Minutes
Board of Health
Chelan-Douglas Health District
December 19, 2016

Ken Stanton, Douglas County Commissioner, and Board of Health Chair, called the meeting to order at 4:01 p.m. The Chair introduced Dan Sutton, who will be the new Douglas County Commissioner in Ken Stanton’s district beginning January 2017.

Board Members Present:

Keith Goehner, Chelan County Commissioner
Doug England, Chelan County Commissioner
Ken Stanton, Douglas County Commissioner
Jill Thompson, Waterville Town Council
Keith Huffaker, Wenatchee City Council
John Sterk, East Wenatchee City Council
John Alt, Entiat City Council

Administrative Staff Present:

Barry Kling, Administrator/Environmental Health Director
Carol McCormick, Associate Administrator, Personal Health Services
Connie Dorner, Administrative Associate, Board of Health Secretary
Maria Joya, Region 7 Emergency Response Coordinator
Christal Eshelman, Director of Health Communications
Francis Collins, Health Officer

Public Present:

Mike Peterson
Dan Sutton

Consent Agenda

Doug England, Chelan County Commissioner, made a motion to approve the consent agenda that included the November 21, 2016 Board Meeting Minutes, November Payroll in the amount of $165,741.21, November Benefits in the amount of $56,458.77, approval of payment of 2016 Vouchers No. 2016-0575 to 2016-0625 in the amount of $29,095.47, Accountable Communities of Health (ACH) Amendment #4, and Healthy Communities (1422 Program). John Sterk, East Wenatchee City Council, seconded the motion and it carried unanimously.
Program Update

Carol McCormick, Associate Administrator, Personal Health Services, provided a program update on Community Health Workers (CHW). Carol explained that community health workers currently have no medical certification but are trained to provide specific health program interventions (DOT) and bridge the gap between formal health services and the community. Carol stated CHW’s are an important health resource extending a level of health care to underserved populations and if fully tapped can help meet the goal of improved health at a lower cost.

Board Discussion

None

Public Comment

None

New Business

As Kandis Boersema, Associate Administrator, Fiscal and Support Services, is home with pneumonia, Barry Kling, Administrator, reviewed a one page summary of the 2017 budget and answered questions from the Board. The Administrator proposed one new fee for approval along with the budget. The proposal is to have a fee that is double the normal amount for Plan and Menu Review and applied when a food establishment fails to initiate a Review when one is required, and is reviewed after the fact. This is similar to the approach applied to some land use permits, the cost of which is doubled when a project has not acquired the needed permits in advance. No other changes were proposed in the fee schedule associated with the budget. The proposed fee changes are as follows:

<table>
<thead>
<tr>
<th>Type of Permit</th>
<th>Plan and Menu Fee</th>
<th>Double fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>F4 (Minimal)</td>
<td>$184</td>
<td>$368</td>
</tr>
<tr>
<td>F3 (Simple)</td>
<td>$184</td>
<td>$368</td>
</tr>
<tr>
<td>F2 (Small)</td>
<td>$367</td>
<td>$734</td>
</tr>
<tr>
<td>F1 (Large)</td>
<td>$367</td>
<td>$734</td>
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Jill Thompson, Waterville Town Council, made a motion to approve the 2017 Budget, including the addition to the Plan and Menu
Review fee schedule. John Alt, Entiat City Council, seconded the motion and it carried unanimously.

The Administrator presented Resolution 2016-005 Obsolete Property, which allows the Health District to donate some old desks in need of repair and a medical exam table to a non-profit organization. Jill Thompson, Waterville City Council, made a motion to approve the resolution as presented. John Alt, Entiat City Council, seconded the motion and it carried unanimously.

Unfinished Business

None

Reports

As Kandis Boersema, Associate Administrator, Fiscal and Support Services, was absent due to illness, the Administrator reported that through November, 92% of the year completed, the revenue was 96% of budget and expenses were 96% of budget.

Carol McCormick, Associate Administrator, Personal Health Services, reported 93 cases of mumps in Washington State, mostly in King County. However, there are suspected cases in Pierce, Yakima and Spokane Counties. Efforts are currently being undertaken by the state to communicate immunization concerns to providers and our local health district is developing information to communicate to the Chelan and Douglas County communities.

Christal Eshelman, Director of Health Communications, reported that Alma Castillo and Lupita Espinoza from the Health District will have a table at the Winter Wellness and Health Expo, scheduled today from 4:00 – 8:00 p.m. at the Pybus Public Market.

Christal is currently working on updates to the Health District website.

On December 14th, the DOH Communicators Conference Call addressed the mumps outbreak. They will provide weekly updates about mumps.

Barry reported that Christal will be putting 30% to 50% of her time into the role of Project Coordinator for the Advisory Committee being formed as part of the Fully Integrated Medicaid Contracting process. The ACH will reimburse the Health District for her time.
Maria Joya, Region 7 Emergency Preparedness and Response Lead, reported that the mid-year report on deliverables will be submitted to DOH by December 31st.

Washington State Department of Health has activated an Incident Management Team to help support a coordinated response to the mumps outbreak around the state. On Tuesday the IMT will hold conference calls for Tribal partners and for PIOs. There will be an incident briefing for all partners on Thursday.

Barry Kling, Administrator, reported that the North Central ACH is holding a Whole Person Care Workshop on January 27-28, 2017, at Campbell’s in Chelan. He also reviewed data on activities in the On-Site/Land Use and Food Safety programs in 2016 compared with previous years.

The Board of Health thanked retiring Commissioner Ken Stanton of Douglas County for his 16 years of service as a member of the Board of Health and presented a plaque commemorating his contributions.

Adjournment

At 4:51 p.m. Doug England, Chelan County Commissioner, made a motion to go into a closed session to discuss labor negotiations under RCW 42.30.140 (4)(a). Jill Thompson, Waterville City Council, seconded the motion and it carried unanimously. The Board came back to open session at 5:19 p.m.

Ken Stanton, Chair, adjourned the meeting at 5:20 p.m.

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Keith Goehner, Chair