



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Preliminary Board of Health Meeting Agenda
February 26, 2024 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. 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 Board. When recognized, please step up to the microphone (or unmute your screen), state your name and the county jurisdiction you reside in. The Chair will direct Citizen comments to two to three minutes each.*

III. Consent Agenda:

- a. Approval of the January 22, 2024 Board Meeting Minutes
- b. Approval of January Payroll in the amount of \$308,776.98
- c. Approval of January Benefits in the amount of \$106,986.58
- d. Approval of Payment of 2024 Vouchers No. 20240039-20240127 in the amount of \$191,802.51

IV. New Business:

- a. 2024 Revised Budget (Action Item)
- b. 2024 Capital Improvements Budget (Action Item)
- c. BOH Venue Change
- d. Employee Manual for Review for March Approval
- e. Smoke Resiliency
- f. Surplus Vehicle (Action Item)

V. Reports:

- a. Health Officer Update – Dr. James Wallace
- b. Solid Waste Presentation -- Brian Dickey
- c. Administrator Report – Luke Davies

VI. Board Discussion (if time allows):

- a. Succession Planning for Health Administrator (Action Item)
- b. Transition Support

VII. Adjournment



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Chelan-Douglas Health District Board of Health Regular Meeting Minutes – January 22, 2024

Board Members Present (quorum):

Marc Straub (4)
Kevin Overbay (1)
Sharon Waters (6)
Bindu Nayak (8)
Bill Sullivan (10)

Shon Smith, Vice Chair (2)
Dan Sutton (3)
Marissa Smith (7)
Alma Chacon (9)
Joseph Hunter (11)

Board Members Absent:

Jerrilea Crawford, Chair (5)

Non-Voting Alternate Board Members Present:

Maria Hansen (11)
Carin Smith (9)

Michael Peterson (7)

Staff Present:

Diane Forhan, Operations Director
Mariana Fletcher, Environmental Health Director
Cari Hammond, Community and Family Health Director
Dr. James Wallace, Interim Health Officer
Luke Davies, Health Administrator

Kent Sisson, EPR Director
Kristen Hosey, Deputy Director
Hollie Casey, Clerk of the Board
Peter Williams, CD/Epi Director
Erin McCool, 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 3:00 PM and requested the Board Clerk to take attendance.

Approval of Agenda- (1:22)

Vice Chair Shon Smith moved to approve the agenda as presented. Kevin Overbay seconded the motion and the motion passed unanimously.

Public Comment – (1:42)

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, and Lisa Templeton of King County each shared their concerns about the COVID vaccines.

Executive Session: RCW 42.30.110 (1)(i) Pending and Potential Litigation (9:43)

Kevin Overbay moved to go into Executive Session, for no more than 10 minutes, until 3:23. Dan Sutton seconded the motion and the motion passed unanimously.

The Board went into an Executive Session at 3:13 for 10 minutes. The Board came out of the Executive Session at 3:23.

Consent Agenda– (14:35)

- a. Approval of the December 18, 2023 Board Meeting Minutes
- b. Approval of December Payroll in the amount of \$313,964.71
- c. Approval of December Benefits in the amount of \$103,276.83
- d. Approval of Payment of 2023 Vouchers No. 20230841-20230880 in the amount of \$48,340.12 and 2024 Vouchers No. 20240001-20240038 in the amount of \$43,893.95
- e. Approval of the Contract Matrix

Bill Sullivan moved to approve the Consent Agenda with the removal of item e. Contract Matrix, to discuss separately. Joseph Hunter seconded, and the motion passed unanimously. Board discussion followed.

There was some discussion around item e. Contract Matrix, Consolidated Contract CHL31004 Amendment #16 Office of Immunization COVID-19 Vaccine. Marc Straub then moved to approve the Contract Matrix without the Consolidated Contract CHL31004 Amendment #16 Office of Immunization COVID-19 Vaccine, and there was no second.

Board discussion followed around the contract in question and Consolidated Contract CLH31004 Amendment #17 FFY21 CDC COVID-19 PHWFD-LHJ . Luke Davies, Health Administrator, reviewed the contract language for the contract amendments: Consolidated Contract CHL31004 Amendment #16 Office of Immunization COVID-19 Vaccine and Consolidated Contract CLH31004 Amendment #17 FFY21 CDC COVID-19 PHWFD-LHJ. After more Board discussion, Bindu Nyak moved to approve the Contract Matrix as is and Shon Smith seconded the motion. The motion passed with eight in favor of the motion, one opposed (Sullivan), and one abstained (Straub).

There was Board discussion around receiving the amended contracts in advance of the meetings for Board review, when possible. Marc Straub suggested that the Executive Team explore options for a future process that the Board can review.

New Business- (49:27)

- a. First Quarter Surplus List (Action Item) (49:30)
Diane Forhan, Fiscal Director, reviewed the items on the surplus list and explained that the items that are obsolete and still in used and/or good condition can possibly be posted on Ebay. Other items will most likely go to the landfill or recycling.

Vice Chair Shon Smith moved to approve the First Quarter Surplus List provided on page 15 of the Board packet. Bindu Nayak seconded the motion and the motion passed unanimously.

b. Testing Management MOU for Septic System Installers with Washington Onsite Sewage Association (WOSSA) (51:08)

Luke Davies, Health Administrator, introduced Richmond Petty, the On-Site Septic Supervisor, and explained the proposal of the WOSSA training process to the Board and reviewed the handout given out at the meeting. Board discussion followed, and it was agreed to split this item into two separate motions for clarity.

Kevin Overbay moved to approve adjusting the fee schedule to what was presented to the Board, with elected voting members only. Dan Sutton seconded the motion, and the motion passed unanimously.

Dan Sutton moved to approve the MOU provided in the Board packet, with all Members of the Board voting. Joseph Hunter seconded the motion and the motion passed unanimously.

Reports – (1:10:34)

Health Officer Report (1:10:38)

Interim Health Officer, Dr. James Wallace reviewed the current respiratory illness status with a map of the US. Washington State is currently at the low to moderate level for respiratory related illnesses. Emergency department visits peaked at the end of December and are all down trending at this time for Influenza, COVID, and RSV. Influenza, and RSV numbers are down in comparison to last year's numbers nationwide and locally. In NCW we are seeing a downward trend in Influenza, COVID, and RSV for emergency room visits. We are above our seasonal threshold for RSV and below our seasonal threshold for Influenza. There was a measles outbreak in Clark and Wahkiakum Counties recently, and individuals were in isolation and no infection was spread due to well-coordinated responses that caught the illness early and isolated the individuals very quickly. Working with the CDC, DOH, and other states to investigate the recent Salmonella outbreak that occurred across 22 states in the US to see if there is a link for the multi-state outbreak. There was a reported Salmonella case in each Chelan and Douglas Counties. There was a local case of wound Botulism. Dr. Wallace stated that wound Botulism is incredibly rare. The CDC has only had 206 cases of wound Botulism reported over the last 10 years, however, due to the use of needles for intravenous drug users, this may be an underreported number. Board discussion followed.

Fiscal Report -

Diane Forhan, Operations Director (1:35:38)

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

Community and Family Health --

Carl Hammond, Personal Health Director (1:37:47)

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

Health Communications Report --

Kristen Hosey, Deputy Administrator (1:42:38)

Kristen Hosey presented an overview of her report provided in the Board packet.

Environmental Health Report --

Mariana Fletcher, Environmental Health Director (1:51:29)

Mariana Fletcher presented an overview of her report provided in the Board packet.

CD/Epi Report --

Peter Williams, CD/Epi Director (1:55:59)

Peter Williams presented an overview of his report provided in the Board packet.

EPR Report --

Kent Sisson, EPR Director (2:01:58)

Kent Sisson presented an overview of his report provided in the Board packet.

Administrator Report --

Luke Davies, Administrator (2:09:23)

Luke Davies presented an overview of his report provided in the Board packet.

Luke also noted in the meeting that in October the District extended Liz Walker's contract for an additional two months. The District is now in the process of entering into the interlocal operating agreement as well as Chelan County DNR to set up the EPA Grant that the District applied for last year and would like to have that position continue through 2024. The District will have more for the Board in February.

Chair Marc Straub declared the meeting adjourned at 5:35PM.

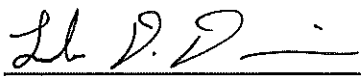
Marc Straub, Board Chair

Hollie Casey, Clerk of the Board

Chelan-Douglas Health District
Payroll 1-25-24 for pay period 01-01 to 01-15-24

Gross Pay	151,960.21
Benefits	53,888.12
Total Payroll Cost	<u>205,848.33</u>
Net Pay	111,813.36
Due to IRS	36,112.13
Due to ESD - SUTA	1,215.68
Due to ESD - WAFMLA	1,124.54
Due to ESD - WACares Fund	809.48
Due to L&I	1,697.50
Due to DRS for PERS	22,961.76
Due to DRS for DCP	711.82
Due to PEBB	27,966.65
Due to AFLAC	315.84
Due to Health Equity FSA	143.74
Due to Health Equity H.S.A	205.00
Due to Garnishment	-
Due to Union	770.83
Total Payroll Expenses	<u>205,848.33</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 \$151,960.21 in salaries and the \$53,888.12 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

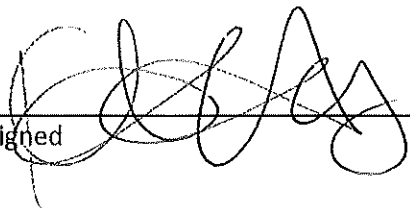
1/23/2024
Date

Chelan-Douglas Health District
 Payroll 02-09-24 for pay period 01-16 to 01-31-24

Gross Pay	156,816.77
Benefits	53,098.46
 Total Payroll Cost	 <u>209,915.23</u>


Net Pay	114,659.86
Due to IRS	38,068.14
Due to ESD - SUTA	1,254.53
Due to ESD - WAFMLA	1,160.47
Due to ESD - WACares Fund	837.67
Due to L&I	1,724.20
Due to DRS for PERS	23,787.26
Due to DRS for DCP	711.82
Due to PEBB	26,240.37
Due to AFLAC	315.84
Due to Health Equity FSA	205.00
Due to Health Equity H.S.A	143.74
Due to Garnishment	-
Due to Union	806.33
 Total Payroll Expenses	 <u>209,915.23</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 \$156,816.77 in salaries and the \$53,098.46 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 

2-6-24
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. 20240106 through No. 20240127 are approved for payment in the amount of \$31,470.02 this 26 day of February, 2024


 Administrator

 President of the Board of Health

Voucher Number	Claimant		Description	Amount
20240106	ADP, Inc.	16	ADP Comprehensive Services/ADP Time and Attendance	\$ 3,766.61
20240107	Amazon Capital Services	16/10/12	Office and Field Supplies	\$ 1,981.61
20240108	Baker, Susan	43	Field Supplies Expense Reimbursement	\$ 58.44
20240109	Brownlee, Kalia	15	Airfare expense reimbursement	\$ 821.40
20240110	Casey, Hollie	16	Medical Expense Reimbursement	\$ 500.00
20240111	CI Information Management	16	Onsite Shredding Services	\$ 111.18
20240112	Confluence Health	16	Employee Labs and Test for Employment	\$ 1,226.66
20240113	Consolidated Electrical Distributors, Inc.	16	Led Lights for IT Closet	\$ 121.93
20240114	Empire Record Management, Inc.	16	Storage Lease Agreement for March	\$ 795.00
20240115	Express Employment Professionals	16	Employment Services	\$ 2,204.80
20240116	Haglunds Trophies	16	Name Plaques for New Hires	\$ 49.12
20240117	Jeffers, Danielson, Sonn & Aylward, PS	16	Legal Services	\$ 4,080.00
20240118	Kenoyer, Quinn	70	Field Supplies Expense Reimbursement	\$ 26.48
20240119	Plumb Perfect	16	Troubleshoot New Leak in Lab	\$ 208.26
20240120	Ricoh USA, Inc.	16	Copier Equipment Services	\$ 3,151.99
20240121	Staples Advantage	16	Janitorial Services	\$ 162.59
20240122	The 100 Building LLC	16	Monthly Rent and Utilities for March	\$ 2,739.00
20240123	Townsquare Media	15/21	Radio Advertising	\$ 1,440.00
20240124	Visa	Misc.	Office Supplies, Field Supplies, Job Posting, and Other Expenditures	\$ 1,322.80
20240125	Waste Management of Wenatchee	16	Monthly Garbage Disposal Services	\$ 278.81
20240126	Wells, Kesha	41	Gas Expense Reimbursement	\$ 38.63
20240127	WSALPHO	16	Semi-Annual Medicaid Admin Claiming Project 2023 Allocation July - December and M	\$ 6,384.71
				\$ 31,470.02

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. 20240084 through No. 20240105 are approved for payment in the amount of \$43,479.69 this 26 day of February, 2024

Diane Forhan, Fiscal Director
 Administrator

 President of the Board of Health

Voucher Number	Claimant	Description	Amount
20240084	Ag Supply Co.	16 Gas Expense and Office Supplies	\$ 469.75
20240085	Alliance 2020, Inc.	16 Background Check Expense	\$ 857.75
20240086	Baker, Susan	80 Per Diem	\$ 80.00
20240087	Coleman Oil Co.	16 Gas Expense	\$ 39.62
20240088	Dickey, Brian	44 Per Diem, Parking Expense, and Gas Expense Reimbursement	\$ 136.01
20240089	Elizabeth Walker Consulting	70 Contracted Work with CDHD	\$ 24,000.00
20240090	Environmental Systems Research Institute Inc.	29/40 Annual Subscription	\$ 3,583.80
20240091	Firefly	16 Technology Service Management	\$ 706.23
20240092	Haglund's Trophies	12 Bending Machine Sign	\$ 21.43
20240093	MacDonald-Miller Facility Solutions, Inc.	16 Labor to troubleshoot building heating issue	\$ 432.77
20240094	Nash Consulting Inc.	16 Consultation and Mileage	\$ 1,309.71
20240095	ODP Business Solutions, LLC	16/70/23 Office Supplies	\$ 143.76
20240096	Omar Construction LLC	16 Patched and texturized basement painted basement Replaced 2	\$ 2,258.94
20240097	Petty, Richmond	44 Per Diem	\$ 80.00
20240098	Professional Management	42 Certified Pool Operator Course for Environmental Health Staff	\$ 2,970.00
20240099	Pure Water Partners	16 Monthly Water Dispenser	\$ 192.23
20240100	Shai Creates LLC	16 Website Accessibility	\$ 3,000.00
20240101	Tyler Technologies, Inc.	16 Eden Database Software Support Tax	\$ 87.70
20240102	Visa	Misc. Lodging, Subscriptions, Office Supplies, and Other Expenditures	\$ 2,204.99
20240103	Volpe, Richard	44 Per Diem	\$ 80.00
20240104	WA Finance Officers Association	16 Membership Renewal	\$ 75.00
20240105	Wilhelm Consulting	16 Coaching Sessions for Luke Davies	\$ 750.00
			\$ 43,479.69

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. 20240069 through No. 20240083 are approved for payment in the amount of \$40,009.59 this 26 day of February, 2024



