

**Minutes  
Board of Health  
Chelan-Douglas Health District  
February 27, 2017**

As Keith Goehner, Chelan County Commissioner and Board of Health Chair, was out of town, John Sterk, East Wenatchee City Council and Board of Health Vice Chair, called the meeting to order at 3:01 p.m.

**Board Members Present:**

Dan Sutton, Douglas County Commissioner  
Jill Thompson, Waterville Town Council  
John Sterk, East Wenatchee City Council  
John Alt, Entiat City Council  
Keith Huffaker, Wenatchee City Council  
Steve Jenkins, Douglas County Commissioner

**Administrative Staff Present:**

Barry Kling, Administrator and Environmental Health Director  
Carol McCormick, Associate Administrator, Personal Health Services  
Christal Eshelman, Director of Health Communications  
Connie Dorner, Administrative Associate, Board of Health Secretary  
Kandis Boersema, Associate Administrator, Fiscal and Support Services  
Francis Collins, Health Officer

**Public Present:**

Sharon Waters, Leavenworth City Council, attended the Board meeting as she would like to take information shared back to her city council.

**Consent Agenda**

**Jill Thompson, Waterville Town Council, made a motion to approve the consent agenda that includes the January 23, 2016 Board Meeting Minutes, January Payroll in the amount of \$176,569.80 and January Benefits in the amount of \$62,321.82, and approval of payment of 2017 Vouchers No 2017-0036 to 2017-0110 in the amount of \$77,703.76. Dan Sutton, Douglas County Commissioner, seconded the motion and it carried unanimously.**

### **Program Update**

Christal Eshelman, Director of Health Communications, presented the program update on Community Health Needs Assessment. She reported that a regional community health needs assessment (CHNA) is performed every three years in North Central Washington. The CHNA is an effort to understand community health needs and provide direction for healthcare organizations, community hospitals, public health districts, and community organizations to focus collaborative efforts on improving the health of the communities and making NCW the healthy place to work, learn, grow, and receive care.

The 2016 CHNA report was authored by Stephen Johnson, Confluence Health, Christal Eshelman, MPH, Chelan-Douglas Health District, and Deb Miller, Community Choice Healthcare Network with assistance from the CHNA steering committee participants to review, analyze and interpret the significant amount of data that was generated and considered in the completion of this assessment.

The CHNA process ultimately resulted in the identification of four health needs for our region. They are Mental Health Care Access, Access to Care, Education, and Obesity. These results help guide decisions regarding: CDHD project choices, Project selection by the NC ACH (North Central Accountable Community of Health) and Hospital community benefit spending.

### **Board Discussion**

None

### **Public Comment**

None

### **New Business**

Barry Kling, Administrator/Environmental Health Director, proposed that an additional EH Specialist be hired in the On-site/Land Use program and a 5% fee increase beginning April 1, 2017, to partially fund this cost. The Administrator reported that when septic permits and other activities in this program declined as a result of the 2008 recession, so did our staffing. Activity in that program has rebounded significantly as the economy has improved, but our staffing remains at its low point. The last time we experienced our current level of activity we had four full time EH Specialists,

and we now have two. The proposed addition would give us a third, and we believe that would be sufficient due to improvements in the way we use support staff in this program. In addition, there have been few fee increases in our programs over the last several years, and we have fallen behind the impact of inflation.

The Board members shared concerns about the impact of a 5% increase to the public and suggested it would be better to have periodic small increases rather than large increases every few years. It was suggested that fee increases reflecting each year's inflation rate should be presented yearly when the budget is discussed. The possibility of a 3% fee increase this year, with a second increase the following year, was also discussed. This discussion will be considered the first reading and the question of an additional EH position and a fee increase in the on-site program will be discussed and voted on after the second reading at the March 20, 2017 Board of Health meeting.

The Administrator presented the North Central Accountable Community of Health 2017 draft budget, already adopted by the ACH Governing Board. The Board of Health must also approve this budget since CDHD is serving as administrative host for the ACH. **Keith Huffaker, Wenatchee City Council, made a motion to approve the 2017 NC ACH budget. Jill Thompson, Waterville Town Council, seconded the motion and it carried unanimously.**

### Unfinished Business

None

### Reports

**Kandis Boersema**, Associate Administrator, Fiscal and Support Services, reported that through January, 9% of the year completed, the revenue was 10.83% of budget and expenses were 8.93% of budget.

She also reported that the Washington State Vital Statistics division has added a new computer program for making the birth and death certificates. They have also changed to a new paper to print the certificates on to improve security. The certificates have to be scanned to read the bar code.

**Carol McCormick**, Associate Administrator, Personal Health Division, reported that there have been over 400 cases of mumps in Washington State. However, there are no known cases in Grant and Yakima Counties and only one in Okanogan. There are no known cases in our two counties.

Carol also reported one case of meningitis in Grant County as well as one case of measles in Whitman County.

Carol said the flu trend is going down.

The nursing director reported that the two Spokane AIDS Case Managers that are currently housed at the Health District are moving to the Confluence Health facility, as Confluence got the contract. This will help as this will locate the case managers in the same facility as the patient's medical provider. It is thought HIV case management will reside at Confluence Health, the current grant contract recipients.

**Christal Eshelman**, Director of Health Communications presented Public Health Air Quality Information regarding health effects from exposure to poor air quality or wildfire smoke, measuring air quality, Public Health's role, prescribed fires, and burn bans.

Christal reported that the Health District has formed an outreach committee consisting of 9 staff members representing each program and the all staff that consistently do outreach. The purpose of the committee is to coordinate outreach activities and increase efficiency. The committee meets monthly, the third meeting coming up March 9, 2017.

Christal said CDHD was awarded a Technology Improvement Award from the National Network of Libraries of Medicine in the amount of \$4950. The grant is to fund the development of an updated website for the Health District. Christal has met with 5 web developers to consult on the website redesign and has asked for a quote from each. After she receives all the quotes, she will assess them for comparability and work with the management team and IT to determine which company will best meet our needs.

Christal also presented a draft of the 2016 Annual Report and asked the Board to review it and email her with any changes or recommendations. She anticipates completing the final copy for distribution by the March 20<sup>th</sup> board meeting.

Christal reported that on January 1, 2018, Chelan, Douglas and Grant Counties will be transitioning to FIMC (Fully-integrated Medicaid Contracting). The NC ACH has created an Advisory Committee to provide local level input from the providers to the Health Care Authority. This role is financially supported by the NC ACH (not CDHD). So far this year they have held one introductory phone conference call and four in person meetings that were attended by approximately 60 participants per meeting and were well received.

Christal said the CDHD web pages were updated with Opioid Prescription Resources in response to restrictions placed on the license of Dr. Travers of Chelan.

**Barry Kling**, Administrator/Environmental Health Director, added that DOH, HCA the Medical Commission provided a lot of help in responding to this situation.

**Steve Jenkins, Douglas County Commissioner, made a motion to adjourn the meeting at 4:24 p.m. Keith Huffaker seconded the motion and it carried unanimously.**

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Keith Goehner, Chair