

**Minutes
Board of Health
Chelan-Douglas Health District
November 16, 2015**

Frank Collings, East Wenatchee City Council, and Board of Health Chair, called the meeting to order at 3:00 p.m.

Board Members Present:

Frank Collings, Chair, East Wenatchee City Council
Ken Stanton, Vice Chair, Douglas County Commissioner
Russell Clark, Mayor, City of Rock Island
Keith Goehner, Chelan County Commissioner
Doug England, Chelan County Commissioner
Keith Huffaker, Wenatchee City Council

Administrative Staff Present:

Barry Kling, Administrator
Mary Small, Associate Administrator, Community Health & Preparedness
Carol McCormick, Associate Administrator, Personal Health Services
Kandis Boersema, Associate Administrator, Support and Fiscal Services
Connie Dorner, Administrative Associate, Board of Health Secretary

Public Present:

Mike Peterson, Gradient Corporation

Consent Agenda

Russ Clark, Mayor, City of Rock Island, made a motion to approve the consent agenda that included the October 19, 2015 Board Meeting Minutes, October Payroll in the amount of \$151,765.57, October Benefits in the amount of \$53,204.70, approval of payment of 2015 Vouchers No. 2015-0478 to 2015-0525 in the amount of \$47,054.37, DOE Coordinated Prevention Grant, and Consolidated Contract Amendment #5. Ken Stanton, Douglas County Commissioner, seconded the motion and it carried unanimously.

Program Update

Jackie Dawson, Region 7 Epidemiologist, Stephanie Snitily, Communicable Disease Coordinator, Dave Prosch, EHS II, and Hilary Knelleken, EHS II, presented the program update on the Legionella Outbreak.

Board Discussion

None

Public Comment

None

New Business

None

Unfinished Business

The Administrator and Kandis Boersema, Associate Administrator, Support and Fiscal Services, presented the changes made to the preliminary 2016 budget since last month.

Last month the Board had questions on how the public health/TB assessment split between Chelan and Douglas Counties was determined. Today the Associate Administrator presented a one page explanation of how the two counties property evaluations and populations are used to make this determination.

Reports

Kandis Boersema, Associate Administrator, Fiscal and Support Services, reported that through October 2015, with 83% of the year complete, revenue is at 85% of the budget and expenses are at 87% of the budget.

Carol McCormick, Nursing Director, reviewed the Personal Health Division program updates. Lupita Espinoza, ABCD lead has been asked to sit on a State task force concerned with improving outreach in the Hispanic community. A team of nurses has been working with Dr. Spitters on improving overall TB program system functions and having great success. Cari Hammond has completed 7 successful flu outreach clinics. A pilot project teaching children in an afterschool program at Mission View Elementary about nutrition and diabetes began in October and recently concluded. Data for the pilot project will be gathered in December. Teen Pregnancy rates which had been going down for many years are climbing back up again. CDHD has spearheaded a pregnancy prevention coalition ready to address this situation. The Coalition for Children and Families of

NCW, which CDHD have active members, had a very effective legislative forum with our three state legislators.

Mary Small, Associate Administrator, Community Health and Emergency Preparedness, reported that current activities are centered on midyear reporting for the Emergency Response and Preparedness contract deliverables. They are updating plans, training staff on our emergency response plan and sending staff needing additional training updates to NIMS training classes.

The Healthcare Coalition is hearing about regional response and after action reports from more partners in last summer's fires in Chelan and Okanogan Counties. We will look at lessons learned that we can use to improve our response activities for future fire seasons impacting healthcare, nursing homes and assisted living facilities.

Mary Small shared the management team proposal to get two new Ford Escapes at approximately \$26,500 each off the state contract for 2016. With \$45,000 in our car budget for 2016, and a plan to surplus the 2001 GMC Pickup and two 2003 Nissans, we are within a few thousand dollars of the amount needed to purchase the two new vehicles.

Keith Goehner, Chelan County Commissioner, directed the Administrator and Kandis Boersema, Associate Administrator, to increase the \$15,000/year contribution to the auto replacement fund to \$20,000 in the 2016 budget.

Carol McCormick reported that Barry Kling received a Life Time Achievement Award from the leadership of the Washington State Public Health Association at state meetings in Wenatchee last month.

The Administrator reported that he worked with Mary's husband, Chip Small, to nominate Mary who was selected as the 2015 Women of the Year by the Business and Professional Women of Wenatchee.

The Administrator reviewed the Environmental Health program updates.

As John Bangsund, Leavenworth City Council and Russ Clark, Mayor, City of Rock Island, were not re-elected to serve in 2016, the Board directed the Administrator to contact the mayors in Chelan County to select another representative for the small cities in Chelan County to serve on the Board of Health. The Administrator will also contact the mayors in Douglas County to select a new representative for the small cities in Douglas County.

Adjournment

Frank Collings, East Wenatchee City Councilman and Board of Health Chair, adjourned the meeting at 3:56 p.m.

Frank Collings, Chair