Administrator

President of the Board of Health

Voucher Number	Claimant		Description	Amount
20240069	Amazon Capital Services	16/10/15	Office, Field and Janitorial Supplies Expense	\$ 2,473.29
20240070	Brightly	16	Data Migration Expense	\$ 9,500.00
20240071	Clarius Languages	15	Translation Services	\$ 375.00
20240072	Code Publishing Company	16	Conversion and Web Hosting Project	\$ 2,800.00
20240073	Douglas County PUD #1	16	Utilities	\$ 901.00
20240074	Express Employment Professionals	16	Employment Services	\$ 1,240.69
20240075	FireFly	16	Technology Services Management and SonicWall Expense	\$ 18,434.10
20240076	Haglund's Trophies	70/29	Name plate Expense	\$ 32.51
20240077	Health Equity	16	Healthcare Benefit January 2024	\$ 142.40
20240078	In Print Printing	16	Office Supplies Expense	\$ 282.36
20240079	Pure Water Partners	16	Water Dispenser Expense for 100th Building	\$ 64.08
20240080	Racom Corporation	12	Radio Installation Expense	\$ 2,938.88
20240081	Reynolds Real Estate, LLC	16	Parking Lot Maintenance 4th Quarter 2023	\$ 284.25
20240082	Visa	15/16/63	Dues, Office, Field and Janitorial Supplies Expense	\$ 174.07
20240083	Waxie Sanitary Supply	16	Janitorial Supplies Expense	\$ 366.96
				\$ 40,009.59

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. 20240054 through No. 20240068 are approved for payment in the amount of \$30,034.48 this 28 day of February, 2024



 Administrator

 President of the Board of Health

Voucher Number	Claimant		Description	Amount
20240054	Alpha Media	40/21/12/70	Radio Advertising	\$ 680.00
20240055	Amazon Capital Services	29/12/16	Office Supplies	\$ 1,813.21
20240056	Brightly	16	SmartGov Virtual Training	\$ 4,275.00
20240057	East Wenatchee Water District	16	Water Utility Services	\$ 176.30
20240058	Express Employment Professionals	16	Employment Services	\$ 1,793.87
20240059	Forhan, Diane	16	Medical Expense Reimbursement	\$ 500.00
20240060	Go USA	16	Apparel for CDHD Personnel	\$ 517.65
20240061	InPrint Printing	15/16	Printed Folders and Business Cards	\$ 1,138.17
20240062	Local-Tel Communications	16	Phone Expense	\$ 956.17
20240063	Ogden, Murphy, Wallace	16	Legal Services December	\$ 10,414.20
20240064	Pitney Bowes Bank Inc.	16	Postage Replenish	\$ 1,000.00
20240065	Sound Telecom	12	Answering Services	\$ 189.59
20240066	Townsquare Media	40/21/12/15	Radio Advertising	\$ 1,800.00
20240067	Verizon	Misc.	Cell Phone and license's for wireless devices.	\$ 1,959.32
20240068	Visa	Misc.	Subscriptions, Office Supplies, and Other Expenditures	\$ 2,821.00
				\$ 30,034.48

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. 20240039 through No. 20240053 are approved for payment in the amount of \$46,808.73 this 26 day of February, 2024



Administrator

President of the Board of Health

Voucher Number	Claimant		Description	Amount
20240039	ADP, Inc.	16	ADP Comprehensive Services/ADP Time and Attendance	\$ 3,770.61
20240040	Amazon Capital Services	16/12	Office Supplies	\$ 1,179.77
20240041	ArchiveSocial	15	Social Media Archiving Subscription Annual Renewal	\$ 4,543.98
20240042	Empire Record Management, Inc.	16	Storage Lease Agreement for February	\$ 795.00
20240043	Express Employment Professionals	16	Employment Services	\$ 2,070.48
20240044	Henry Schein	16	Immunization Supplies	\$ 167.56
20240045	In Print Printing	63/90	Home Visit Forms and Envelopes	\$ 553.35
20240046	Nuvodia, LLC	16	CDHD IT Services	\$ 9,163.53
20240047	ODP Business Solutions, LLC	16	Office Supplies	\$ 68.33
20240048	Ricoh USA, Inc.	16	Copier Lease Contract Payment	\$ 631.57
20240049	SHI International Corp	16	M365 Licenses	\$ 956.81
20240050	SteriCycle, Inc.	12-2/83	Hazardous Drug Disposal	\$ 50.00
20240051	The 100 Building LLC	16	Monthly Rent and Utilities for February	\$ 2,739.00
20240052	Village Reach	12/11/70	AAR/CHA/ Mental Health Mapping/Okanogan	\$ 19,903.34
20240053	WA State Department of Revenue	Misc.	Use Tax Quarter 4	\$ 215.42
				\$ 46,808.73

**Chelan-Douglas Health District
2024 Revised Budget
2/2/2024**

Description	Total
Revised Cash Reconciliation	
Description	
Cash Balance 1-1-24	3,873,810
Less ARPA Reserves held for Building Remodel (includes 2023 interest)	(989,657)
Less Vehicle Purchase (1 Ford Maverick, 1 Ford Explorer)	(77,342)
Less Cash Reserves - Hold per BOH Resolution	<u>(2,000,000)</u>
Cash Carryover from 2023	806,811
Program Revenue	8,019,390
Program Expenses	<u>(7,953,882)</u>
12-31-2024 Surplus	872,320
Less District Funds to Capital Improvements	<u>(555,952)</u>
Cash Carryover available 2025	<u><u>316,368</u></u>

2024 Revised Budget - Feb 24

2/2/2024

Description	2024 Revised Budget - Feb 24	2024 Approved Budget	Difference	Explanation of change
Revenue				
32120.00.000 - HEALTH - BUSINESS LICENSES AND PERMITS	634,904	634,904	-	
32210.00.000 - BUILDINGS, STRUCTURES AND EQUIPMENT PERMITS	436,276	436,276	-	
33310.55.000 - SPEC SUPPLEMENTAL NUTRITION PROGRAM-WIC	191,420	191,420	-	
33321.07.000 - CORONAVIRUS STATE & LOCAL FISCAL RECOVERY FUNDS	170,000	170,000	-	
33360.00.000 - EPA ENV JUSTICE GOVT-TO-GOVT GRANT	119,855	119,855	-	
33393.06.000 - PUBLIC HEALTH EMERGENCY PREPAREDNESS	218,000	218,000	-	
33393.08.000 - MEDICAL RESERVE CORP SMALL GRANT PROGRAM	5,000	-	5,000	Medical Reserve Corp - notification of award 1-30-24
33393.10.300 - FDA RESEARCH	5,000	5,000	-	
33393.26.000 - IMMUNIZATION GRANT	244,504	244,504	-	
33393.32.000 - EPIDEMIOLOGY/LAB CAPACITY (ELC)	99,866	99,866	-	
33393.35.000 - PUBLIC HEALTH WORKFORCE DEVELOPMENT	485,524	300,000	185,524	Additional funding Workforce Development Grant approved by BOH 1-22-24
33393.77.000 - MEDICAID MATCH	171,872	171,872	-	
33393.99.000 - PREVENTATIVE HEALTH/MCH BLOCK GRANT	125,160	125,160	-	
33393.96.000 - PH INFRASTRUCTURE COMP A1-LHJ	200,000	-	200,000	Infrastructure Grant approved by BOH 1-22-24
33403.10.000 - DEPARTMENT OF ECOLOGY	155,000	155,000	-	
33404.91.000 - DEPT OF HEALTH - GENERAL FUND	24,732	24,732	-	
33406.90.000 - HCA GENERAL FUNDS	439,326	439,326	-	
33604.24.000 - PUBLIC HEALTH ASSISTANCE	399,634	399,634	-	
33604.25.000 - FOUNDATIONAL PUBLIC HEALTH SERVICES	2,715,000	2,715,000	-	
33862.00.000 - PUBLIC HEALTH ASSESSMENTS	457,819	457,819	-	
33863.00.000 - INTERGOVERNMENTAL SERVICE REVENUES	75,000	75,000	-	
34620.00.000 - PUBLIC HEALTH CLINIC	57,540	57,540	-	
34650.00.000 - ENVIRONMENTAL HEALTH FEE FOR SERVICES	360,680	360,680	-	
34670.00.000 - OTHER PUBLIC HEALTH FEES (VITAL STATS)	105,000	105,000	-	
35000.00.000 - FINES AND FORFEITS	-	-	-	
36111.00.000 - INVESTMENT INTEREST	120,000	120,000	-	
36900.00.000 - OTHER MISCELLANEOUS REVENUES	2,278	2,278	-	
Total Revenue	8,019,390	7,628,866	390,524	

2024 Revised Budget - Feb 24

2/2/2024

Description	2024 Revised Budget - Feb 24	2024 Approved Budget	Difference	Explanation of change
Expenses				
56200.10.000 - SALARIES & WAGES	4,426,070	4,405,049	21,020	Additional Fiscal Staff during training, changed job classification for Health Educator
56200.20.000 - PERSONNEL BENEFITS	1,496,045	1,487,177	8,869	Additional Fiscal Staff during training, changed job classification for Health Educator
56200.31.100 - OFFICE SUPPLIES	43,140	37,140	6,000	Additional desks/furniture for new staff, paid by WFD Grant
56200.31.200 - CLINICAL SUPPLIES	1,000	1,000	-	
56200.31.300 - LABORATORY SUPPLIES	2,000	2,000	-	
56200.31.400 - DRUGS & MEDICINES	36,135	36,135	-	
56200.31.500 - FIELD SUPPLIES	35,250	32,400	2,850	Medical Reserve Corp Field Supplies, paid by MRC Grant
56200.31.800 - JANITORIAL SUPPLIES	7,200	7,200	-	
56200.35.000 - SMALL TOOLS & MINOR EQUIPMENT	2,410	2,410	-	
56200.35.100 - BOOKS, REFERENCES & VIDEOS	1,500	1,500	-	
56200.35.200 - SOFTWARE	172,100	172,100	-	
56200.35.300 - HARDWARE	53,905	53,905	-	
56200.41.100 - SERVICES - LEGAL	133,500	133,500	-	
56200.41.200 - SERVICES - AUDIT	23,000	23,000	-	
56200.41.300 - SERVICES - INTERPRETING	20,104	20,104	-	
56200.41.450 - SERVICES - ANSWERING SERVICE	2,400	2,400	-	
56200.41.500 - SERVICES - OUTSIDE DRS & DENTISTS	10,000	10,000	-	
56200.41.600 - SERVICES - COMPUTER	140,000	140,000	-	
56200.41.800 - SERVICES - OUTSIDE LABORATORIES	-	-	-	
56200.41.900 - SERVICES - CONTRACTS & MISC	591,381	629,891	(38,510)	Net, reduce Express Temp Clerk Contract, add MRC First Aid training (pd by MRC grant)
56200.41.920 - SERVICES - LANDSCAPE	3,000	3,000	-	
56200.41.930 - SERVICES - PARKING LOT MAINT	10,000	10,000	-	
56200.42.010 - TELEPHONE	48,340	48,340	-	
56200.42.020 - POSTAGE	12,000	12,000	-	
56200.43.100 - TRAVEL - MILEAGE	5,054	5,054	-	
56200.43.200 - TRAVEL - GASOLINE/ROUTINE MAINT	19,908	19,908	-	
56200.43.300 - TRAINING/CONFERENCE FEES	180,617	180,617	-	
56200.43.400 - TRAVEL - MEALS & LODGING	30,314	30,314	-	

2024 Revised Budget - Feb 24

2/2/2024

Description	2024 Revised Budget - Feb 24	2024 Approved Budget	Difference	Explanation of change
56200.43.500 - TRAVEL - PARKING & OTHER INCIDENTALS	5,964	5,964	-	
56200.43.550 - TRAVEL - AIRFAIR	-	-	-	
56200.44.100 - ADVERTISING - NEWSPAPER	4,000	4,000	-	
56200.44.200 - ADVERTISING - OTHER	36,760	35,800	960	Medical Reserve Corp Advertising costs, paid by MRC Grant
56200.45.000 - OPERATING RENTALS & LEASES	41,520	41,520	-	
56200.47.000 - PUBLIC UTILITY SERVICES	18,000	18,000	-	
56200.48.100 - EQUIPMENT	454	454	-	
56200.48.200 - AUTOS	4,200	4,200	-	
56200.48.300 - BUILDING	24,996	24,996	-	
56200.49.000 - PRINTING - OFFICE	3,246	3,246	-	
56200.49.001 - PRINTING - COPIER	21,256	18,256	3,000	Added copier lease for basement staff
56200.49.200 - PAMPHLETS - PRINTED OR PURCHASED	11,030	11,030	-	
56200.49.300 - DUES/MEMBERSHIPS/REGISTRATIONS	16,402	15,202	1,200	Add APIC Dues for Agency, pd by WFD Grant
56200.49.400 - SUBSCRIPTIONS	5,000	5,000	-	
56200.46.000 - INSURANCE	130,000	130,000	-	
56200.49.500 - OTHER EXPENDITURES	104,180	74,180	30,000	Additional Recruiting costs, fm \$42k to \$72k, pd by WFD Grant
56200.49.700 - CONTINUING EDUCATION	20,500	20,500	-	
Total Expenses	7,953,882	7,918,492	35,390	
Surplus/Deficit	65,508	(289,626)	355,134	

**Chelan-Douglas Health District
2024 Capital Improvements Budget
2/26/2024**

Description	Total
Building Improvements	
Funding:	
Chelan County ARPA Funding Received (90%)	588,311
Douglas County ARPA Funding Received	378,902
Chelan County - Additional ARPA Funding (10%)	65,368
Interest on ARPA Funding (estimate - \$21,444 posted through 12/31/23)	<u>30,000</u>
Total Funding approved by BOH at November 2023 Meeting	1,062,581
Expenditures (Committed)	
Remodel Restrooms for ADA Compliance	<u>(459,129)</u>
Approved Funding Remaining	603,452
<u>Additional Expenditures Requested for remaining Funds Approved + District's Contribution</u>	
New Office Furniture/Workstations/Remodel all 3 floors	999,802
Exterior Windows - Replace Window Gaskets	51,337
General Office Improvements - Networking/Relocate Switches/Mini Splits in server network closets (3 ea)	40,860
General Office Improvements - Networking/Rewiring Low Voltage Data - 3 floors	41,905
General Office Improvements - Remove Vault Door on Main Floor	18,000
General Office Improvements - Remove Curb, South Door	<u>7,500</u>
Total Expenditures Requested	(1,159,404)
District Contribution Needed	555,952

Statement Of Probable Costs

Chelan-Douglas Health District
Office Improvements

The DOH Associates, PS
Job No. 2322
Date: 11/2/2023

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Base Bid	\$ 2,764,046
RECOMMENDED PROJECT BUDGET	BASE PROJECT
	2023 costs

description	alternates	total project cost
Item A - Workspace Improvements Furniture/Cubicles & Office Space Flooring Breakroom Height Adjustable Upgrade	requested 2/26/24	\$ 999,802.20
Item B - Restroom Remodel ADA Compliant Restroom Facilities ADA Shower Addition Water Line Replacement	Approved - In Process	\$ 459,128.62
Item C - Window Replace Replace Existing Windows		\$ 536,155.81
Item C - Alternate - Window Gasket Gasket Replacement	requested 2/26/24	\$ 51,336.72
Item D - New Communications Reader Board New Reader Board		\$ 193,039.59
Item D - Alternate - Communications Reader Board Re-Work Existing Boards		\$ 160,921.89
Item E - HVAC Modernization Update Existing System		\$ 141,983.63
Item F - Parking Lot Revisions Provide New Layout EV Charge Stations		\$ 196,025.41
Item G - General Office Improvements Misc. Office Improvements New Low Voltage Data Infrastructure	partial requested 2/26/24	\$ 237,910.70
Recommended Budget with Alternates		\$2,247,109.17
RECOMMENDED PROJECT BUDGET		\$ 2,764,045.95

