



# CDHD Board of Health

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Board of Health Meeting Agenda  
May 18<sup>th</sup>, 2026, at 2:00 PM at the Douglas County Public Services Building  
140 19<sup>th</sup> Street NW, East Wenatchee

***This Board meeting will be a hybrid of in person and online. Participants can attend via computer, phone or in person. Meeting attendance instructions are posted on the landing page of [cdhd.wa.gov](http://cdhd.wa.gov)***

- I. General Business (5 Minutes)**
  - a. Call Meeting to Order – Roll Call
  - b. Approval of the Agenda
  
- II. Consent Agenda (5 Minutes)**
  - a. Approval of April 20, 2026, Board Meeting Minutes
  - b. Approval of April payroll in the amount of \$351,090.07
  - c. Approval of April benefits in the amount of \$109,742.36
  - d. Approval of Payment Vouchers 20260216-20260273 in the amount of \$92,062.00
  - e. Approval of Contract Matrix
  
- III. Public Comment**
  - a. *CDHD is providing opportunities for public comment in person, remotely, or by submitting written comment. The Chair will ask if there are any citizens wishing to address the Board. When recognized, please step up to the microphone (or unmute your screen), state your name and the county jurisdiction you reside in. The Chair will direct Citizen comments to two to three minutes each.*
  
- IV. Old Business (20 minutes):**
  - a. Board Rules & Procedures Updates (Action)
  
- V. New Business (20 Minutes)**
  - a. Executive Summary of the Emergency Operations Plan
  
- VI. Reports (20 Minutes)**
  - a. Health Officer Report – Dr. James Wallace
  - b. Health Administrator Report – Dr. Kristen Hosey
  
- VII. Board Discussion (if time allows)**
  
- VIII. Executive Session – RCW 42-30.140(4)(b) (30 Minutes)**
  - a. Potential Litigation
  
- IX. Adjournment**



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# CDHD Board of Health

Meeting Minutes  
April 2026

## Chelan-Douglas Health District Board of Health Regular Meeting Minutes April 20th, 2026

### Board Member Attendance

| Board Member                  | P                                   | V                        | A                        | E                        | NV                       | Board Member         | P                                   | V                        | A                                   | E                        | NV                       |
|-------------------------------|-------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|----------------------|-------------------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|
| Brad Hawkins (1)              | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Michael Peterson (7) | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Shon Smith, C (2)             | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Maggie Higgins (8)   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Randy Agnew, VC (3)           | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Kim Newman (8)       | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Marc Straub (4)               | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Alma Chacon (9)      | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Top Rojanasthein (5)          | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Carin Smith (9)      | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Carmen Andonaegui (6)         | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Amanda Appel (10)    | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |
| Marissa Smith (7)             | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Daniel Moody (10)    | <input type="checkbox"/>            | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <i>C=Chair, VC=Vice Chair</i> |                                     |                          |                          |                          |                          | Joseph Hunter (11)   | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> | <input type="checkbox"/> |

Key: P = Present (In-Person), V = Virtual, A = Absent, E=Excused, NV = Non-Voting  
\*Resigned

### Chelan-Douglas Health District Staff Present

Corey Lawson, Deputy Health Administrator  
Erin McCool, Legal Counsel

Ryan Lamb, Operations Director

### Public Presence

The meeting was held in person and via zoom and phone conference with members of the public attending and listening to the meeting

### Meeting

Chair Shon Smith called the meeting to order at 2:00 PM, then Chair Smith requested the Board Clerk (Corey Lawson) to take attendance.

### Approval of Agenda

Marc Straub moved to move approve agenda while moving section 6 to follow reports. Brad Hawkins seconded. Motion carried unanimously.



# CDHD Board of Health

Meeting Minutes  
April 2026

Joey Hunter moved to approve the consent agenda with edit to first and last names. Randy Agnew seconded. Motion carried unanimously.

## Public Comment

- Bill Sullivan, Chelan County – Voiced concerns about Western State Alliance and MRNA vaccines.
- Lisa Templeton, Informed Choice – King County – Voiced concerns regarding vaccinations and accurate public health information.

## Old - Business

### Update and Approval of Bylaws

Brad Hawkins provided an update of the approval of the bylaws.

### Board Rules & Procedures – Review for Signature

Board discussion occurred about potential rules and procedures edits. No changes were made.

