,000 to add to the ARPA funding to complete the building construction necessities. The Board asked about the District Reserve Policy. Diane Forhan, Fiscal Director, and Luke Davies stated that they will prepare a policy for Board review. The Board discussed completing a project in phases.

Kevin Overbay moved to approve utilizing the ARPA funding of \$1,057,581 to begin the first phase of remodel. Joseph Hunter seconded the motion, and the motion passed unanimously.

b. 2024 Preliminary Budget (1:13:53)

Diane Forhan, Fiscal Director reviewed the 2024 budget along with the District Staff organizational chart to review vacant staff positions per the Board request from a previous meeting. Additional budget discussion will occur at the December BOH meeting. Board discussion followed.

Reports -- (1:19:10)

Health Officer Report

Dr. James Wallace, Interim Health Officer (1:19:19)

Dr. James Wallace, Interim Health Officer, explained that he will review the COVID and RSV preparedness. There are a few notifiable conditions (Q Fever and Candida auris) that Dr. Wallace will review as well. Dr. Wallace compared the previous and current year RSV numbers as well as the national trend. The ER data on a national level shows comparables of COVID, RSV, and influenza from October of 2022 through the current month. Influenza is low so far but is beginning to increase. RSV is beginning to increase in Washington State but has had a delay in start this year. North Central Washington is lower in the trend of illness in comparison to state-wide numbers. Dr. Wallace reviewed the respiratory illness epidemic thresholds reviewing historic numbers using methodology, regional variation, and anticipation of regional thresholds with local health jurisdiction data. There is a shortage of the RSV vaccine for infants, but there is another vaccine that can be introduced during pregnancy, as well as lowering the age range down to less than 6 months of age in some instances. Q Fever is a notifiable condition caused by a bacteria called coxiella brunetii and is common in sheep, cattle, and goats and can affect those if it is inhaled. Up to 50% of cases are asymptomatic with a 2% mortality rate. It can worsen into an acute febrile illness, pneumonia, hepatitis, pericarditis, myocarditis, and cholecystitis. The mortality rate jumps as high as 65% with chronic conditions and in pregnant women, can even cause still birth and miscarriage. People that work with livestock or veterinarians are a few that are subject to Q Fever as

well as the elderly. The other notifiable condition Dr. Wallace covered is Canadida auris that is a yeast/fungus that is found on the skin and causes infection when it comes in contact with an open wound and enters the blood stream. Candida auris is a problem due to the fact that it causes serious infections in the bloodstream that can lead to death, it can be resistant to medication, it is becoming more common, and it is difficult to identify and can spread through hospital and nursing homes. Board discussion followed.

Administrator Report – (1:52:33)

Luke Davies, Health Administrator (1:52:35)

Luke Davies, the Health Administrator, presented an overview of the District program reports as well as the Administrator's report that was provided in the Board packet. Board discussion followed.

Board Discussion — (2:01:15)

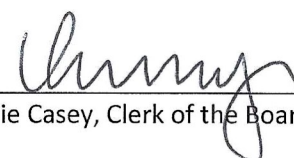
Chair, Marc Straub expressed thanks to the After-Action Review Sub-Committee: Dan Sutton, Kevin Overbay, Bindu Nayak, Alma Chacon and Marissa Smith. Chair Straub also pointed out that Position 8 was posted and received multiple applications which the Boards of County Commissioners of each county will be reviewing. Chair Straub also mentioned the reappointment of Positions 7 and 9 as well as their Alternates.

The Chair then asked how the Board would like to move forward with the earlier discussed District Reserve Policy. Following discussion, the Board consensus was for the Board Chair, Vice Chair, the Health District Administrator, and Diane Forhan, Fiscal Director, to prepare a policy for Board consideration.

Chair Marc Straub declared the meeting adjourned at 5:10PM.



Marc Straub, Board Chair



Hollie Casey, Clerk of the Board