Statement Of Probable Costs

The DOH Associates, PS

Job No. 2322

Date: 11/2/2023

Chelan-Douglas Health District

Office Improvements

Page: 2

Item A \$ 999,802
 Furniture/Cubicles & Office Space 2023 costs

description	quantity	unit	cost	total
demolition - general/salvage	1.00	ls @	\$4,500	\$ 4,500.00
Basement				
8 New Cubicles/8 reused cubicles	0.50	ls @	\$ 64,580	\$ 32,290.04
Sit to Stand Work Surface Upgrade	4.00	ea @	\$ 1,200	\$ 4,800.00
Full Height Walls	225.00	sf @	\$ 8.50	\$ 1,912.50
Flooring: Carpet in Office/ Classroom/ Bri	2,456.00	sf @	\$ 3.96	\$ 9,725.76
New Interior Doors & Hardware	5.00	ea @	\$ 3,036.00	\$ 15,180.00
New Folding Wall Partition	191.70	sf @	\$130.02	\$ 24,924.83
Paint Exist. Walls	4,500.00	sf @	\$1.87	\$ 8,415.00
Level 1				
20 Cubicles, Office Furniture + Installatio	1.00	ls @	\$ 85,757	\$ 85,757.39
Sit to Stand Work Surface Upgrade	20.00	ea @	\$ 1,200	\$ 24,000.00
Flooring: Carpet in Office, Lobby, Worksp	2,450.00	sf @	\$ 3.96	\$ 9,702.00
New Interior Doors & Hardware	1.00	ea @	\$ 3,036	\$ 3,036.00
Full Height Walls	468.00	sf @	\$ 8.50	\$ 3,978.00
Breakroom Casework	12.00	lf @	\$ 400	\$ 4,800.00
Breakroom Plumbing & Fixtures	1.00	ls @	\$ 3,500	\$ 3,500.00
Paint Exist. Walls	4,950.00	sf @	\$1.87	\$ 9,256.50
Privacy room Refrigerator	1.00	ls @	\$ 750	\$ 750.00
Level 2				
29 Cubicles, Office Furniture + Installatio	1.00	ls @	\$ 132,210	\$ 132,210.00
Sit to Stand Work Surface Upgrade	29.00	ea @	\$ 1,200	\$ 34,800.00
Flooring - Carpet	4,230.00	sf @	\$ 3.96	\$ 16,750.80
Flooring - Hardwood	205.00	sf @	\$ 8.12	\$ 1,664.19
New Interior Doors & Hardware	7.00	ea @	\$ 3,036	\$ 21,252.00
Full Height Walls	949.50	sf @	\$ 8.50	\$ 8,070.75
Breakroom & Storage Casework	23.50	lf @	\$ 400	\$ 9,400.00
Breakroom Plumbing & Fixtures	1.00	ls @	\$ 3,000	\$ 3,000.00
Lighting Reconfiguration @ new spaces	14.00	ea @	\$ 450	\$ 6,300.00
Conference Room LED Fixtures 2x4	3.00	ea @	\$ 825	\$ 2,475.00
Conference Room LED Fixtures Recessed	9.00	ea @	\$ 615	\$ 5,535.00
Conference Ceiling Update	335.00	sf @	\$ 6.25	\$ 2,093.75
Paint Exist. Walls	5,283.00	sf @	\$1.87	\$ 9,879.21
Contractor General Conditions	499,958.72	\$ @	6.00%	\$ 29,997.52
Contractor O&P	529,956.24	\$ @	25.00%	\$ 132,489.06
Estimating Contingency	662,445.30	\$ @	15.00%	\$ 99,366.80
Estimated Contractor Bid				\$ 761,812.10
Washington State Sales Tax	761,812.10	\$ @	8.40%	\$ 63,992.22
PR Fees (excluded this estimate)	0.00	ls @	\$0	\$ 0.00
A/E Fees	761,812.10	% @	12%	\$ 91,417.45
Construction Contingency	\$ 825,804.31	ls @	10.00%	\$ 82,580.43

RECOMMENDED PROJECT BUDGET

\$ 999,802.20

Statement Of Probable Costs

The DOH Associates, PS

Job No. 2322

Date: 11/2/2023

Chelan-Douglas Health District
Office Improvements

Page 3

Item B
Restroom Remodel

\$ 459,129
2023 costs

description	quantity	unit	cost	total
demolition - general/salvage	1.00	ls @	\$8,500	\$ 8,500.00
ADA Restroom Remodel:				
Standard Waterclosets	4.00	ees @	\$2,415	\$ 9,660.00
ADA Waterclosets	5.00	ees @	\$3,695	\$ 18,475.00
Grab Bars	4.00	ees @	\$469	\$ 1,874.40
Wall Partitions	4.00	ees @	\$3,036	\$ 12,144.00
Urinals	2.00	ees @	\$2,415	\$ 4,830.00
Flush Sensors	11.00	ees @	\$891	\$ 9,801.00
Lavatories	2.00	ees @	\$759	\$ 1,518.00
Lavatories - ADA	3.00	ees @	\$2,300	\$ 6,900.00
Lav rough in, supply, waste and vent	6.00	ees @	\$1,650	\$ 9,900.00
Diaper Changing Station	2.00	ees @	\$807	\$ 1,214.40
Wall Finishes (paint)	1,631.00	sf @	\$1.87	\$ 3,049.97
Wall Finishes (wainscot)	892.00	sf @	\$12	\$ 10,704.00
Lighting Changes	16.00	ees @	\$425	\$ 6,800.00
New Flooring	1,520.00	sf @	\$ 12.00	\$ 18,240.00
Soap Dispenser	6.00	ees @	\$230	\$ 1,380.00
Paper Towel Dispenser	6.00	ees @	\$230	\$ 1,380.00
Toilet Paper Dispenser	8.00	ees @	\$230	\$ 1,840.00
Mirror	6.00	ees @	\$230	\$ 1,380.00
Waste Pipe Replacement				
Piping, Wall Repair, Floor Repair	1.00	ls @	\$100,000	\$ 100,000.00

Contractor General Conditions	229,590.77	\$ @	6.00%	\$ 13,775.45
Contractor O&P	243,366.22	\$ @	25.00%	\$ 60,841.55
Estimating Contingency	304,207.77	\$ @	15.00%	\$ 45,631.17
Estimated Contractor Bid				\$ 349,838.94
Washington State Sales Tax	349,838.94	\$ @	8.40%	\$ 29,386.47
PR Fees (excluded this estimate)	0.00	ls @	\$0	\$ 0.00
A/E Fees	349,838.94	% @	12%	\$ 41,980.67
Construction Contingency	\$ 379,225.41	ls @	10.00%	\$ 37,922.54

RECOMMENDED PROJECT BUDGET

\$ 459,128.62

Approved - In process 20

Statement Of Probable Costs

The DOH Associates, PS

Chelan-Douglas Health District

Job No. 2322

Office Improvements

Date: 11/2/2023

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Item C	\$ 536,156
Window Replace	2023 costs

description	quantity	unit	cost	total
demolition - general	1.00	ls @	\$15,000	\$ 15,000.00
			\$ 155.00	
A 5'-0 x 6'-5	30.42	23.00 ea @	\$ 155.0	\$ 108,447.30
B 5'-2 x 5'-6	27.67	4.00 ea @	\$ 155.0	\$ 17,153.54
C 3'-10 x 5'-6	17.33	2.00 ea @	\$ 155.0	\$ 5,373.23
D 6'-8 x 11'-0	66.67	9.00 ea @	\$ 155.0	\$ 93,000.00
E 5'-10 x 8'-4	47.00	1.00 ea @	\$ 155.0	\$ 7,285.00
F 3'-6 x 10'-8	35.67	1.00 ea @	\$ 155.0	\$ 5,528.23
G 10'-4 x 10'-6	105.30	1.00 ea @	\$ 155.0	\$ 16,321.50

Contractor General Conditions	268,108.80	\$ @	6.00%	\$ 16,086.53
Contractor O&P	284,195.33	\$ @	25.00%	\$ 71,048.83
Estimating Contingency	\$355,244.17	\$ @	15.00%	<u>\$ 53,286.62</u>
Estimated Contractor Bid				\$ 408,530.79
Washington State Sales Tax	408,530.79	\$ @	8.40%	\$ 34,316.59
PR Fees excluded this estimate	0.00	ls @	\$0	\$ 0.00
A/E Fees	408,530.79	% @	12%	\$ 49,023.69
Construction Contingency	\$ 442,847.38	ls @	10.00%	\$ 44,284.74

RECOMMENDED PROJECT BUDGET

~~\$ 536,155.81~~

Statement Of Probable Costs

The DOH Associates, PS

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Date: 11/2/2023

Chelan-Douglas Health District

Office Improvements

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Item C
Gasket Replacement \$ 51,337
2023 costs

description	quantity	unit	cost	total
demolition - general		1.00 ls @	\$15,000	\$ 15,000.00
Window Size	Quantity:	Window Perimeter	\$ 10.00	
A 5'-0 x 6'-5	23.00	22.82 LF @	\$10	\$ 5,248.60
B 5'-2 x 5'-6	4.00	21.84 LF @	\$10	\$ 873.60
C 3'-10 x 5'-6	2.00	18.66 LF @	\$10	\$ 373.20
D 6'-8 x 11'-0	9.00	35.46 LF @	\$10	\$ 3,191.40
E 5'-10 x 8'-4	1.00	28.33 LF @	\$10	\$ 283.26
F 3'-6 x 10'-8	1.00	28.46 LF @	\$10	\$ 284.60
G 10'-4 x 10'-6	1.00	41.67 LF @	\$10	\$ 416.66

Contractor General Conditions	25,671.32 \$	@	6.00%	\$ 1,540.28
Contractor O&P	27,211.60 \$	@	25.00%	\$ 6,802.90
Estimating Contingency	34,014.50 \$	@	15.00%	<u>\$ 5,102.17</u>
Estimated Contractor Bid				\$ 39,116.67
Washington State Sales Tax	39,116.67 \$	@	8.40%	\$ 3,285.80
PR Fees <small>cluded this estim</small>	0.00 ls	@	\$0	\$ 0.00
A/E Fees	39,116.67 %	@	12%	\$ 4,694.00
Construction Contingency	\$ 42,402.47 ls	@	10.00%	\$ 4,240.25

RECOMMENDED PROJECT BUDGET

\$ 51,336.72

Statement Of Probable Costs

Chelan-Douglas Health District
Office Improvements

The DOH Associates, PS
Job No. 2322
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Item D \$ 193,040
New Communications Reader Board 2023 costs

description	quantity	unit	cost	total
Demolition - general	1.00	ls @	\$1,489	\$ 1,488.70
<u>New Sign (Greybeal)</u> remove & replace existing south sign	1.00	ls @	\$94,037	\$ 94,037.22
Electrical Permits	1.00		\$195	\$ 195.00
City Permits	1.00	sf @	\$ 810.00	\$ 810.00
Contractor General Conditions	96,530.92	\$ @	6.00%	\$ 5,791.86
Contractor O&P	102,322.78	\$ @	25.00%	\$ 25,580.69
Estimating Contingency	127,903.47	\$ @	15.00%	<u>\$ 19,185.52</u>
Estimated Contractor Bid				\$ 147,088.99
Washington State Sales Tax	147,088.99	\$ @	8.40%	\$ 12,355.48
PR Fees (excluded this estimate)	0.00	ls @	\$0	\$ 0.00
A/E Fees	147,088.99	% @	12%	\$ 17,650.68
Construction Contingency	\$ 159,444.46	ls @	10.00%	\$ 15,944.45
RECOMMENDED PROJECT BUDGET				\$ 193,039.59

Item D Alternate \$ 160,922
Re-Work Existing Boards 2023 costs

Demolition - general	1.00	ls @	\$1,489	\$ 1,488.70
<u>Re-Work Sign</u> add new double faced EMC	1.00	sf @	\$ 33,272.70	\$ 33,272.70
<u>Add New Sign (Keep existing)</u> add below existng sign	1.00	ls @	\$44,703.82	\$ 44,703.82
Electrical Permits	1.00		\$195	\$ 195.00
City Permits	1.00	sf @	\$ 810.00	\$ 810.00
Contractor General Conditions	80,470.22	\$ @	6.00%	\$ 4,828.21
Contractor O&P	85,298.43	\$ @	25.00%	\$ 21,324.61
Estimating Contingency	106,623.04	\$ @	15.00%	<u>\$ 15,993.46</u>
Estimated Contractor Bid				\$ 122,616.50
Washington State Sales Tax	122,616.50	\$ @	8.40%	\$ 10,299.79
PR Fees (excluded this estimate)	0.00	ls @	\$0	\$ 0.00
A/E Fees	122,616.50	% @	12%	\$ 14,713.98
Construction Contingency	\$ 132,916.28	ls @	10.00%	\$ 13,291.63
RECOMMENDED PROJECT BUDGET				\$ 160,921.89

Statement Of Probable Costs

Chelan-Douglas Health District
Office Improvements

The DOH Associates, PS
Job No. 2322
Date: 11/2/2023

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Item E HVAC Modernization \$ 141,984
2023 costs

description	quantity	unit	cost	total
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	0.00	ea @	\$0	\$ 0.00
HVAC Duct Addition/Repair	1.00	ls @	\$ 6,000	\$ 6,000.00
Updated Control/Zones for increased con	1.00	ls @	\$ 65,000	\$ 65,000.00

Contractor General Conditions	71,000.00	\$ @	6.00%	\$ 4,260.00
Contractor O&P	75,260.00	\$ @	25.00%	\$ 18,815.00
Estimating Contingency	94,075.00	\$ @	15.00%	<u>\$ 14,111.25</u>
Estimated Contractor Bid				\$ 108,186.25
Washington State Sales Tax	108,186.25	\$ @	8.40%	\$ 9,087.65
PR Fees (excluded this estimate)	0.00	ls @	\$0	\$ 0.00
A/E Fees	108,186.25	% @	12%	\$ 12,982.35
Construction Contingency	\$ 117,273.90	ls @	10.00%	\$ 11,727.39

RECOMMENDED PROJECT BUDGET

\$ 141,983.63

Statement Of Probable Costs

Chelan-Douglas Health District

Office Improvements

The DOH Associates, PS

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Item F \$ 196,026
 Parking Lot Revisions 2023 costs

description	quantity	unit	cost	total
demolition - general	1.00	ls @	\$8,000	\$ 8,000.00
pavement cutting/patching/trench	54.00	lf @	\$66	\$ 3,564.00
Sidewalk replacement	200.00	sf @	\$ 17.16	\$ 3,432.00
Surfacing/Asphalt Repair	1.00	ls @	\$ 11,800.00	\$ 11,800.00
New Asphalt	800.00	sf @	\$ 17.16	\$ 13,728.00
Curb Removal at Back Door	1.00	ls @	\$ 7,500.00	\$ 7,500.00
EV Charge Stations - 40amp	4.00	ea @	\$12,500	\$ 50,000.00
Contractor General Conditions	98,024.00	\$ @	6.00%	\$ 5,881.44
Contractor O&P	103,905.44	\$ @	25.00%	\$ 25,976.36
Estimating Contingency	129,881.80	\$ @	15.00%	<u>\$ 19,482.27</u>
Estimated Contractor Bid				\$ 149,364.07
Washington State Sales Tax	149,364.07	\$ @	8.40%	\$ 12,546.58
PR Fees (excluded this estimate)	0.00	ls @	\$0	\$ 0.00
A/E Fees	149,364.07	% @	12%	\$ 17,923.69
Construction Contingency	\$ 161,910.65	ls @	10.00%	\$ 16,191.07
RECOMMENDED PROJECT BUDGET				\$ 196,025.41