### Code of Ethics – Review for Signature

Discussed the Board sign Code of Ethics. Board members signed Code of Ethics.

## Reporting

### Dr. James Wallace presents the Health Officer's Report.

Board discussion occurred regarding the Health Officer's Report.

### Health Administrator Report

Board discussion occurred regarding the Health Administrator's Report. Deputy Administrator, Corey Lawson, provided additional environmental health clarification.

## Adjournment

**Shon Smith declares the meeting adjourned at 3:01 PM.**

X

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Shon Smith  
Board Chair

X

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Corey Lawson  
Clerk of the Board



# CDHD Payroll & Benefits Approval

April 2026

Chelan-Douglas Health District  
Payroll 4/24/2026 for pay period 04-01-26 to 04-15-26

|                               |                          |
|-------------------------------|--------------------------|
| Gross Pay                     | 175,641.77               |
| Benefits                      | 54,885.06                |
| <b>Total Payroll Cost</b>     | <b><u>230,526.83</u></b> |
| Net Pay                       | 126,741.39               |
| Due to IRS                    | 42,998.76                |
| Due to ESD - SUTA             | 1,405.13                 |
| Due to ESD - WAFMLA           | 1,984.67                 |
| Due to ESD - WACares Fund     | 933.92                   |
| Due to L&I                    | 2,246.44                 |
| Due to DRS for PERS           | 20,385.23                |
| Due to DRS for DCP            | 1,845.00                 |
| Due to PEBB                   | 30,131.04                |
| Due to AFLAC                  | 238.49                   |
| Due to Health Equity FSA      | 259.99                   |
| Due to Health Equity H.S.A    | 223.74                   |
| Due to Union                  | 1,133.03                 |
| <b>Total Payroll Expenses</b> | <b><u>230,526.83</u></b> |

I, the undersigned, do hereby certify under penalty of perjury, that the services rendered or the labor performed as described herein and that the \$175,641.77 in salaries and the \$54,885.06 in benefits are just, true and unpaid obligations against Chelan-Douglas Health District, and that I am authorized to authenticate and certify to such claim

Signed

A handwritten signature in black ink, appearing to read "Ryan Lane", is written over a horizontal line.

Date

4-22-26



# CDHD Payroll & Benefits Approval

April 2026

Chelan-Douglas Health District  
Payroll 5/08/2026 for pay period 04-16-26 to 04-30-26

|                               |                          |
|-------------------------------|--------------------------|
| Gross Pay                     | 175,448.30               |
| Benefits                      | 54,857.30                |
| <b>Total Payroll Cost</b>     | <b><u>230,305.60</u></b> |
| Net Pay                       | 126,599.54               |
| Due to IRS                    | 42,947.08                |
| Due to ESD - SUTA             | 1,403.59                 |
| Due to ESD - WAFMLA           | 1,982.48                 |
| Due to ESD - WACares Fund     | 932.80                   |
| Due to L&I                    | 2,246.44                 |
| Due to DRS for PERS           | 20,364.02                |
| Due to DRS for DCP            | 1,845.00                 |
| Due to PEBB                   | 30,131.04                |
| Due to AFLAC                  | 238.49                   |
| Due to Health Equity FSA      | 259.99                   |
| Due to Health Equity H.S.A    | 223.74                   |
| Due to Union                  | 1,131.39                 |
| <b>Total Payroll Expenses</b> | <b><u>230,305.60</u></b> |

I, the undersigned, do hereby certify under penalty of perjury, that the services rendered or the labor performed as described herein and that the \$175,448.30 in salaries and the \$54,857.30 in benefits are just, true and unpaid obligations against Chelan-Douglas Health District, and that I am authorized to authenticate and certify to such claim

