

**Minutes
Board of Health
Chelan-Douglas Health District
February 22, 2016**

Ken Stanton, Board of Health Chair, called the meeting to order at 3:02 p.m.

Board Members Present:

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

Administrative Staff Present:

Barry Kling, Administrator/Environmental Health Director
Carol McCormick, Associate Administrator, Personal Health Services
Kandis Boersema, Associate Administrator, Support and Fiscal Services
Mary Small, Associate Administrator, Community Health and Preparedness
Connie Dorner, Administrative Associate, Board of Health Secretary
Alma Castillo, Regional Emergency Response Coordinator

Public Present:

Mike Sherer, Chelan Evening Farmers market
Mike Peterson, Gradient

Consent Agenda

Keith Goehner, Chelan County Commissioner, made a motion to approve the consent agenda that included the January 25, 2016 Board Meeting Minutes, January Payroll in the amount of \$153,830.09, January Benefits in the amount of \$53,864.06, and approval of payment of 2016 Vouchers No. 2016-0033 to 2016-0061 in the amount of \$21,436.38. Keith Huffaker, Wenatchee City Council, seconded the motion and it carried unanimously.

Program Update

Barry Kling, Administrator, presented an update on the Legionella investigation. The Administrator reported that there have already been two public records requests regarding this investigation. The records will be released when the investigation is completed in a few more weeks.

Information that could be used to identify individual patients will not be released in response to records requests, except for individual patients requesting their own records.

Board Discussion

The Chair reported that Steve Jenkins was called out of town today for a family medical emergency. He had intended to request a letter of support from the board regarding Senator Parlette's current efforts to increase planned burning activities designed to reduce the risk of devastating wildfires. The administrator commented that there are health concerns about community exposure to smoke, but that smoke from planned burns is much less of a problem than the massive smoke exposures we have had in recent years from wildfires. **Keith Goehner, Chelan County Commissioner, made a motion to have the Administrator draft a letter of support of the burning plan and have it signed by Ken Stanton, Chair. John Sterk, East Wenatchee City Council, seconded the motion and it carried unanimously.**

Public Comment

Mike Sherer, who helped start the Farmer's Market in Chelan, asked the Board to consider removing the \$20.00 fee charged for each additional location at which a temp food vendor wishes to serve during a season. These fees usually apply to farmer's market vendors. He also proposed that our LHJ honor permits from other LHJs, especially Okanogan County, for farmer's market vendors. The Administrator and food program staff will look at this and report back to the Board with their recommendation.

New Business

The Administrator requested that two or three of the Board members volunteer to serve as representatives on the management negotiating team along with the management staff for the upcoming union negotiations. Keith Goehner, Chelan County Commissioner, John Alt, Entiat City Council, and Jill Thompson, Waterville City Council volunteered to be part of the negotiating team. Two or three CDHD managers will also serve on the team.

Unfinished Business

The Administrator presented the revisions to the 2016 Budget. This budget includes updated revenue projections and other changes that have occurred since the original 2016 budget was passed in December, 2015, and also includes the addition of an Environmental Health Specialist II position. **John**

Sterk, East Wenatchee City Council, made a motion to approve the revisions. Keith Huffaker, Wenatchee City Council, seconded the motion and it carried unanimously.

Reports

Kandis Boersema, Associate Administrator, Fiscal and Support Services, reported that through January 2016, 8% of the year completed, the revenue was 15.49% of budget and expenses were 7.95% of budget.

Carol McCormick, Associate Administrator, Personal Health Services, reported on staff services provided in January and spoke to an Influenza and Zika update submitted by Stephanie Snitily and Jackie Dawson. Carol also handed out a flyer/invitation to a Complete Streets training where Carol will speak about health advantages of Complete Streets.

Mary Small, Associate Administrator, Community Health and Preparedness, gave her final report. She is in her 30th year working for the Health District and is retiring February 29th, 2016. The Board expressed their appreciation to Mary for her services and wished her well. She introduced Alma Castillo, who served as her program assistant and facilities coordinator and has been trained to take over Mary's duties in emergency preparedness. Christal Eshelman, current clerk-typist III, who has a master's degree in public health, will be taking over the PIO (public information officer) duties for Mary.

Mary Small also distributed the first draft of the 2015 Annual Report to the Board. She asked the Board members to review the report and direct any revisions to the Administrator.

There was further discussion about the fact that the Health District has agreed to be the temporary backbone service provider (e.g. the administrative home) for the North Central ACH pending creation of a nonprofit for the organization and hiring a director. The Administrator indicated that he will be bringing to the March meeting more details on an ACH budget and on a proposed operating agreement with the ACH.

Adjournment

Ken Stanton, Chair, adjourned the meeting at 4:10 p.m.