Statement Of Probable Costs

Chelan-Douglas Health District
Office Improvements

The DOH Associates, PS
Job No. 2322
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Item G	\$ 237,911
General Office Improvements	2023 costs

description	quantity	unit	cost	total
demolition - general	0.00	ls @	\$1,500	\$ 0.00
pavement cutting/patching/trench	0.00	lf @	\$50	\$ 0.00
Remove Vault Door (Four Corners)	1.00	ls @	\$18,770	\$ 18,770.00
				\$ 0.00
Lab Hood Vent	1.00	es @	\$ 9,900.00	\$ 9,900.00
Smart Board (Samsung Flip 2 65")	1.00	es @	\$3,000	\$ 3,000.00
Networking:				
Networking Switch Relocation (Nuvodia)	1.00	ls @	\$3,360	\$ 3,360.00
Mini-Split at Network Closets	3.00	es @	\$12,500	\$ 37,500.00
Server Room Cable to basement (LocalT	1.00	ls @	\$4,534	\$ 4,534.00
Low Voltage Data Basement (LocalTel)	1.00	ls @	\$11,341	\$ 11,341.98
Low Voltage Data Level 1 (LocalTel)	1.00	ls @	\$ 11,542.00	\$ 11,541.98
Low Voltage Date Level 2 (LocalTel)	1.00	ls @	\$ 19,021.00	\$ 19,021.10
Contractor General Conditions	118,969.06	\$ @	6.00%	\$ 7,138.14
Contractor O&P	126,107.20	\$ @	25.00%	\$ 31,526.80
Estimating Contingency	157,634.00	\$ @	15.00%	\$ 23,645.10
Estimated Contractor Bid				\$ 181,279.11
Washington State Sales Tax	181,279.11	\$ @	8.40%	\$ 15,227.44
PR Fees (excluded this estimate)	0.00	ls @	\$0	\$ 0.00
A/E Fees	181,279.11	% @	12%	\$ 21,753.49
Construction Contingency	\$ 196,506.55	ls @	10.00%	\$ 19,650.66
RECOMMENDED PROJECT BUDGET				\$ 237,910.70



The District would like to review a few other meeting spaces that would meet the needs of the Board and the Community it serves. The District has come up with two different possibilities:

The first is the Confluence Technology Center (CTC) in Sunnyslope in Wenatchee, they have the technology and space, however, they have limited availability. If the Board went with the CTC, it would be based on current availability and there may not be open rooms for other months due to this. There is also a fee of \$639 (includes meeting room, staff outside of business hours, A/V Tech setup (only avail for 30 minutes prior to meeting and one hour total at this rate), and virtual meeting service) per meeting to use this facility that would include time constraints (this proposal example is 2:15-5:45) at this rate. We had to state the time for each meeting to get the proposal, and meetings would have to go by the proposed time since they will have to have a staff member stay after the doors close at 5pm to clean up and break down the room.

The second location is the Aging and Adult Care facility located on 9th Street in East Wenatchee. They also have the technology, space, and have verified that the room will be available to the Board for all scheduled meetings for 2024. There is no fee to use the Aging and Adult Care facility and the meeting space is accessible from the parking lot so that meetings lasting beyond 5pm will not require an Aging and Adult Care staff member to be present.



CDHD Board of Health Meeting

BOOKING PROPOSAL

CDHD Board of Health Meeting
ACCOUNT: Chelan Douglas Health District
CONTACT: Hollie Casey
PHONE: 509-886-6485
EMAIL: hollie.casey@cdhd.wa.gov

DATE: 2/26/2024 - 12/16/2024
ADDRESS: 200 Valley Mall Pkwy
 East Wenatchee, WA 98802
ACCOUNT TYPE: Medical/Health/Wellness
PRICING PLAN: Government (20%)

ROOM RENTAL FEES

Mon , February 26, 2024 Event Timeframe: 2:15 PM -5:45 PM
 CDHD Board of Health Meeting Mon Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00
1	Double Meeting Room Setup	\$120.00			\$120.00

Mon , March 18, 2024 Event Timeframe: 2:15 PM -5:45 PM
 CDHD Board of Health Meeting Mon Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00
1	Double Meeting Room Setup	\$120.00			\$120.00

Mon , April 15, 2024 Event Timeframe: 2:15 PM -5:45 PM
 CDHD Board of Health Meeting Mon Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00
1	Double Meeting Room Setup	\$120.00			\$120.00

Mon , May 20, 2024 Event Timeframe: 2:15 PM -5:45 PM
 CDHD Board of Health Meeting Mon Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
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				Price	
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00
1	Double Meeting Room Setup	\$120.00			\$120.00

Mon , June 17, 2024

Event Timeframe: 2:15 PM -5:45 PM

CDHD Board of Health Meeting Mon

Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00
1	Double Meeting Room Setup	\$120.00			\$120.00

Mon , August 19, 2024

Event Timeframe: 2:15 PM -5:45 PM

CDHD Board of Health Meeting Mon

Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00
1	Double Meeting Room Setup	\$120.00			\$120.00

Mon , September 16, 2024

Event Timeframe: 2:15 PM -5:45 PM

CDHD Board of Health Meeting Mon

Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00
1	Double Meeting Room Setup	\$120.00			\$120.00

Mon , October 21, 2024

Event Timeframe: 2:15 PM -5:45 PM

CDHD Board of Health Meeting Mon

Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00
1	Double Meeting Room Setup	\$120.00			\$120.00

Mon , November 18, 2024

Event Timeframe: 2:15 PM -5:45 PM

CDHD Board of Health Meeting Mon

Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00

1	Double Meeting Room Setup	\$120.00	\$120.00
---	---------------------------	----------	----------

Mon , December 16, 2024

Event Timeframe: 2:15 PM -5:45 PM

CDHD Board of Health Meeting Mon

Methow/Teaway combination

Qty		Price	Discount	Discount Price	Total
1	Double Room - Half Day	\$540.00	20%	\$432.00	\$432.00
1	Double Meeting Room Setup	\$120.00			\$120.00

AUDIO/VISUAL

Methow/Teaway combination Mon, Feb 26, 2024

Qty		Price	Total
1	<p>Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i></p> <p>A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i></p>	\$80.00	\$80.00

Methow/Teaway combination Mon, Mar 18, 2024

Qty		Price	Total
1	<p>Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i></p> <p>A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i></p>	\$80.00	\$80.00

Methow/Teaway combination Mon, Apr 15, 2024

Qty		Price	Total
1	<p>Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i></p> <p>A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i></p>	\$80.00	\$80.00

Methow/Teaway combination Mon, May 20, 2024

Qty		Price	Total
	Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i>		
1	A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i>	\$80.00	\$80.00

Methow/Teaway combination Mon, Jun 17, 2024

Qty		Price	Total
	Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i>		
1	A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i>	\$80.00	\$80.00

Methow/Teaway combination Mon, Aug 19, 2024

Qty		Price	Total
	Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i>		
1	A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i>	\$80.00	\$80.00

Methow/Teaway combination Mon, Sep 16, 2024

Qty		Price	Total
	Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i>		
1	A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i>	\$80.00	\$80.00

Methow/Teaway combination Mon, Oct 21, 2024

Qty		Price	Total
	Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i>		
1	A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i>	\$80.00	\$80.00

Methow/Teaway combination Mon, Nov 18, 2024

Qty		Price	Total
	Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i>		
1	A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i>	\$80.00	\$80.00

Methow/Teaway combination Mon, Dec 16, 2024

Qty		Price	Total
	Meeting Room A/V Equipment for presentations and virtual meetings <i>Ceiling mounted projector, XL projection screen, large LED monitors, lectern computer, laptop HDMI connection, and document camera. Ceiling microphones and speakers throughout room for audio from media and virtual meetings. Floor boxes throughout room with power for attendee devices.</i>		
1	A/V Tech Setup <i>Technician available 30 minutes prior to meeting start to assist with A/V equipment. Technician will be onsite for one hour total. Additional time can be requested for an additional fee.</i>	\$80.00	\$80.00

VIRTUAL MEETING

Methow/Teaway combination Mon, Feb 26, 2024

Qty		Price	Total
1	Virtual Meeting Service	\$77.00	\$77.00

Methow/Teaway combination Mon, Mar 18, 2024

Qty		Price	Total
1	Virtual Meeting Service	\$77.00	\$77.00

Methow/Teaway combination Mon, Apr 15, 2024

Qty		Price	Total

1	Virtual Meeting Service	\$77.00	\$77.00
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Methow/Teaway combination Mon, May 20, 2024

Qty		Price	Total
1	Virtual Meeting Service	\$77.00	\$77.00

Methow/Teaway combination Mon, Jun 17, 2024

Qty		Price	Total
1	Virtual Meeting Service	\$77.00	\$77.00

Methow/Teaway combination Mon, Aug 19, 2024

Qty		Price	Total
1	Virtual Meeting Service	\$77.00	\$77.00

Methow/Teaway combination Mon, Sep 16, 2024

Qty		Price	Total
1	Virtual Meeting Service	\$77.00	\$77.00

Methow/Teaway combination Mon, Oct 21, 2024

Qty		Price	Total
1	Virtual Meeting Service	\$77.00	\$77.00

Methow/Teaway combination Mon, Nov 18, 2024

Qty		Price	Total
1	Virtual Meeting Service	\$77.00	\$77.00

Methow/Teaway combination Mon, Dec 16, 2024

Qty		Price	Total
1	Virtual Meeting Service	\$77.00	\$77.00

OTHER CHARGES

Mon, Feb 26, 2024 Entry Time: 1:45 PM Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours) <i>Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.</i>	\$50.00	\$62.50

Mon, Mar 18, 2024 Entry Time: 1:45 PM Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours)	\$50.00	\$62.50

Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.

Mon, Apr 15, 2024 Entry Time: 1:45 PM Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours) <i>Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.</i>	\$50.00	\$62.50

Mon, May 20, 2024 Entry Time: 1:45 PM Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours) <i>Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.</i>	\$50.00	\$62.50

Mon, Jun 17, 2024 Entry Time: 1:45 PM Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours) <i>Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.</i>	\$50.00	\$62.50

Mon, Aug 19, 2024 Entry Time: 1:45 PM Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours) <i>Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.</i>	\$50.00	\$62.50

Mon, Sep 16, 2024 Entry Time: 1:45 PM Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours) <i>Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.</i>	\$50.00	\$62.50

Mon, Oct 21, 2024 Entry Time: 1:45 PM Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours) <i>Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.</i>	\$50.00	\$62.50

Mon, Nov 18, 2024 Entry Time: 1:45 PM Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours) <i>Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.</i>	\$50.00	\$62.50

business hours: 8am - 5pm, Monday - Friday.

Mon, Dec 16, 2024

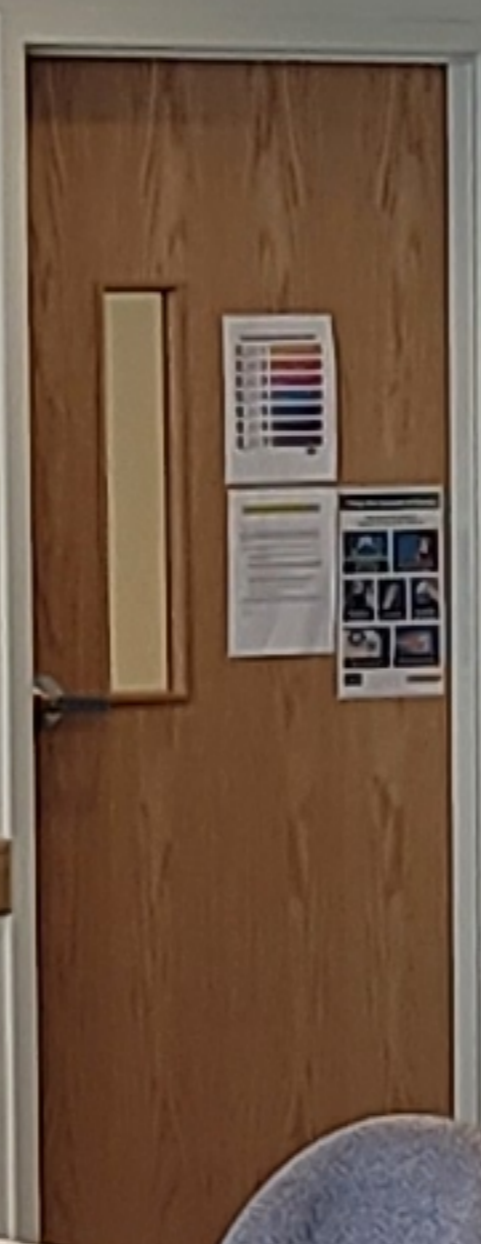
Entry Time: 1:45 PM

Exit Time: 6:15 PM

Qty		Price	Total
1.25	Staff (per hour, non-business hours) <i>Hourly staff fees for events that require access to the building outside of regular business hours: 8am - 5pm, Monday - Friday.</i>	\$50.00	\$62.50