  
\_\_\_\_\_  
Signed

5-6-26  
\_\_\_\_\_  
Date



# CDHD Payment Vouchers

April 2026

We, the Administrator and President of the Board of the Chelan-Douglas Health District, do hereby certify that the merchandise or services hereinafter specified have been received and that vouchers **No. 20260216** through **No. 20260236** are approved for payment in the amount of \$9,017.58 this 18 day of May, 2026.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
President of the Board of Health

| Voucher Number | Claimant                               |          | Description                    | Amount      |
|----------------|--|----------|--------------------------------|-------------|
| 20260216       | Amazon Capital Services                | Misc.    | Office Supplies                | \$ 232.81   |
| 20260217       | CI Information Management              | 16       | Shred Bin Services             | \$ 152.67   |
| 20260218       | Cintas Corporation                     | 16       | Janitorial Supplies            | \$ 111.10   |
| 20260219       | Coleman Oil                            | 16       | Gas Expense                    | \$ 123.01   |
| 20260220       | Columbia Valley Community Health       | 23       | Clinical Services              | \$ 288.00   |
| 20260221       | Consensus Cloud Solutions LLC          | 63/62/60 | eFax Services                  | \$ 108.69   |
| 20260222       | Douglas County Sewer District          | 16       | Sewer Utility Services         | \$ 152.60   |
| 20260223       | Excel Supply Company                   | 12       | Field Supplies                 | \$ 322.84   |
| 20260224       | In Print Printing                      | 42       | Printing Services              | \$ 42.39    |
| 20260225       | Jeffers, Danielson, Sonn & Aylward, PS | 16       | Legal Services                 | \$ 146.00   |
| 20260226       | Keyhole Security                       | 16       | Building Expense               | \$ 1,822.26 |
| 20260227       | Language Link                          | 15/23    | Interpreting Services          | \$ 43.49    |
| 20260228       | Language Testing International Inc     | 16       | Language Testing-Employees     | \$ 63.00    |
| 20260229       | MacDonald Miller Facility Solution     | 16       | Hvac & Smart Building Services | \$ 3,003.11 |
| 20260230       | Reynolds Real Estate, LLC              | 16       | Parking Lot Maintenance        | \$ 393.18   |
| 20260231       | Stericycle                             | 83       | Hazardous Drug Disposal        | \$ 55.13    |
| 20260232       | Thriving Together NCW                  | 16       | Employee Training              | \$ 1,600.00 |
| 20260233       | WA State Department of Retirement      | 16       | Annual Fee                     | \$ 25.00    |
| 20260235       | WAPRO                                  | 16       | Membership Dues Expense        | \$ 25.00    |
| 20260236       | Waste Management of Wenatchee          | 16       | Utilities Expense              | \$ 307.30   |
|                |  |          |                                | \$ 9,017.58 |



# CDHD Payment Vouchers

April 2026

We, the Administrator and President of the Board of the Chelan-Douglas Health District, do hereby certify that the merchandise or services hereinafter specified have been received and that vouchers No. 20260237 through No. 20260251 are approved for payment in the amount of \$14,726.86 this 18 day of May, 2026.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
President of the Board of Health

| Voucher Number | Claimant                      | Description  | Amount       |
|----------------|-------------------------------|--|--------------|
| 20260237       | ADP, INC.                     | 16 Comprehensive Services, Time and Attendance           | \$ 3,919.29  |
| 20260238       | Amazon Capital Services       | 12/63 Office Supplies                                    | \$ 305.10    |
| 20260239       | Canon Financial Services, Inc | 16 Contract Copier Expense                               | \$ 829.64    |
| 20260240       | Cintas Corporation            | 16 Janitorial Supplies                                   | \$ 111.10    |
| 20260241       | East Wenatchee Water District | 16 Utility Expense                                       | \$ 203.33    |
| 20260242       | In Print Printing             | 16 Printing Services                                     | \$ 81.53     |
| 20260243       | Local Tel Communications      | 16 Monthly Phone Expense                                 | \$ 814.87    |
| 20260244       | Petty, Richmond               | 44 Employee Reimbursement                                | \$ 250.00    |
| 20260245       | Pilkinton, Lisa               | 70 Employee Reimbursement                                | \$ 17.15     |
| 20260246       | Rice, Brianna                 | 70 Employee Reimbursement                                | \$ 31.48     |
| 20260247       | Valvoline                     | 16 Vehicle Maintenance                                   | \$ 657.10    |
| 20260248       | Verizon Wireless              | MISC Phone Expense                                       | \$ 4,108.06  |
| 20260249       | Visa                          | MISC Office Supplies, Field Supplies, Other Expenditures | \$ 2,616.69  |
| 20260250       | WA State Dept Of Revenue      | 16/83 Use Tax Quarter 1                                  | \$ 673.19    |
| 20260251       | Waxie Sanitary Supply         | 16 Janitorial Supplies                                   | \$ 108.33    |
|                |                               |  | \$ 14,726.86 |



