



# Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

## Chelan-Douglas Health District Board of Health Regular Meeting Minutes – January 27, 2025

### Board Members Present (quorum):

Jerrilea Crawford, Chair (5)  
Brad Hawkins (1)  
Marc Straub (4)  
Marissa Smith (7)  
Alma Chacon (9)  
Joseph Hunter (11)

Shon Smith, Vice Chair (2)  
Randy Agnew (3)  
Sharon Waters (6)  
Bindu Nayak (8)  
Bill Sullivan (10)

### Board Members Absent:

None

### Non-Voting Alternate Board Members Present:

Michael Peterson (7)

Carin Smith (9)

### Staff Present:

Kristen Hosey, Health Administrator  
Dr. James Wallace, Interim Health Officer  
Diane Forhan, Interim Fiscal and Operations Director  
Maria Christina Monroe, Communications Director  
Julian Kyles, CD/Epi Director

Erin McCool, CDHD Attorney  
Kent Sisson, EPR Director  
Cari Hammond, CFH Director  
Susan Jacques, HR Manager  
Hollie Casey, Clerk of the Board

### 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 Jerrilea Crawford called the meeting to order at 3:00PM and requested the Board and CDHD staff that were present to go around the table to introduce themselves. After the introductions were complete, Chair Crawford requested the Board Clerk to take attendance.

### Approval of Agenda (7:45)–

Chair Jerrilea Crawford requested to approve the agenda as well as the consent agenda, with item e. Approval of the Contract Matrix, removed for separate discussion. Marc Straub moved to approve the agenda as well as the consent agenda, with item e. Approval of the Contract Matrix, removed for separate discussion. Joseph Hunter seconded the motion, and the motion passed unanimously.

### Public Comment (8:51) –

Chair Jerrilea Crawford 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 Crawford identified the number of members of the public that wanted to speak, she allotted three minutes to each presenter.

- Laura Watkins of Douglas County expressed her concerns about the COVID vaccine and the Notice of Liability that was presented to the Board in 2024.

- Darlene Crum of Douglas County expressed her concerns about the COVID vaccine.
- Laurie Buhler of Douglas County expressed her concerns about the COVID vaccine.
- Kim Darlington of Douglas County expressed her concerns about the COVID vaccine.
- Joan Steichen of Chelan County expressed her concerns about the COVID vaccine.
- Angela of Chelan County shared her view about mandating all vaccines and shared a personal story she thinks is related to vaccines.
- Scott Watkins of Douglas County expressed his concerns about the COVID vaccine.
- Jordan Sanford of Chelan County commented on the draft Board Code of Ethics.
- Lisa Templeton of Yakima County expressed her concerns about the COVID vaccine.

**Consent Agenda (33:38) –**

- Approval of the December Board Meeting Minutes
- Approval of the December Payroll in the amount of \$359,511.53
- Approval of the December Benefits in the amount of \$121,871.82
- Approval of Payment of 2024-2025 Vouchers No. 20240868-20250050 in the amount of \$179,279.03

The Consent Agenda was approved at the beginning of the meeting. Item ‘e.’ was removed for separate discussion.

- Approval of the Contract Matrix

Chair Jerrilea Crawford requested that Diane Forhan, Interim Fiscal and Operations Director, explain the correction on the Consolidated Contract. Diane pointed out that the Contract Matrix presented has two typos on it. The first, the Consolidated Contract, should be Amendment 1, not Amendment 0. The second being a numerical error on page two under contract #CLH32044. The contract shows the Public Health Emergency Preparedness Funding with an amount of \$873,970 and should be \$87,397.