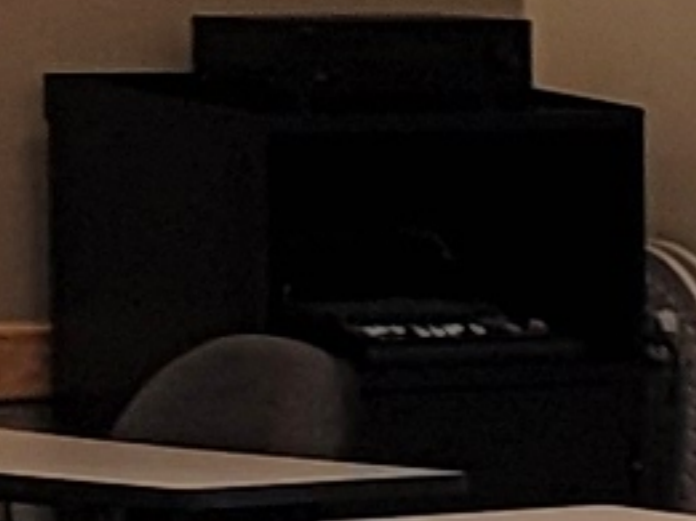
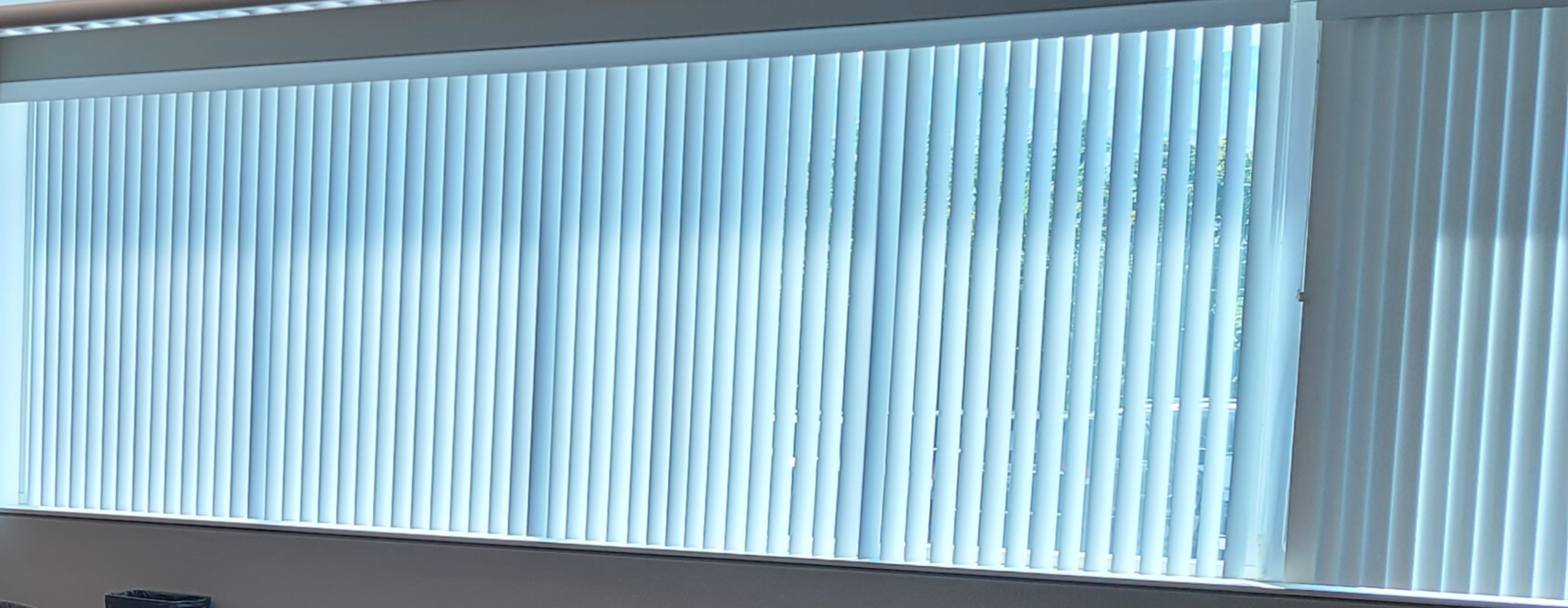
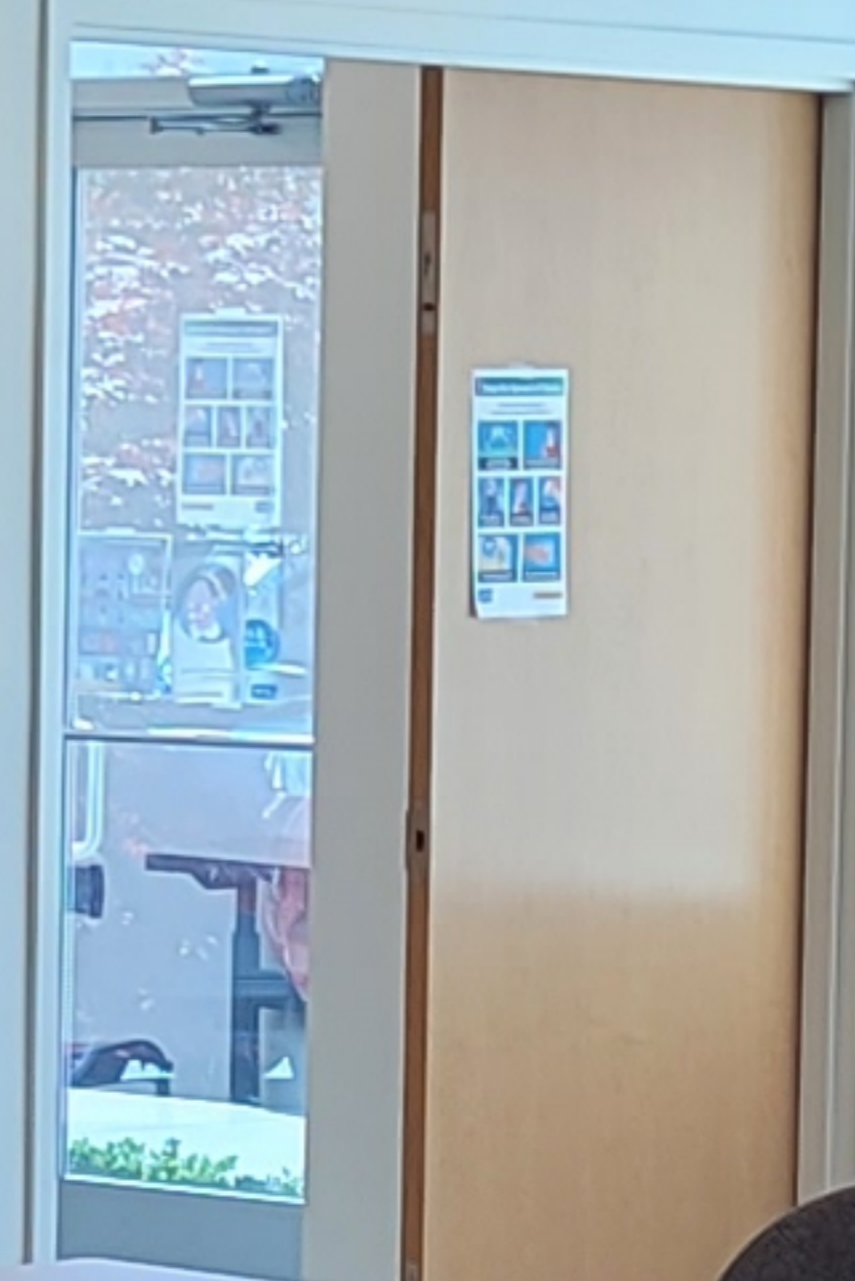
ESTIMATED BILLING

	Total
Technician Services	\$800.00
Virtual Meeting Services	\$770.00
Staff Services	\$625.00
Room Rental Fees	\$4,320.00
Room Setup Services	\$1,200.00
Subtotal	\$7,715.00
Grand Total	\$7,715.00
Estimated Amount Due	\$7,715.00
Account Credit Applied	\$0.00





EXIT





Solid Waste Program – updates

- PPA grant
- Inert Waste Landfills – general information
- Greater Wenatchee Regional Landfill
- Bridgeport Bar Landfill – potential groundwater contamination issue
- Alcoa plan demo

Pollution Prevention Assistance (PPA) program

- Dept of Ecology, Toxics Reduction Program
- SQG Technical Assistance Visits
- Incentives
- Unique Program Elements
- Training and Collaboration



Used Oil

Do not mix with solvents,
engine degreasers, or
antifreeze.



Used Oil FILTERS



Inert Waste Landfills

- What they contain:
 - Cured concrete,
 - Asphaltic materials,
 - Brick and masonry,
 - Ceramic materials produced from fired clay or porcelain,
 - Glass, and
 - Stainless steel and aluminum
- Permitting:
 - Engineering by a licensed PE (scaled site plan, construction plan, stormwater, etc.)
 - Operating Plan
 - Closing Plan
 - Yearly renewable permit application with annual report

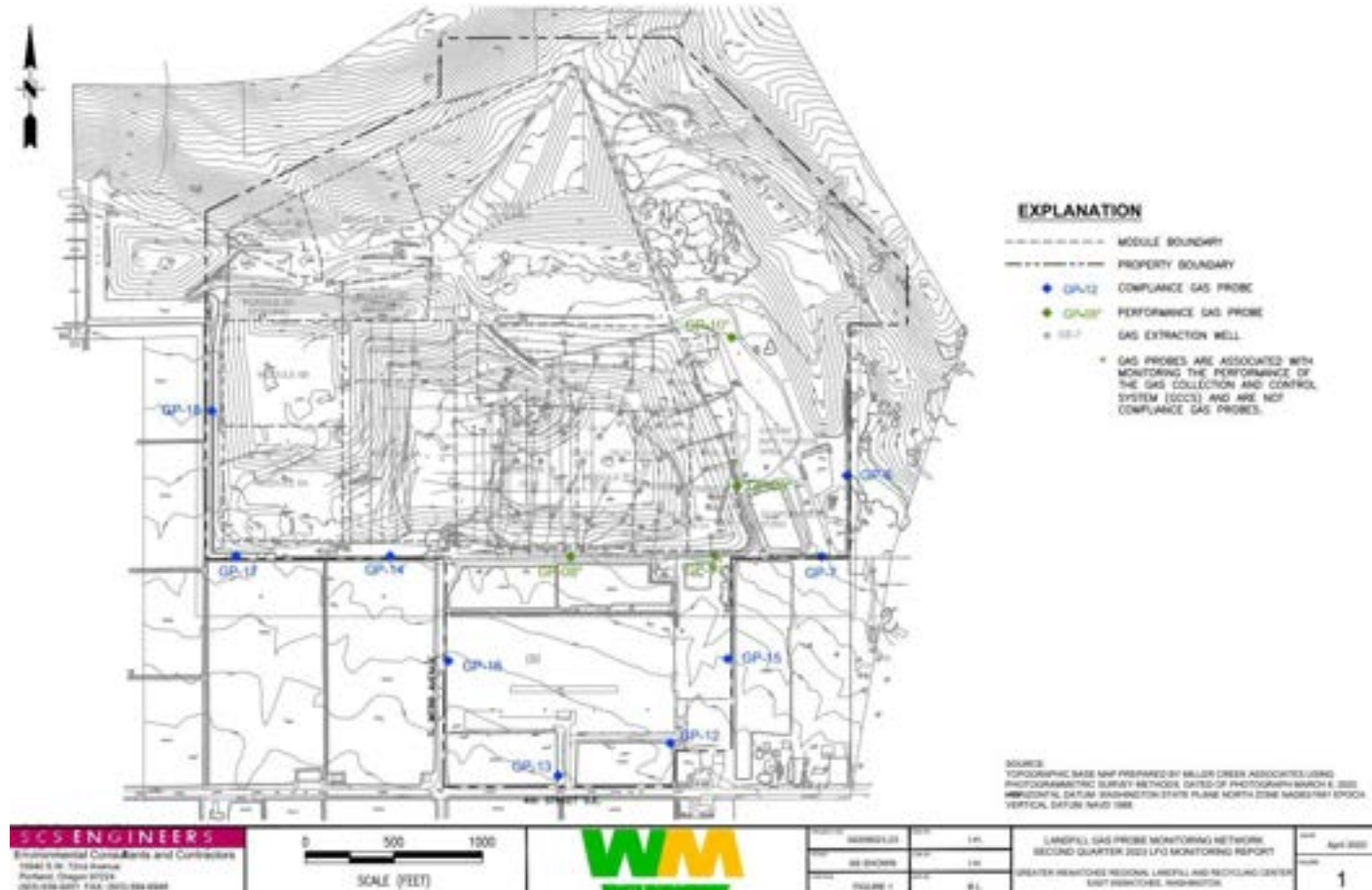
Routine Inspections

The Good



The Bad

Greater Wenatchee Regional Landfill (GWRLF)



Routine Inspections



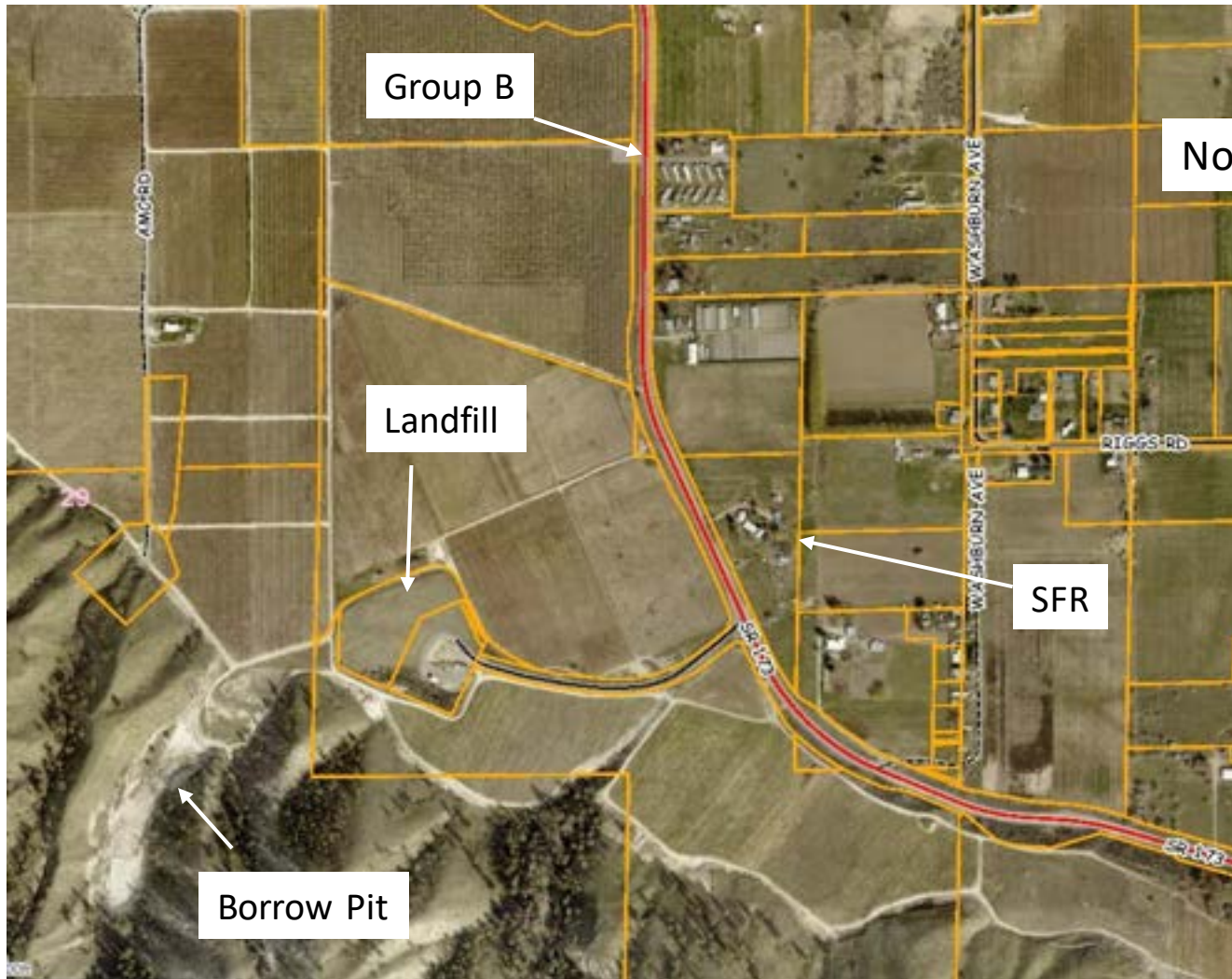
GWRLF – 2022 amounts and types of SW

AMOUNTS AND TYPES OF WASTE DISPOSED PER YEAR	
PLEASE CHECK IF DISPOSED	AMOUNT DISPOSED Please check: <input type="checkbox"/> Cubic Yards or <input checked="" type="checkbox"/> Tons
<input checked="" type="checkbox"/> Municipal/Commercial Solid Waste	237646.70
<input checked="" type="checkbox"/> Construction/Demolition Waste	11583.38
<input type="checkbox"/> Yard Waste (disposed)	
<input type="checkbox"/> Food Processing Waste (disposed)	
<input type="checkbox"/> Landclearing Debris	
<input type="checkbox"/> Industrial Waste	
<input checked="" type="checkbox"/> Inert Waste	689.06
<input checked="" type="checkbox"/> Wood Waste	27.48
<input type="checkbox"/> Ash (other than special incinerator ash)	
<input type="checkbox"/> Dredged Materials	
<input checked="" type="checkbox"/> Sewage Sludge	256.50
<input checked="" type="checkbox"/> Asbestos	545.95
<input checked="" type="checkbox"/> Petroleum Contaminated Soils	1637.26
<input checked="" type="checkbox"/> Other Contaminated Soils	1.60
<input checked="" type="checkbox"/> Tires (disposed)	35.06
<input checked="" type="checkbox"/> Medical Waste; treated sharps	48.94
<input checked="" type="checkbox"/> Other (specify): Special Waste Solid and Liquid	39912.25
<input checked="" type="checkbox"/> Other (specify): Animal	4.81
Total	292388.99

Bridgeport Bar Landfill – groundwater issue

- History of the LF
 - Property acquired by Douglas County in 1932 for a gravel pit.
 - In 1976 the property was sold to Perkins Orchard Co.
 - It is not clear when refuse material began to collect at the site but two commercial waste haulers that served the Brewster and Bridgeport areas hauled waste to the site until the landfill closed in 1987.
 - A survey in 1976 indicated several areas of fill/garbage. Total depth is about 30' deep maximum with approximately 40,000 cubic yards.
 - The landfill was closed under state WAC 173-304.
 - In the early 1990s groundwater monitoring wells were installed. Quarterly groundwater sampling started in 1994.
 - In 2019 the groundwater sampling was reduced to twice a year.
 - Douglas County sends annual sampling results in January.