# CDHD Payment Vouchers

April 2026

We, the Administrator and President of the Board of the Chelan-Douglas Health District, do hereby certify that the merchandise or services hereinafter specified have been received and that vouchers **No. 20260252** through **No. 20260259** are approved for payment in the amount of \$8,356.09 this 18 day of May, 2026.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
President of the Board of Health

| Voucher Number | Claimant               | Description   | Amount      |
|----------------|------------------------|---|-------------|
| 20260252       | Amazon                 | MISC Office Supplies, Field Supplies, Other Expenditures  | \$ 1,819.18 |
| 20260253       | Cintas Corporation     | 16 Janitorial Expenses                                    | \$ 111.10   |
| 20260254       | Espinoza, Maria        | 82 Employee Reimbursement                                 | \$ 120.00   |
| 20260255       | Health Equity          | 16 Healthcare Benefit April                               | \$ 142.40   |
| 20260256       | Point & Pay            | 16 Processing Fee for March                               | \$ 1,631.00 |
| 20260257       | Pure Water Partners    | 16 Monthly Water Dispenser                                | \$ 67.14    |
| 20260258       | The DOH Associates, PS | 16 Building Renovations                                   | \$ 1,397.00 |
| 20260259       | VISA                   | MISC Field Supplies, Other Expenditures, Building Expense | \$ 3,068.27 |
|                |                        |   | \$ 8,356.09 |



# CDHD Payment Vouchers

April 2026

We, the Administrator and President of the Board of the Chelan-Douglas Health District, do hereby certify that the merchandise or services hereinafter specified have been received and that vouchers No. 20260260 through No. 20260273 are approved for payment in the amount of \$59,961.47 this 18 day of May, 2026.

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
President of the Board of Health

| Voucher Number | Claimant             |          | Description                 | Amount       |
|----------------|----------------------|----------|-----------------------------|--------------|
| 20260260       | AG Supply Co         | 16       | Gas Expense                 | \$ 798.21    |
| 20260261       | Alliance 2020        | 16/63    | Background Checks Expense   | \$ 186.34    |
| 20260262       | Cintas Corporation   | 16       | Janitorial Expense          | \$ 134.96    |
| 20260263       | Connoisseur Media    | 12/41    | Advertising Expense         | \$ 518.00    |
| 20260264       | Douglas County PUD   | 16       | Utilities Expense           | \$ 376.00    |
| 20260265       | Espinoza, Maria      | 82       | Employee Reimbursement      | \$ 406.00    |
| 20260266       | Firefly              | 16       | Monthly Services            | \$ 9,540.84  |
| 20260267       | Granicus             | 40       | Software Expense            | \$ 46,512.66 |
| 20260268       | Ruelas, AnaMaria     | 16       | Employee Reimbursement      | \$ 182.89    |
| 20260269       | Snitily, Stephanie   | 21       | Employee Reimbursement      | \$ 148.00    |
| 20260270       | Sound Telecom        | 12       | After hour on-call services | \$ 206.17    |
| 20260271       | Stericycle Inc       | 83       | Hazardous Drug Disposal     | \$ 55.13     |
| 20260272       | Townsquare Media     | 12/15/41 | Advertising Expense         | \$ 768.00    |
| 20260273       | Water Solutions Inc. | 16       | Monthly Water Coolers       | \$ 128.27    |
|                |                      |          |                             | \$ 59,961.47 |



# Contract Matrix

May 2026

| Contract Number  | With Whom            | Deliverables  | New, Renew, or Replace | Term of Contract   | Total Amount Of Contract | Impact or Adjustment |
|--|----------------------|---|------------------------|--------------------|--------------------------|----------------------|
| Consolidated Contract CLH32044 Amendment #10 Maternal & Child Health Block Grant                   | Department of Health | The purpose of the SOW is to support local interventions that impact the target population of the MCH Block Grant. The purpose of the Amendment is to add funding for FFY26.  | Replace                | 10/01/25- 09/30/26 | \$190,726                | +\$26,075            |
| Consolidated Contract CLH32044 Amendment #10 Office of Drinking Water Group A Program              | Department of Health | The purpose of the SOW is to provide funding to the LHJ for conducting sanitary surveys and providing technical assistance to small community and non-community Group A water systems. This Amendment is to decrease surveys and correct funding amount.  | Replace                | 01/01/25-12/31/27  | \$35,800                 | -\$1,000             |
| Consolidated Contract CLH32044 Amendment #10 Prevention and Community Health Healthy Aging Program | Department of Health | The purpose of the SOW is to support public health agencies with information and resources to increase public health staff awareness of brain health and dementia, increase community partnerships, and identify an activity to implement to promote brain health and dementia awareness within their agency and their community. | New                    | 03/01/26-06/30/26  | \$10,000                 | +\$10,000            |