**Shon Smith moved to approve the Consent Agenda item e. Approval of the Contract Matrix with the stated adjustments of the Consolidated Contract changing to Amendment Number 1 and the change of the dollar figure on Consolidated Contract #CLH32044 to change the dollar amount from \$873,970 to \$87,397. Marc Straub seconded the motion, and the motion passed unanimously.**

**Old Business (37:38)–**

- Renovation Bid update (37:41)

Chair Jerrilea Crawford shared that at the last meeting the Board approved the Executive team to select a vendor/contractor for the District building renovations. Kristen Hosey, Health Administrator, shared that the District went with the lowest bid, Barry Construction, and shared some information about the contractor. Diane Forhan, Interim Fiscal and Operations Director, explained that the District made a request for additional FPHS funds to cover some additional expense items that have come up.

**New Business (40:30)–**

a. CDHD BOH Rules and Procedures (40:35)

Chair Jerrilea Crawford shared with the Members that the Rules and Procedures are a part of the After-Action Report and has been reviewed by legal and presented today for Board review. Board discussion continued, and the Board determined that the Rules and Procedures be brought back to the Board with the suggested changes at a future meeting. Chair Crawford stated that she would work with legal counsel to refine the document to bring back to the Board at a future meeting.

b. CDHD BOH Code of Ethics (1:06:25)

Chair Jerrilea Crawford asked the Board to review and discuss the BOH Code of Ethics that was reviewed by legal and presented today for Board review. Board discussion followed. The Board recommended that the Code of Ethics be brought back to the Board with changes at a future meeting. Board discussion followed.

c. First Quarter Surplus List (1:24:37)

Kristen Hosey, Health Administrator, explained that the items listed are obsolete and non-working items. Diane Forhan, Interim Fiscal and Operation Director, noted that the District has been slowly upgrading from computer towers to laptops. The Board suggested the hard drives of the printers be removed and destroyed prior to being surplus. Diane noted that the District will check and remove any hard drives on the surplus printers prior to being surplus.

**Randy Agnew moved to approve the quarterly surplus list. Bill Sullivan seconded the motion, and the motion passed unanimously.**

d. Substance Use Committee Discussion (1:26:15)

Chair Jerrilea Crawford stated that there was a very good discussion with Dr. Wallace regarding substance use and would like to see if the Board would be interested in creating a committee to address substance use in the community. Vice Chair Shon Smith suggested seeing what was being done in the community currently, and to possibly collaborate with other agencies to not double any work currently being done. Member Sullivan passed out a motion that he created to share with the Board, and then requested the motion.

**Bill Sullivan moved to approve the motion that he provided without incorporating the whereas language: I Move for the Chair to Appoint a Committee to Address the Public Health Crisis Caused by Illicit Drug Use. The Purpose of this Committee is to Identify and Evaluate Efforts that CDHD can Undertake to Mitigate the Drug-Use Crisis with Emphasis on Treatment and Prevention. At a Minimum, the Committee Will: 1. Identify existing efforts by CDHD to mitigate impacts of illicit drug use and evaluate their effectiveness; 2. Identify new lines of effort that could be implemented by CDHD to mitigate impacts of illicit drug use; 3. Identify information needed to implement effective**

illicit drug-use mitigation efforts. Identify opportunities to improve data collection and data sharing to meet information needs; 4. Collaborate with other agencies to identify opportunities for a coordinated, interagency approach to mitigate impacts of illicit drug use; and 5. Report preliminary findings and recommendations to the Board within 6 months. Marc Straub seconded the motion for the sake of discussion. Board discussion followed.

Chair Jerrilea Crawford requested a roll call vote. The motion failed with three in favor of the motion, and eight against the motion (Crawford, S. Smith, Nayak, Straub, Hawkins, Waters, M. Smith, and Chacon). Chair Jerrilea Crawford suggested that the new Chair plan a workshop to get started to put together a potential committee to address this issue.

e. Board Officers Nomination (1:54:59)

Chair Jerrilea Crawford explained that the positions of Chair and Vice Chair require a Board vote.

Marc Straub moved to nominate Vice Chair Shon Smith to the new Chair of the Board. Joseph Hunter seconded the motion with Smith accepting the nomination, and the motion passed unanimously.