Bridgeport Bar – big picture

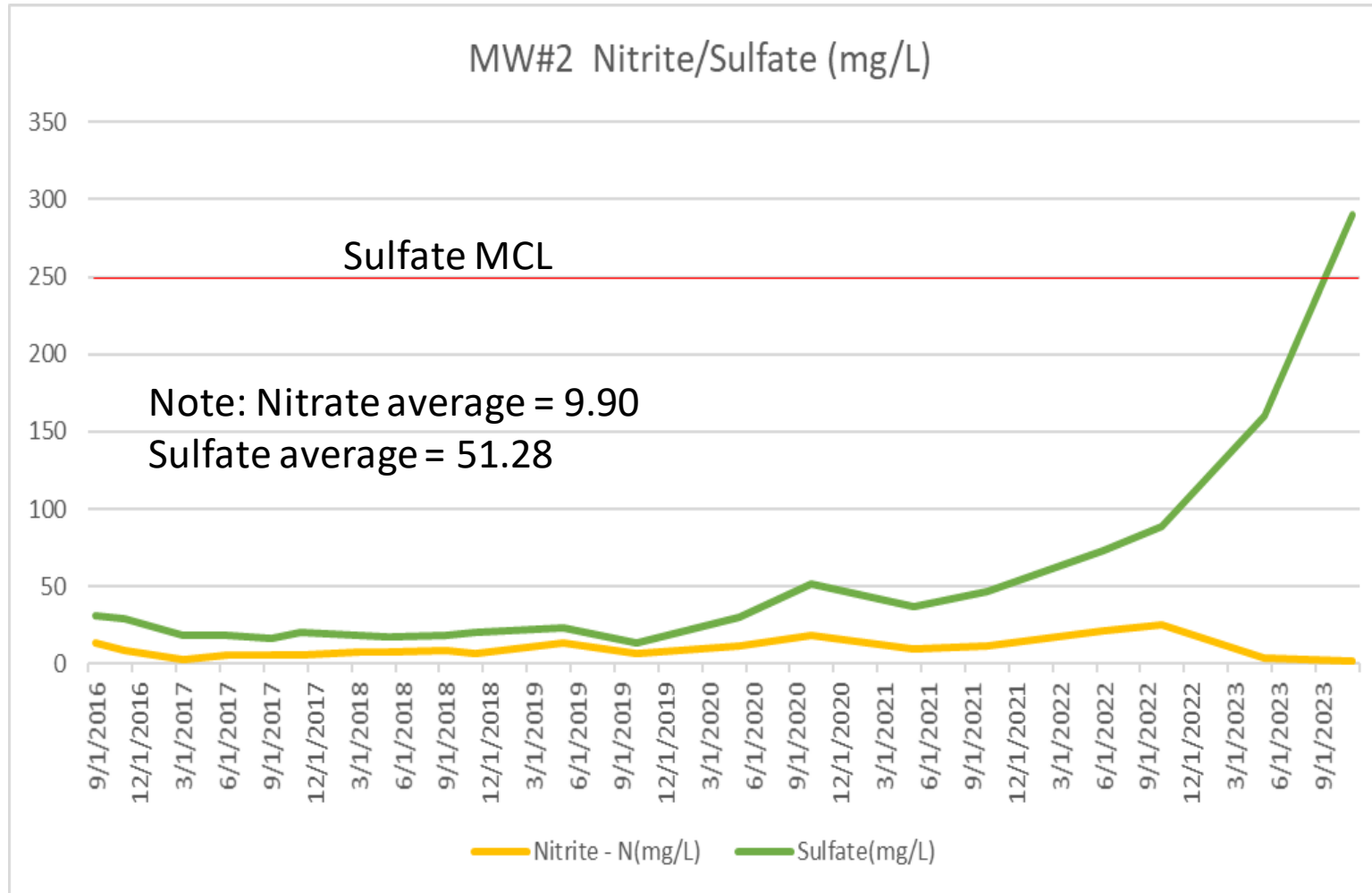


- Closest Single Family Residence (SFR) well point is about 1300 feet from the LF
- Closest Group B Public well point is about 1800 feet from the LF

Bridgeport Bar Landfill – site plan



Bridgeport Bar – groundwater quality charts



WAC 173-200 – Groundwater Quality Standards (MCL):

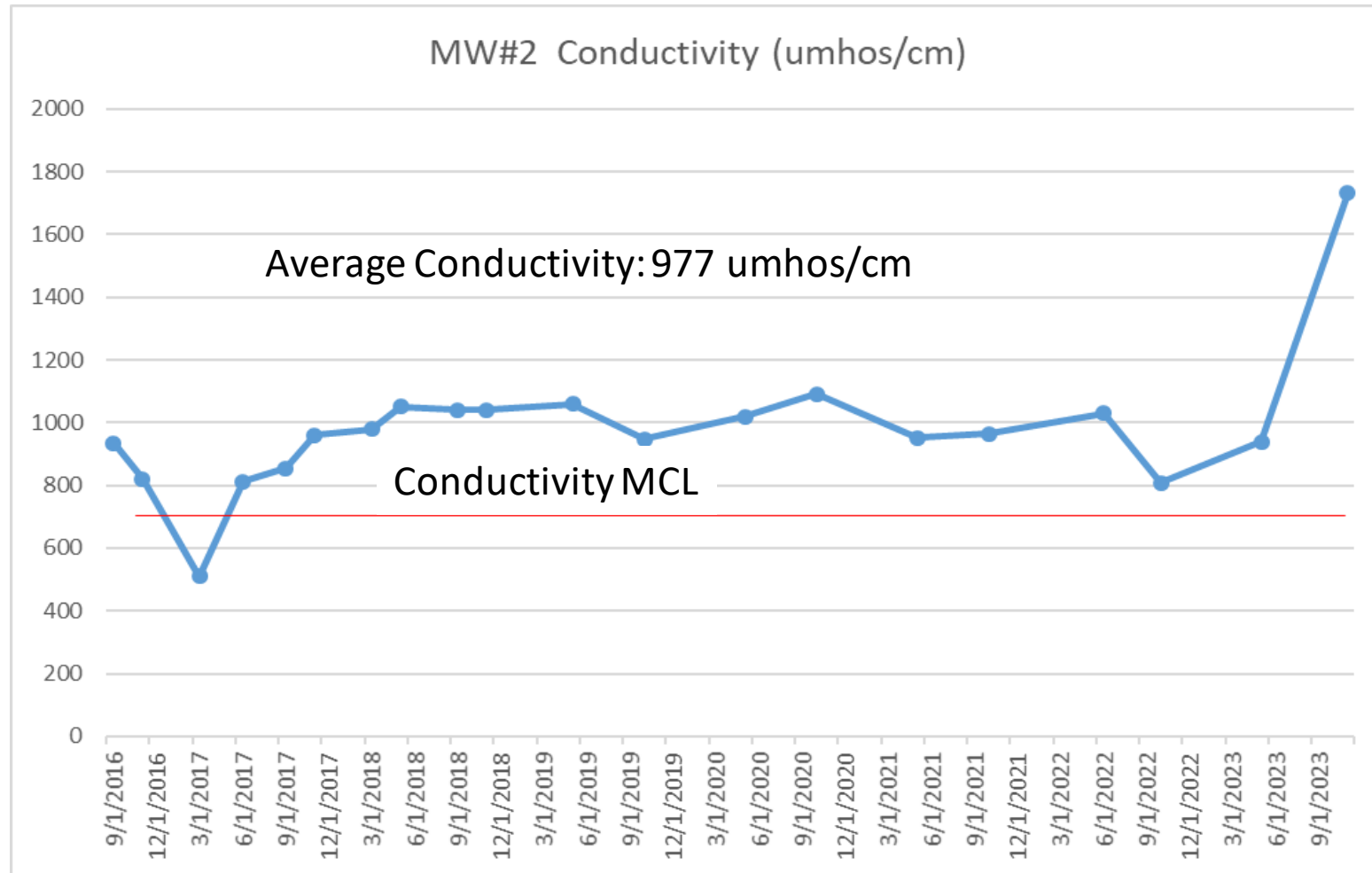
Primary Contaminants:
Nitrate 10.0 mg/L

Secondary Contaminants:
Manganese 0.05 mg/L
Chloride 250 mg/L
Sulfate 250 mg/L

WAC 246-291 (Group B Public Water Systems)

Secondary Contaminant:
Conductivity 700 umhos/cm

Bridgeport Bar – groundwater quality charts



WAC 173-200 – Groundwater Quality Standards (MCL):

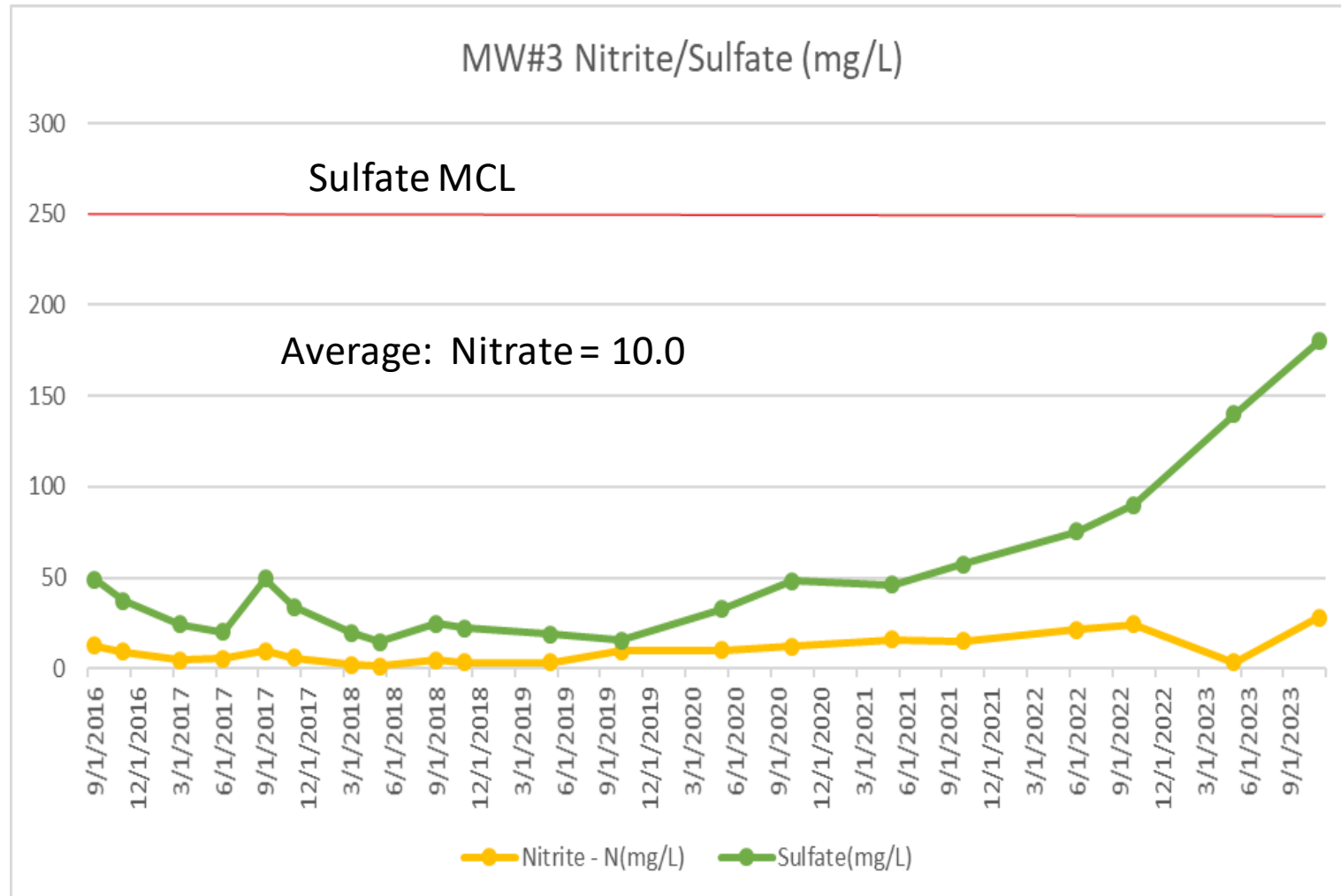
Primary Contaminants:
Nitrate 10.0 mg/L

Secondary Contaminants:
Manganese 0.05 mg/L
Chloride 250 mg/L
Sulfate 250 mg/L

WAC 246-291 (Group B Public Water Systems)

Secondary Contaminant:
Conductivity 700 umhos/cm

Bridgeport Bar – groundwater quality charts



WAC 173-200 – Groundwater Quality Standards (MCL):

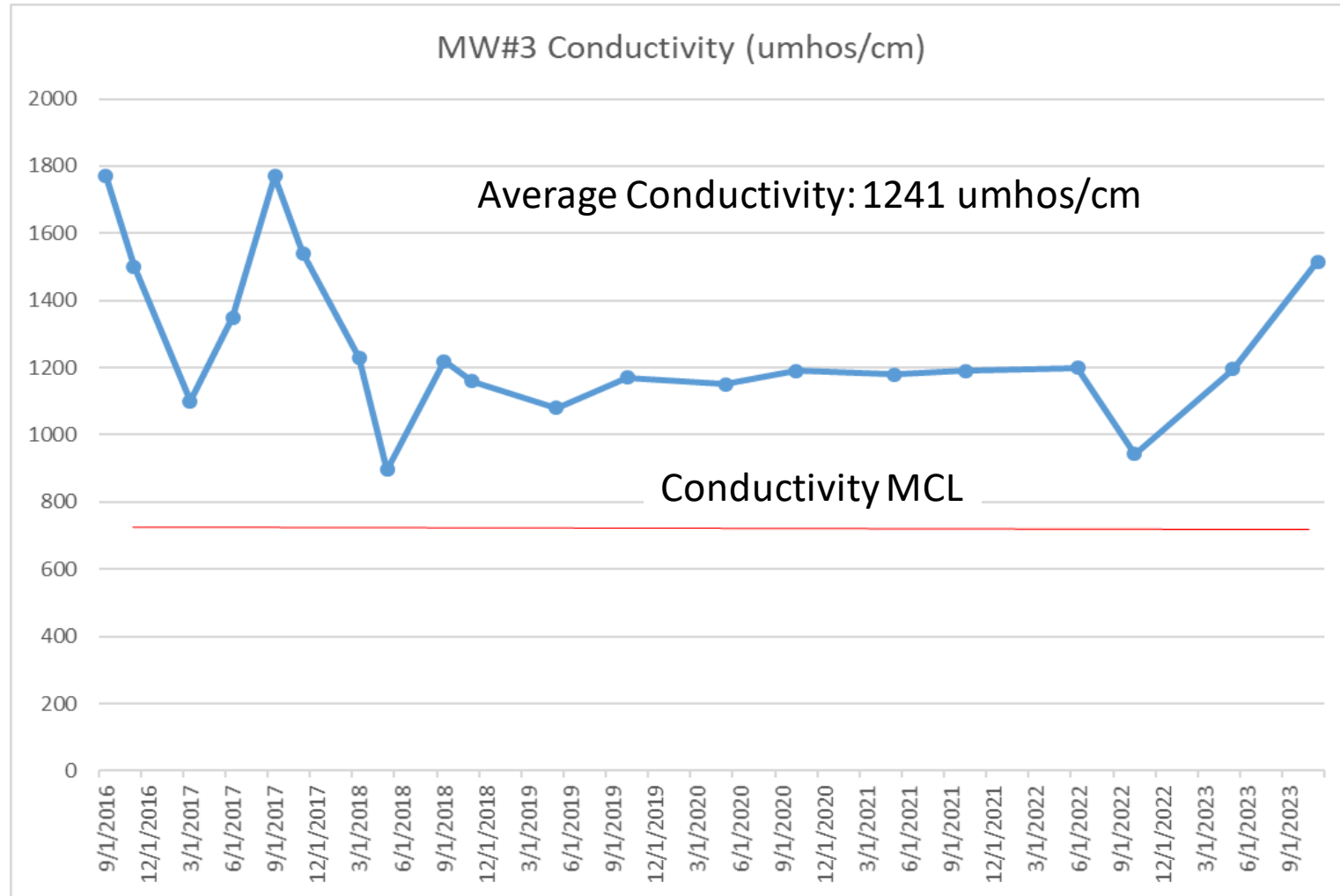
Primary Contaminants:
Nitrate 10.0 mg/L

Secondary Contaminants:
Manganese 0.05 mg/L
Chloride 250 mg/L
Sulfate 250 mg/L

WAC 246-291 (Group B Public Water Systems)