# Contract Matrix

May 2026

|   |                         |   |         |                    |           |           |
|---|-------------------------|---|---------|--------------------|-----------|-----------|
| Consolidated Contract<br>CLH32044 Amendment #10<br>FFY26 USDA WIC CLIENT SVS<br>CONTRACT                    | Department of<br>Health | The purpose of the SOW is to provide WIC Services. The purpose for this Amendment is to add funding to FFY26.   | Replace | 10/01/25-09/30/26  | \$258,649 | +\$3,840  |
| Interlocal Agreement<br>CLH32625-0  | Department of<br>Health | The purpose of the SOW is to cover TB medications used to treat active TB disease in patients who are under- or uninsured or who lack prescription coverage and not covered by Medicaid or Apple Health.      | New     | 01/01/26-12/31/29  | N/A       | N/A       |
| Consolidated Contract<br>CLH32044 Amendment #11<br>Maternal & Child Health<br>Block Grant                   | Department of<br>Health | The purpose of the SOW is to support local interventions that impact the target population of the MCH Block Grant. The purpose of the Amendment is to add funding for FFY26.                                  | Replace | 10/01/25- 09/30/26 | \$232,446 | +\$41,720 |
| Consolidated Contract<br>CLH32044 Amendment #11<br>Injury & Violence Prevention<br>– Traumatic Brian Injury | Department of<br>Health | The purpose of the SOW is to plan, organize and implement community education and awareness events in the community addressing child injury topics. The purpose of the Amendment is to add funding for FFY26. | Replace | 11/01/25-06/30/26  | \$13,000  | +\$5,000  |



## Rules of Procedure Chelan Douglas Health District Board of Health

This document will guide the procedures and conduct expected of the Members of the Chelan Douglas Health District Board of Health (“Board”), to enhance our ability to meet our responsibilities, and to uphold our Vision and Mission (<https://www.cdhd.wa.gov/about-cdhd>). This document builds upon the Bylaws of the Health District Board of Health (<https://cdhd.district.codes/Bylaws>).

### 1. BOARD MEMBER ROLES AND RESPONSIBILITIES

#### 1.1 General

The Board is the governing body of the Chelan Douglas Health District (“the District”) and is responsible for the legislative activities or policy decisions of the District, as defined by RCW 70.05.060. The roles of the Board Chair, officers, and Board members are outlined in the Bylaws of the Chelan Douglas Health District Board of Health. The Executive Committee consists of the Chair, Vice Chair, and Administrator.

The Board speaks through its official actions. The Chair (and in the absence of the Chair, the Vice Chair) serves as the spokesperson for the District Board when questions concerning policies of the Board are directed to the District. The Chair is encouraged to direct toward approved decisions of the Board and its official actions and to speak more generally about current considerations or possible actions.

Members and Alternate members shall educate themselves about the Roles and Responsibilities of members of Local Boards of Health, and endeavor to participate in ongoing training for effective public service as their schedules allow. They shall be aware of the 10 Essential Public Health Services described by the CDC as the public health activities that all communities should undertake.

Board members have a responsibility to conduct themselves prudently, responsibly, in furtherance of, and consistent with, the Chelan Douglas Board of Health Vision, Mission, and Bylaws, and in accordance with any and all RCWs pertaining to this role.

#### 1.2 Interactions with staff of the CDHD

Board members, acting in their capacity as Board members, should bring questions or comments to the Administrator, Deputy Administrator, or Executive Committee who can help respond or can facilitate further discussions. Board members acknowledge that the District’s staff directly or indirectly report to the Administrator who is responsible for the day-to-day operations of the District. shall not hold direct discussions with any staff member regarding Board matters unless authorized to do so by the Board; instead, Board members should bring questions or comments to anyone on the Executive Committee.