Vice Chair Shon Smith moved to nominate Randy Agnew as the new Vice Chair of the Board. Bill Sullivan seconded the motion, and the motion passed unanimously.

**Reports (1:57:24)—**

Dr. James Wallace, Interim Health Officer (1:57:27)

Interim Health Officer, Dr. James Wallace, welcomed and introduced himself to the new members of the Board. Dr. Wallace presented today on respiratory illness, the upcoming Notifiable Conditions Presentation, and on the role of the Health Officer for the new Board Members. Dr. Wallace noted that influenza-like illness is currently very high but is down trending. ED visits for Influenza and RSV are currently above the seasonal threshold while COVID is presenting below the threshold. Dr. Wallace reviewed the WACs and his role and responsibilities as the Health Officer, the Health Officer qualifications, and his jurisdictions covered as the Health Officer. Board discussion followed.

Diane Forhan, Interim Fiscal and Operations Director (2:19:55)

Diane gave a brief overview of her quarterly program report provided in the packet, with a correction of the essential data listed on her report. Diane noted that through December 31, 2024, the District was at 109.3% of budgeted revenue and 91.2% of budgeted expenses, and not the other way around.

Cari Hammond, Community and Family Health Director (2:22:55)

Cari gave a brief overview of the quarterly program report provided in the packet.

Julain Kyles, CD/Epi Director (2:29:18)

Julian gave a brief overview of the quarterly program report provided in the packet. Board discussion followed.

Maria Christina Monroe, Communications and Outreach Director (2:36:33)

Maria gave a brief overview of the quarterly program report provided in the packet. Board discussion followed.

Kristen Hosey, Interim Environmental Health Director (2:41:37)

Kristen gave a brief overview of the quarterly program report provided in the packet. Board discussion followed.

Kent Sisson, Emergency Preparedness and Response Director (2:47:26)

Kent gave a brief overview of the quarterly program report provided in the packet. Board discussion followed.

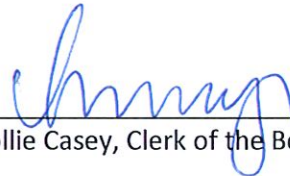
Kristen Hosey, Health Administrator (2:56:49)

Kristen gave a brief overview of the quarterly program report provided in the packet.

**Chair Crawford declared the meeting adjourned at 6:00PM.**



Shon Smith, Board Chair



Hollie Casey, Clerk of the Board



# Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

# Chelan-Douglas Health District Health Officer Update

James Wallace, MD, MPH

January 27th, 2025

# Chelan-Douglas Health Officer Update

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## **Respiratory Illness Update**

- High influenza activity but downtrending for 3 weeks
- Severe illness concerns & novel strains of influenza A

## **Notifiable Conditions Presentation - Substance Use Overdoses**

- Reporting system improvement goals
- February 6th - Wenatchee Valley College (and virtual)

## **Role of the Health Officer**

- Statutory Responsibilities
- Local, regional, state-level collaboration

# Respiratory Illness

## Washington Influenza-like illness

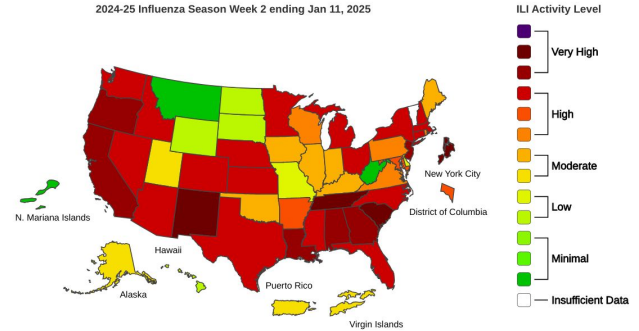
- Very high -> high
- Downtrending x3 weeks