Secondary Contaminant:
Conductivity 700 umhos/cm

Bridgeport Bar – groundwater quality charts



WAC 173-200 – Groundwater Quality Standards (MCL):

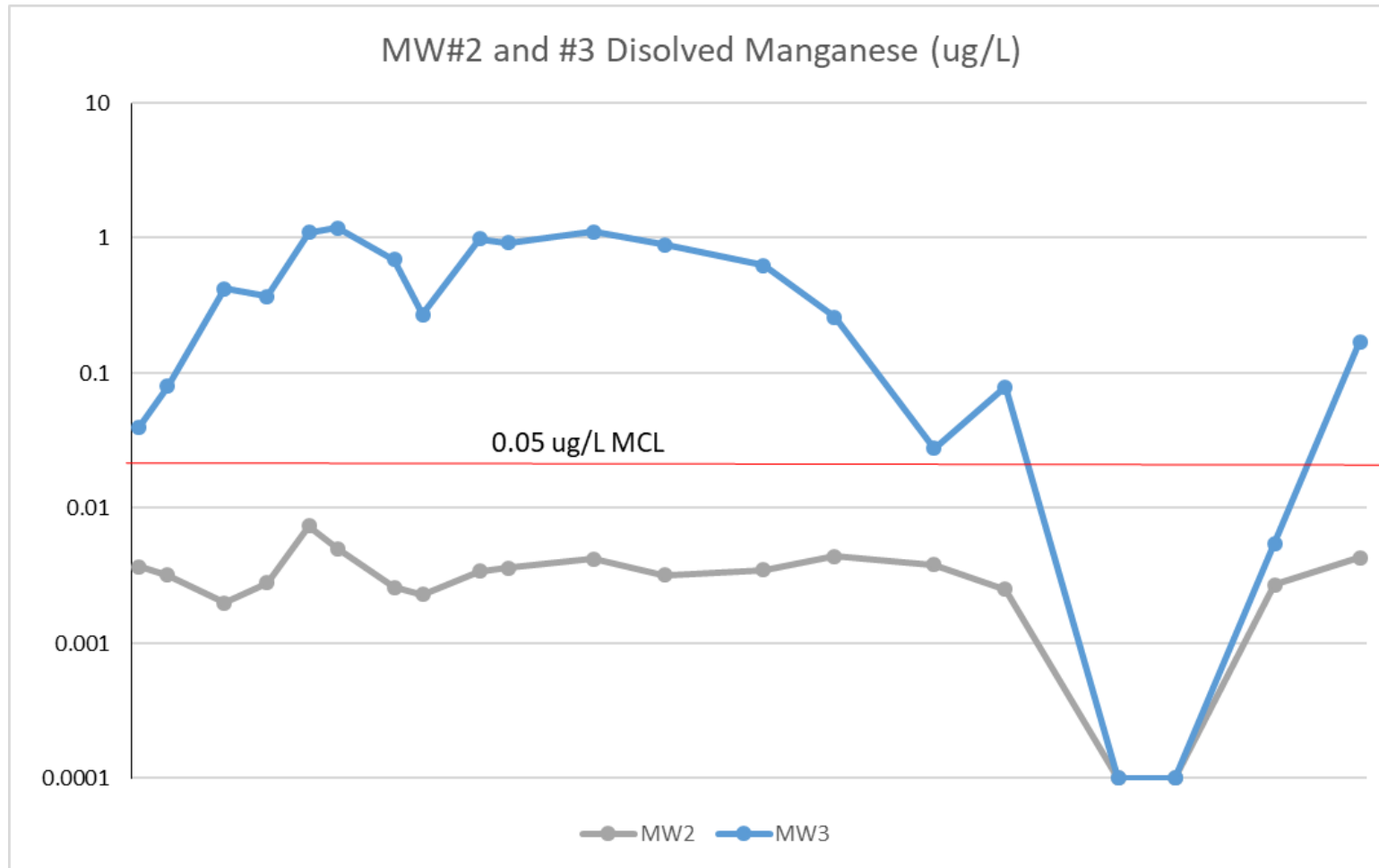
Primary Contaminants:
Nitrate 10.0 mg/L

Secondary Contaminants:
Manganese 0.05 mg/L
Chloride 250 mg/L
Sulfate 250 mg/L

WAC 246-291 (Group B Public Water Systems)

Secondary Contaminant:
Conductivity 700 umhos/cm

Bridgeport Bar – groundwater quality charts



WAC 173-200 – Groundwater Quality Standards (MCL):

Primary Contaminants:

Nitrate 10.0 mg/L

Secondary Contaminants:

Manganese 0.05 mg/L

Chloride 250 mg/L

Sulfate 250 mg/L

WAC 246-291 (Group B Public Water Systems)

Secondary Contaminant:

Conductivity 700 umhos/cm

Bridgeport Bar Landfill – next steps

Request Douglas County to:

1. Continue to sample biannual in 2024.
2. Engineering report by September 2024 to address the rising contaminate source, to “rule in or out” the upgradient borrow pit, recommend additional testing or sampling, or other investigative measures.
3. Have the engineer determine if the uphill well point is taking groundwater from the same aquifer as the two down gradient wells. If not the same aquifer, then a new up gradient well may be necessary.
4. Perhaps widen the sampling area to see if nearby wells also show high levels (or comparable levels).

Alcoa Plant Demo

- Plant closed in December 2021
- Potline decommissioning began and ended in 2022. Material, equipment removal, recycling, or company reuse began in early 2022 and is ongoing. Asbestos and general solid waste taken to GWRLF.
- SEPA and Demo Permit routed for agency comment August 2023.
- Alcoa proposes to “test and separate out clean cured concrete to be crushed and reused on site for fill.” This material will be used to fill all below grade structures, footers, foundations, sumps, pits, etc.
- This material is estimated to be **9,100 dump truck loads**.

Beneficial Use? (permit exemption)

Allowed under WAC 173-350-200 (1) if it “meets specific engineering needs and specifications”

Engineered or Structural Fill?

- RCW 70A.205.700 requires WA State Dept. of Transportation to consider the reuse and recycling of construction aggregate and recycled concrete materials. WSDOT specifications.
 - Aggregate size/QC/material testing
 - Aggregate grading/lifts
 - Density/compaction/moisture
 - Contaminants (from smelter operations)?
 - Engineering?
- State wide Dept. of Ecology approval (no permit required) but Health District can add requirements and/or appeal Ecology’s approval.
- Unlikely to go this route or be approved by Ecology.



Inert Waste Landfill?



New Inert Waste Landfill:

- Application
- Engineering reports/plans and specifications
- Site Plan
- Operation Plan
- Material testing for contamination (pre-demo)
- Closure Plan
- Boundary of the Landfill to be surveyed and recorded to title.
- Air Quality Permit (from Dept. of Ecology)
- Quarterly inspections from the Health District during operational period.

Impact to future use of the property? Data center buildings?

Default option (or haul it all to the GWRLF)



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Thanks! Any Questions?

Brian Dickey - Solid Waste Supervisor
(509) 886-6418 brian.dickey@cdhd.wa.gov



Administrator's Report

Highlights:

Fiscal

Community and Family Health

Communicable Disease and Epidemiology

Health Communications

Environmental Health

Administrator Update



Highlights:

Fiscal staff members are working on the annual report due to the State Auditors Office on May 29, 2024. We attended training to use the SAO's new reporting portal that went live on January 1. The District is also working on the DOH BARS Supplemental report, which is a supplement to the SAO's report and is due to the Department of Health at the end of April.

Staff attended training on how to utilize the new Insurance Provider Management system that went live on January 1. This is a standardized system that is used by all Medical providers in Washington, and the District will use this system to submit Medicaid and other insurance claims.

Additionally, Fiscal staff attended a two-day virtual training regarding the EPA Environmental Justice Grant that will be awarded through Chelan County.

We have submitted a partial request to spend down the Department of Health Public Health Infrastructure grant. The District has submitted and DOH has approved \$63,500 worth of conferences and training. The Management team continues to look for opportunities for staff training and we will continue to submit preapproval up to the \$200k limit.

The Department of Health has rescheduled fiscal monitoring for the District from the first week of March to the third week of March 2024. DOH will be reviewing WIC, PHEP, Immunizations, MCH Block Grant and ELC Grant reimbursements from Oct-Dec 2023.

The two new vehicles approved by the Board of Health in November arrived on February 13 and were placed into service on February 20. The District will be surplusing one vehicle and will send it to auction.

Three Fiscal/Operation staff including myself, the staff accountant and the facilities manager have relocated to the basement. Additionally, the facilities manager reworked some space on the main floor so that 4 employees can be seated where 2 were seated previously, and moved staff around on the 2nd floor so that various program staff are working closer together.

Essential Data:

Through January, 2024, with 8.3% of the year complete, the District is at 8.0% of budgeted revenue and 7.1% of budgeted expenses.

CHELAN-DOUGLAS HEALTH DISTRICT
Cash/Investments
1/31/2024

Cash on Hand - Petty Cash	500.00	
General Account - Chelan County Treasurer	305,785.96	
Payroll Clearing Account - Key Bank	33,014.94	
Investment Account - Chelan County Treasurer	3,676,665.86	
<i>Investment broken out as follows:</i>		
<i>Reserves</i>		2,000,000.00
<i>ARPA Building Remodel Reserves</i>		991,807.90
<i>General Investment</i>		684,857.96
 Total Cash/Investments	 4,015,966.76	

CHELAN-DOUGLAS HEALTH DISTRICT
Budget vs Actuals 2024 Budget
YTD January 2024

	Actual	Revised Budget	
Permits	57,697.50	1,071,180.00	5.4%
Federal Grants	256,504.78	1,645,677.00	15.6%
State Grants	36,835.61	619,058.00	6.0%
State Entitlements	199,817.00	3,114,634.00	6.4%
County Assessments	38,151.55	532,819.00	7.2%
Fees	10,538.16	523,220.00	2.0%
Interest	11,680.86	120,000.00	9.7%
Other Revenue	78.00	2,278.00	3.4%
Total Revenue	611,303.46	7,628,866.00	8.0%
 Wages	 308,776.98	 4,405,049.28	 7.0%
Benefits	107,628.98	1,487,176.89	7.2%
Supplies	43,487.76	345,790.00	12.6%
Services	100,524.17	1,680,476.06	6.0%
Cap Expenditures	-	-	
Total Expenses	560,417.89	7,918,492.23	7.1%

CHELAN-DOUGLAS HEALTH DISTRICT
Budget vs. Actuals 2024 Budget
YTD January 2024

	Total		
	Actual	Approved Budget	% of Budget
Income			
640.001.32120.00.000 HEALTH - BUSINESS LICENSES AND PERMITS	39,057.50	634,904.00	6.15%
640.001.32210.00.000 BUILDINGS, STRUCTURES AND EQUIPMENT PERMITS	18,640.00	436,276.00	4.27%
640.001.33310.55.000 SPEC SUPPLEMENTAL NUTRITION PROGRAM-WIC	17,725.98	191,420.00	9.26%
640.001.33321.07.000 CORONAVIRUS STATE & LOCAL FISCAL RECOVERY FUNDS	0.00	170,000.00	0.00%
640.001.33360.00.000 EPA ENV JUSTICE GOVT-TO-GOVT GRANT	0.00	119,855.00	0.00%
640.001.33393.06.000 PUBLIC HEALTH EMERGENCY PREPAREDNESS	16,761.61	218,000.00	7.69%
640.001.33393.10.000 FDA RESEARCH	0.00	5,000.00	0.00%
640.001.33393.26.000 IMMUNIZATION GRANT	11,773.67	244,504.00	4.82%
640.001.33393.32.000 EPIDEMIOLOGY/LAB CAPACITY (ELC)	99,309.72	99,866.00	99.44%
640.001.33393.35.000 PUBLIC HEALTH WORKFORCE DEVELOPMENT	99,953.53	300,000.00	33.32%
640.001.33393.77.000 MEDICAID MATCH	7,622.35	171,872.00	4.43%
640.001.33393.99.000 PREVENTATIVE HEALTH/MCH BLOCK GRANT	3,357.92	125,160.00	2.68%
640.001.33403.10.000 DEPARTMENT OF ECOLOGY	283.76	155,000.00	0.18%
640.001.33404.91.000 DEPT OF HEALTH GENERAL FUND	0.00	24,732.00	0.00%
640.001.33406.90.000 HCA GENERAL FUNDS	36,551.85	439,326.00	8.32%
640.001.33604.24.000 PUBLIC HEALTH ASSISTANCE	199,817.00	399,634.00	50.00%
640.001.33604.25.000 FOUNDATIONAL PUBLIC HEALTH SERVICES	0.00	2,715,000.00	0.00%
640.001.33862.00.000 PUBLIC HEALTH	38,151.55	532,819.00	7.16%
640.001.34620.00.000 PUBLIC HEALTH CLINIC	556.16	57,540.00	0.97%
640.001.34650.00.000 ENVIRONMENTAL HEALTH FEE FOR SERVICES	2,120.00	360,680.00	0.59%
640.001.34670.00.000 OTHER PUBLIC HEALTH FEES (VITAL STATS)	7,862.00	105,000.00	7.49%
640.001.35000.00.000 FINES AND FORFEITS	0.00	0.00	
640.001.36111.00.000 INVESTMENT INTEREST	11,680.86	120,000.00	9.73%
640.001.36900.00.000 OTHER MISCELLANEOUS REVENUES	78.00	2,278.00	3.42%
Total Income	\$ 611,303.46	\$ 7,628,866.00	8.01%