## North Central WA Respiratory Dashboard

- Influenza ED visits above seasonal threshold
- COVID-19 present but below threshold
- RSV above seasonal threshold

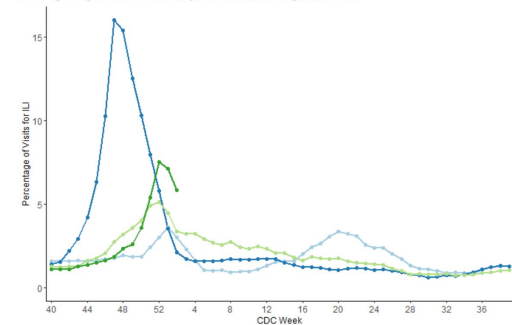
## Severe Influenza A

- Hospitalizations & deaths
- H5N1 (Avian influenza) & novel strains
- Rapid gene subtyping & surveillance



<https://www.cdc.gov/fluview/surveillance/usmap.html>

Figure 4: Syndromic Surveillance, Percentage of Hospital Visits for a Chief Complaint of ILI, or Discharge Diagnosis of Influenza, by CDC Week, Washington, 2021-2025



<https://doh.wa.gov/sites/default/files/2023-05/420-100-FluUpdate.pdf>

# Respiratory Illness

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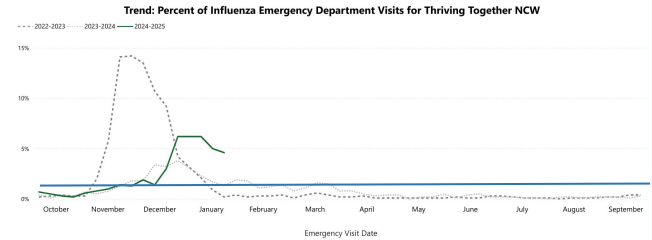
- Very high -> high
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## North Central WA Respiratory Dashboard

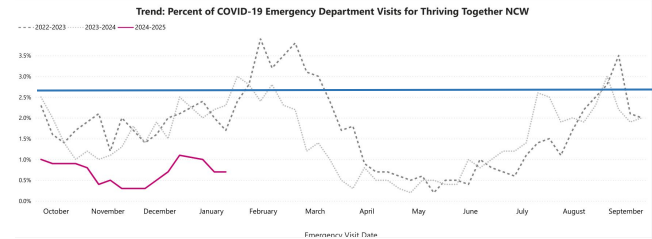
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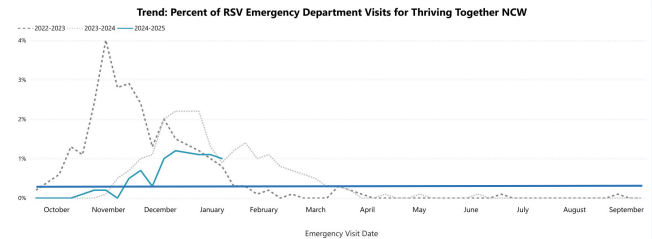
- Hospitalizations & deaths
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1.2%  
Influenza  
Threshold



2.7%  
COVID-19  
Threshold



0.3%  
RSV  
Threshold

<https://doh.wa.gov/data-and-statistical-reports/diseases-and-chronic-conditions/communicable-disease-surveillance-data/respiratory-illness-data-dashboard>

# Respiratory Illness

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## Accelerated Subtyping of Influenza A in Hospitalized Patients

[Print](#)



Distributed via the CDC Health Alert Network  
January 16, 2025, 10:00 AM ET

<https://www.cdc.gov/han/2025/han00520.html>



## Provider Alert: Subtyping of Influenza A in Recommended for Hospitalized Patients

January 21, 2025

<https://doh.wa.gov/sites/default/files/2025-01/InfluenzaSubtyping-ProviderAlert-January2025.pdf>

# Notifiable Conditions - Substance Use Overdoses

## Drug Overdose Reporting

- Health Officer Order - January 29th, 2019
- Healthcare report to Center for Alcohol and Drug Treatment
- Inconsistent use of current system

## Data Surveillance Goals

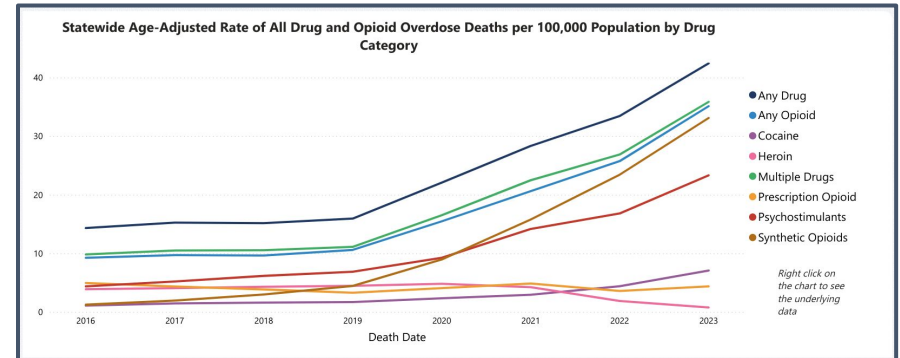
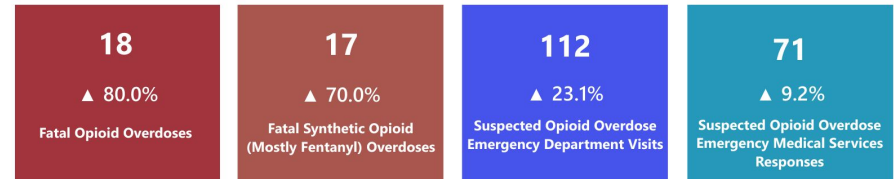
- Provide real-time reporting
- Characterize overdose patterns
- Respond to changing trends
- Direct, monitor, and evaluate interventions

## Public Health Interventions

- Provide data to drive collaboration
- Broad and targeted communication
- Prevention initiatives
- Assess and expand access to treatment
- Replicate and strengthen recovery resources

## Thriving Together NCW Opioid Quick Stats - 2023 Q4

Percent Increase (▲) or Decrease (▼) Since the Previous Quarter



<https://doh.wa.gov/data-and-statistical-reports/washington-tracking-network-wtn/opioids/overdose-dashboard>

# Public Health Officer - Roles and Responsibilities

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- Defined by RCW 70.05.010 through 70.05.10
  - [RCW 70.05.040](#) The Local Board of Health must appoint a health officer
  - [RCW 70.05.050](#) Health Officer Qualifications
  - [RCW 70.05.070](#) Health Officer Responsibilities
  - [RCW 70.28.031](#) Tuberculosis Control
  - [RCW 70.05.100](#) Diagnosis of Contagious Disease
  - [RCW 70.24](#) Sexually Transmitted Infections
  - [RCW 70.26](#) Pandemic Influenza Preparedness

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  - [RCW 70.26](#) Pandemic Influenza Preparedness

# Public Health Officer - Roles and Responsibilities

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- In addition, multiple WACs include responsibilities of the Health Officer
  - [WAC 246-100-036](#) Communicable Disease Control
  - [WAC 246-100-040](#) Procedures for Isolation and Quarantine
  - [WAC 246-101-505](#) Notifiable Conditions Response
  - [WAC 246-105-080](#) Exclusion Criteria for Vaccine Preventable Illness
  - [WAC 246-110-020](#) Control of Contagious Disease in Childcare and School Settings
  - [WAC 246-170](#) Tuberculosis Prevention, Treatment, and Control
  - [WAC 246-203](#) General Sanitation
  - [WAC 246-215](#) Food Service
  - [WAC 246-272a](#) On-site Sewage Systems
  - [WAC 246-291](#) Group B Public Water Systems
  - [WAC 246-366A](#) Environmental Health and Safety for Primary and Secondary Schools
  - [WAC 246-490](#) Vital Statistics