CHELAN-DOUGLAS HEALTH DISTRICT
Budget vs. Actuals 2024 Budget
YTD January 2024

Expenses	Total		
	Actual	Approved Budget	% of Budget
640.001.56200.10.000 SALARIES & WAGES	308,776.98	4,405,049.28	7.01%
640.001.56200.20.000 PERSONNEL BENEFITS	107,628.98	1,487,176.89	7.24%
640.001.56200.30.000 SUPPLIES	9,108.10	115,875.00	7.86%
640.001.56200.35.000 SMALL TOOLS & MINOR EQUIPMENT	0.00	2,410.00	0.00%
640.001.56200.35.100 BOOKS, REFERENCES & VIDEOS	0.00	1,500.00	0.00%
640.001.56200.35.200 SOFTWARE	34,379.66	172,100.00	19.98%
640.001.56200.35.300 HARDWARE	0.00	53,905.00	0.00%
640.001.56200.41.100 SERVICES - LEGAL	12,284.20	133,500.00	9.20%
640.001.56200.41.200 SERVICES - AUDIT	0.00	23,000.00	0.00%
640.001.56200.41.300 SERVICES - INTERPRETING	375.00	20,104.00	1.87%
640.001.56200.41.450 SERVICES - ANSWERING SERVICE	189.59	2,400.00	7.90%
640.001.56200.41.500 SERVICES - OUTSIDE DRS & DENTISTS	0.00	10,000.00	0.00%
640.001.56200.41.600 SERVICES - COMPUTER	28,348.19	140,000.00	20.25%
640.001.26200.41.800 SERVICES - OUTSIDE LABORATORIES	20.00	0.00	
640.001.56200.41.900 SERVICES - CONTRACTS & MISC	31,700.66	629,891.00	5.03%
640.001.56200.41.920 SERVICES - LANDSCAPING	0.00	3,000.00	0.00%
640.001.56200.41.930 SERVICES - PARKING LOT MAINT	284.25	10,000.00	2.84%
640.001.56200.42.010 TELEPHONE	2,915.49	48,340.30	6.03%
640.001.56200.42.020 POSTAGE	1,000.00	12,000.00	8.33%
640.001.56200.43.000 TRAVEL/TRAINING	6,240.52	241,857.26	2.58%
640.001.56200.40.000 ADVERTISING	2,501.25	39,800.00	6.28%
640.001.56200.45.000 OPERATING RENTALS & LEASES	3,375.00	41,520.00	8.13%
640.001.56200.46.000 INSURANCE	0.00	130,000.00	0.00%
640.001.56200.47.000 PUBLIC UTILITY SERVICES	1,472.63	18,000.00	8.18%
640.001.56200.48.000 REPAIRS	3,416.91	29,650.00	11.52%
640.001.56200.49.000 PRINTING - OFFICE	0.00	3,246.00	0.00%
640.001.56200.49.001 PRINTING - COPIER	631.57	18,256.00	3.46%
640.001.56200.49.200 PAMPHLETS - PRINTED OR PURCHASED	244.13	11,030.00	2.21%
640.001.56200.49.300 DUES & MEMBERSHIPS	89.99	15,201.50	0.59%
640.001.56200.49.400 SUBSCRIPTIONS	240.95	5,000.00	4.82%
640.001.56200.49.500 OTHER EXPENDITURES	5,193.84	74,180.00	7.00%
640.001.56200.49.700 CONTINUING EDUCATION	0.00	20,500.00	0.00%
640.001.56200.62.030 IMPROVEMENTS TO EXISTING BUILDING	0.00	0.00	
640.001.56200.64.000 OTHER MACH, EQUIP	0.00	0.00	
Total Expenses	\$ 560,417.89	\$ 7,918,492.23	7.08%



Highlights:

Garth Donald joined our team as our new Mental Health & Substance Use Coordinator. He began connecting with various providers in the region (homeless shelters, behavioral health practices and agencies, school districts, law enforcement groups, crisis response agencies, etc.) to assess local resources, identify gaps in services, and create personal connections within local organization networks. Fentanyl use is a major topic of focus, which led Garth to research emerging detox and treatment trends, which are greatly needed in our community. He started an educational course to become a Naloxone Administration Trainer so he can train school staff, organization volunteers, and community groups how to properly reverse an overdose. He assisted in the installation of our Naloxone vending machine to ensure proper educational materials and record-keeping is followed.

Stephanie Snitily rejoined the Community and Family Health Department, as much of her work falls under Clinical Services.

WIC responded to another formula recall- 10 WIC clients were affected by the recall;

NFP and ABCD are collaborating on integration of oral health into medical care- March training scheduled for NFP home visitors to learn how to apply fluoride varnish during home visits and provide oral health education; will bill Medicaid for these services.

Essential Data:

NFP:

Served 47 families (and 42 children)
Received 4 new referrals- current waitlist of 9 clients
Made 25 referrals to outside services

PH Nutrition:

17 students attended after-school program
8 participants attended monthly weight loss support group.

Immunizations:

1 PEAR visit for a Douglas County provider

WIC:

Total caseload- 617 as of December (January '24 data not available yet)

ABCD:

Enrolled 14 children
Attended 1 outreach event- reached 300 people
Made 15 referrals to outside service

CYSHCN:

Total caseload- 26

73 contacts with families

Made 17 referrals to outside services

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

CVP- Childhood Vaccine Program

IQIP- Immunization Quality Improvement for Providers

AVP- Adult Vaccine Program

PEAR- Provider Education Assessment and Reporting



Unit Highlights

- The new Regional Assessment Coordinator started and completed the training and onboarding process.
- The unit is actively recruiting for the positions of Regional Epidemiologist and Lead Communicable Disease Investigator to strengthen the work of the unit.
- The Health Officer, Dir CD-Epi, and Health Coordinator participated in a Wound Botulism case review at Confluence Health Hospital to improve patient care and coordination and communication with CDHD in the future.

Disease Investigations:

CD-Epi conducted 14 investigations into infectious disease cases. This is the same number of investigations done in January 2023. For January 2024 the team investigated:

- Campylobacter
- Cryptosporidiosis
- Legionella
- Q Fever
- Human Prion Disease
- Pertussis

North Central Washington Epidemiology Consortium

- The North Central Washington Epidemiology Consortium (NCW Epi Consortium) met weekly to discuss progress on work for Community Health Assessment, creation of a health indicators dashboard, and the Regional Community Health Assessment Systematic Review.
- The in-person meeting of the NCW Epi Consortium was postponed until February due to bad travel conditions. This meeting will allow the LHJs to discuss goals and objectives for 2024 and beyond.

Epidemiology Team

- Continued the analysis of the data on wildfire smoke in the region and how it has impacted the number of days with poor air quality.

Communicable Disease Control

- Monitored care and treatment of contagious and non-contagious tuberculosis cases with local infectious disease partners, the WA-DOH, and the CDC's Cure TB Program.
- Completed case investigation and contact tracing of case notifications from the CDC Electronic Disease Notification System, and the WA-Department of Corrections. Coordinated care for clients with local providers for follow up evaluation testing and treatment.
- Reported patient results and outcomes to WA-DOH and CDC.
- Conducted 2 Nurse Consult visits for local childcare centers that care for Children with Special Needs in our community. The visits include a review of procedures to ensure the facilities follow best practices in care and treatment.
- Investigated cases of high lead levels in children to ensure follow-up testing and treatment with healthcare providers.

Infection Prevention and Control at Long Term Care Facilities

- Supported long-term care facilities through COVID outbreaks by sharing updated guidelines, discussing future Infection Control Assessment And Response visits to review and improve current infection prevention policies and procedures to keep residents and staff safe.
- Created a system to track COVID cases and outbreaks along with tracking communications.
- Creating a better reporting system of notifiable diseases for Long Term Care Facilities (LTCFs) through RedCap, which will allow the facilities to input their cases consistently, and more accurately, and allow for easier transfer to Washington Disease Reporting System (WDRS).
- Created new communicable diseases pages (Salmonella, Measels) on Chelan Douglas Health District website, and updated existing information (COVID, Flu, TB) to better communicate with the intended audience and have the most up to date information.
- Built relationships with LTCFs to give a point of contact to discuss reporting infections, discuss infection prevention plans, how to request support, and improve understanding of updated guidelines.

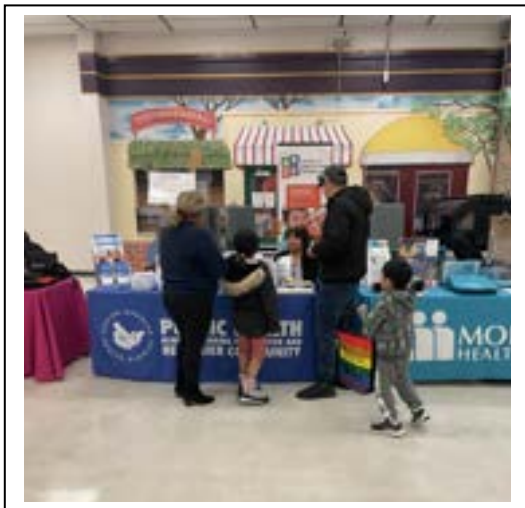


Communications & Outreach Report

February 2024

Highlights:

- News Release 2024-01: *Influenza Deaths*
- News Release 2024-02: *Salmonella Outbreak*
- News Release 2024-03: *Salmonella Infections in Washington linked to Fratelli Beretta Italian—Style Meats*
- Radio ads to promote *Influenza*
- Radio ads to promote *Weight Loss Support Group*
- Radio ads to promote *Access to Baby and Children’s Dentistry (ABCD)*
- Outreach team distributed Botulism, Respiratory Illness and Weight-Loss Support Group Flyers
- Outreach team continues to support Personal Health’s monthly weight loss support group



Wenatchee High School Multi-Cultural Night on 1/24



Annual Point in Time Homeless County at Lighthouse Christian Ministries 1/25

Essential Data:

- 1/3 – Weight-Loss Support Group
- 1/24- Multicultural Night @ WHS
- 1/25 – Point in Time Count
- 1/31 – Leavenworth’s Food Bank



1) Food and Living Environment:

Highlights:

- Currently SmartGov is going through a merger with Granicus. The food team is working hard-validating data, and this project is a top priority in order to meet our February 29th deadline.
- Food permit renewals were processed.
- Team passed their pool safety training test.
- Pre-pool season newsletter was developed and will go out with pool renewals.
- Food Safety & Living Environment Program Supervisor vacancy is posted.
- Generalist 1-New hire, is training and doing very well in the program.

Essential Data:

Routine	Pre-Open	Follow-up	Complaints	Temporary Events Food	Plan Reviews
43	2	1	1	2	5

2) Onsite Program:

Highlights:

- Updated Standard Operating Procedures for Septic Program including Nuisance Complaint process.
- Susan Baker, EHS Inspector has completed her probationary period.
- Susan Baker is lead on implementing Group B Assessment program. Involves assessing Douglas County Group B systems – gathering contact information, conducting well site inspections and collecting coliform, nitrate, and arsenic samples. Outreach and Education about water systems is also a primary goal of the grant.
- Service Provider Program completed agreement with WOSSA (Washington Onsite Sewage Association) to provide training and testing for all new potential Installers, O&M providers, and Septic Pumpers. Licensing is still required through our health district to perform services.
- Continue to train and develop the Configuration Mode of CDHD SmartGov program.

Essential Data:

2024	Applications	53
	OSS Permit	18
	OSS Permit	18
	All Others	35
	Blue Line	1

Complaint 3
 Connection 1
 Long Plat Referral 1
 Mylar 3
 No Application 0
 Other Land Use Referral 5
 Private Water Application 9
 Project Review 2
 Public Water System 2
 Public Well Site 1
 Reactivation 1
 ReDesign 3
 Repair 1
 Sanitary Survey 0

Short Plat Referral 2
 Site Evaluation Application 0
 Tank Permit 0
 Conditions of Approval Referral 0
 OSS Permit = New Construction Septic systems
 Land Use = Blue Line, Long Plat (Major Plat), Other Land use referral, Short Plat

Total Land use reviews in January: 11
 Drinking Water Program = Sanitary Survey, public well site, public water system, private water
 Total Drinking Water Reviews in January: 12
 Field Work: Inspections completed in January: 19

	January			Total
Field Inspections	19			19
Occupancy Approvals	7			7
Onsite applications Received	39			39
Land-Use Referrals	11			11
Complaints	3			3

3) Solid Waste Complaints Worked/Closed:



Environmental Health BOH Report

February 2024

Highlights:

- Solid Waste records archival grant. Applying for up to \$20,000 grant to process, organize, and store nearly 100 banker boxes (3500 pounds) of solid waste files spanning over 50 years. Grant application due March 1st.
- Re-certification as a Certified Pool Operator. This is a five year national certification and exam covering all aspects of public pools for water quality, safety, inspections, chemistry, etc.
- Continued with the meth/fentanyl workshop with state Dept. of Health and statewide local health departments. At the end of the workshops, we should have policy's and guidance documents on cleanup for "heavy smoking use" in apartments and homes.
- Washington State Onsite Sewage Association (WOSSA) annual conference in Tacoma. This was a two day septic system industry conference with nearly a thousand attendees.
- Bridgeport Bar Landfill groundwater contamination. Review of long term water quality lab results and consultation with Ecology's hydrogeologist on potential contamination of groundwater under the old closed Bridgeport Bar's landfill.
- Pollution Prevention Associate (PPA) training for small business and how they store and dispose of hazardous wastes. Free on-site technical assistance to our local businesses. Ecology grant funded. Field visits to begin this week.
- SmartGov training.
- Meth/Fentanyl Property Contamination Workgroup-developing a guide to address cleanup projects.

Essential Data:

Solid Waste Complaints Received	14
Solid Waste Complaints Closed	10
Solid Waste Complaints follow-ups	7
Facility Inspections	5
Public Records Request	6
Technical assistance with Rats	2
Technical assistance with Mold	8
Technical assistance with mosquitoes	0
Technical assistance with Landlord/Tenant	10
Technical assistance with pigeons	0
Technical assistance with cockroaches	1
Technical assistance with bedbugs	4
Technical assistance with smoking in front of a building	0

Other Projects/Meetings:

- Chelan County SWAC Meeting
- Douglas County SWAC Meeting
- Monthly Environmental Health Meetings
- Weekly On-site/Solid Waste Meetings
- Weekly Smartgov Meetings
- CDHD and DOE Meetings
- Managing/retention Solid Waste Files
- Managing/retention Solid Waste Files Meetings

- Updating SOP for Solid Waste
- Pool inspections
- Discussing plans for Alcoa Demolition
- Environmental Health Department took the (CPO) Certified Pool Operator Training and Exam
- Getting Renewal Applications and Annual Reports ready for the Solid Waste Facilities
- Solid Waste Program will assist with case management of children with elevated blood lead levels



The Health District has hired over 6 new employees in the last month. Onboarding and training for new employees is a top priority. There are still several openings and recruitment is needed for leadership level positions.

The Chelan-Douglas Health District Code work is still underway and has been transferred from legal to the CDHD management team. We expect to see an updated version of the code in the next few months after legal review.

SmartGov development is still in process with Data Validation and may have limited delays due to the sale from Brightly to Granicus parent companies. Need to purchase portable printers to support EH inspections in the field. Discussion regarding API's with the counties and follow up to start after SmartGov Launch.

NASH will be supporting management and supervisory training as well as supporting development of onboarding and professional development programs for the Health District over the next 6 months.

In discussion with vendors regarding an Electronic Medical Record System for the Health Districts CD and Community and Family Health programs.

There continues to be influx of resources for air quality programs and smoke resiliency from the state and federal levels.

Contracts between \$10,000 and \$25,000

- 1) 14,268.37 – Server Licenses through State Contract and IT Vendor Firefly/SHI
- 2) 12,500 – Communications plan with Jennifer Korfiatis
- 3) 11,500 – Prothman Recruiting for the Fiscal position

Executive team contracts between \$25,001 - \$65,000

- 1) 49,440 – Management and Leadership Training by NASH
 - a. 9,360 Onboarding and Professional Development Programs
 - b. 40,080 Management and Leadership Training and Coaching