# Public Health Officer - Roles and Responsibilities

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# Public Health Officer - Roles and Responsibilities

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## [RCW 70.05.050](#) - Health Officer Qualifications

- An experienced physician licensed to practice medicine and surgery or osteopathic medicine and surgery (MD or DO)
- Must hold the degree of master of public health or its equivalent; or complete a 3 year provisional service
- Must participate in an in-service orientation of 3 months by the secretary of health
- Shall satisfy the secretary of health pursuant to periodic interviews and is conducting such program of good health practices as may be required by the jurisdictional area concerned

# Public Health Officer - Roles and Responsibilities

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[RCW 70.05.070](#) - The local health officer, acting under the direction of the local board of health or the administrative officer, if any, must:

- Enforce state and local public health statutes, rules and ordinances
- Take action as necessary to maintain health and sanitation within their jurisdiction
- Control and prevent the spread of any dangerous, contagious or infectious diseases
- Inform the public as to the causes, nature, and prevention of disease and disability and the preservation, promotion and improvement of health
- Prevent, control or abate nuisances which are detrimental to the public health
- Attend all conferences called by the secretary of health or his/her designee
- Collect fees for the issuance or renewal of licenses or permits
- Inspect, as necessary, changes to existing public water systems and construction of new public water systems to assure the changes or construction conforms to system design and plans
- Take such measures as he or she deems necessary to promote the public health, to participate in the establishment of health educational or training activities, and to authorize the attendance of employees of the local health department or individuals engaged in community health programs related to or part of the programs of the local health department

# Public Health Officer - Roles and Responsibilities

## WAC 246-101-505 - Notifiable Conditions - Health Officer and Health Jurisdictions

- Local health officers or the local health department shall:
  - Review and determine appropriate action for notifiable conditions, diseases or conditions considered to be a threat to the public and each reported outbreak or suspected outbreak, with assistance from the department in carrying out investigations
  - Establish a system at the local health department for maintaining confidentiality of written records and written and telephoned notifiable conditions case reports
  - Notify health care providers, laboratories and health care facilities within the jurisdiction of the health department of requirements in this chapter
  - Notify the department of cases of any condition notifiable to the local health department upon completion of the case investigation
  - Distribute appropriate notification forms to persons responsible for reporting
  - Notify the principal health care provider, if possible, prior to initiating a case investigation by the local health department
  - Carry out HIV partner notification requirements
  - Allow laboratories to contact the health care provider ordering the diagnostic test before initiating patient contact if requested and the delay is unlikely to jeopardize public health
  - Conduct investigations and institute control measures

# Public Health Officer - Roles and Responsibilities

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## [WAC 246-101-505](#) - Notifiable Conditions - Health Officer and Health Jurisdictions

- Each local health officer has the authority to:
  - Carry out additional steps determined necessary to verify a diagnosis reported by a health care provider
  - Require any person suspected of having a notifiable condition to submit to examinations required to determine the presence of the condition
  - Investigate any case or suspected case of a reportable disease or condition or other illness, communicable or otherwise, if deemed necessary
  - Require the notification of additional conditions of public health importance occurring within the jurisdiction of the local health officer

# Public Health Officer - Roles and Responsibilities

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## WAC 246-100-040 - Isolation and Quarantine

- At his or her sole discretion, a local health officer may issue an emergency detention order causing a person or group of persons to be immediately detained for purposes of isolation or quarantine, or may petition the superior court ex parte for an order to take the person or group of persons into involuntary detention for purposes of isolation or quarantine
- May invoke the powers of police officers, sheriffs, constables and all other officers and employees of any political subdivisions within the jurisdiction of the health department to enforce immediately



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# Chelan-Douglas Health District Health Officer Update

James Wallace, MD, MPH

January 27th, 2025