## 2. MEETINGS

### 2.1. Respect and Decorum

Board members must maintain dignity and respect for their fellow Board members, for employees, and for members of the public. A Board member must adhere to the published agenda and neither substantially delay nor interrupt the proceedings of the meeting, ~~nor disrupt or disparage anyone participating during meetings~~. Board meetings shall be governed by Robert's Rules of Order. If there is a conflict between these procedures and Robert's Rules of Order, these procedures shall apply.

### 2.2. Attendance, Excused Absences

Board members are expected to attend all meetings of the Board. If a member is unable to attend, they shall request to be excused by notifying the Board Clerk, Chair, or Administrator prior to the meeting. Board members are encouraged to attend in-person and are expected to come prepared to the meeting. This includes reviewing by reading the Board packet in advance of the meeting and being prepared to participate in discussions and decisions. Board members and their Alternates are expected to remain in communication about attendance.

Board alternate members are expected to maintain participation such that they are prepared to stand in during their primary Board member's absence.

### 2.3. Voting

Board members (or their alternate if a Board member isn't present) should be prepared to vote on all motions. The Chair may call for a roll call vote when clarity of votes is needed. A member has an obligation to abstain if a conflict of interest exists. Members are ~~strongly~~ encouraged to state the reason for any vote in abstention.

### 2.4. Uphold Decisions

Board members shall ~~uphold~~ acknowledge the collective decisions made by the Board both during and outside of Board meetings when presenting themselves as a Board member. Acknowledging the decision of the Board does not preclude Board members from sharing their individual opinions of any decision where they disagree. Board members acknowledge that their opinions and statements as individual Board members, whether in agreement or disagreement, cannot do not represent those of the Board itself. Board members shall clearly distinguish personal opinions from official Board positions to avoid confusion and maintain consistency with the Board's official messaging. Nothing in these rules is meant to prevent individual members from speaking in their personal capacity but members should clearly communicate that they are speaking in their personal capacity and not on behalf of the Board.



Board members shall not delay, interrupt, or disturb proceedings of the meeting on items that are not on the agenda or aspects of such items that have been decided, unless such decision is the predetermined focus of the topic.

## 2.5. Recording of Meetings

Except for executive sessions allowed by RCW 42.30.110 and closed sessions, the Board Clerk shall keep the minutes of all meetings of the Board. Audio and/or video recordings ~~will~~ may be made of Board meetings and, if ~~made recorded,~~ made recorded, shall be available to the public.

## 3. BOARD ORDER OF BUSINESS AND AGENDA

### 3.1 Preparation of Agenda

The agenda serves to introduce items to the Board, to establish the order of business, and to give notice to the public. The agenda serves as a guide for the normal order of business for all regular meetings. In preparing the agenda, however, the Executive Committee has discretion to amend the order of business. Likewise, during a meeting, the Chair, with the concurrence of ~~and~~ the Board has ve discretion to amend the order of business.

For items to be added to the agenda, Board members or the Administrator must bring items for consideration to the Executive Committee two weeks prior to a Board meeting. Proposing a topic does not ensure it will be included on the agenda. The agenda may be amended during the regular meetings upon a motion approved by a majority of the Board.

Each agenda item may be accompanied by a time duration in minutes. This is intended to serve as a general guide for the Board, allow for essential agenda items to be addressed during the time allotted for the meeting but can be modified upon agreement by the attending Board members. The Chair shall appoint a timekeeper for each meeting whose job will be to remind the group when a time frame is exceeded. Timekeeper shall be the Vice Chair or other person appointed by the Chair.

### 3.2 Public Comment

The Board welcomes comments from the public during the public comment period. Members of the public must state their name and county of residence and then they will have up to three minutes of comments. This is an opportunity for members of the public to ~~inform the governing body about~~ share their views with the Board. ~~The meeting itself belongs to the governing body.~~



# Board Rules of Procedure

May 2026

~~The public does not participate in the decision making. Instead, they provide input to the governing body, which takes the input into consideration in making its decisions.~~

~~The public comment period is not a time for dialogue and Board members should refrain from participating in dialogue.~~ Dialog between Board members and the public is generally not advisable during this time. ~~as a~~ meeting of a public board is not a meeting of the public. It is a meeting of the board that is held in public.

The public is also encouraged to submit comments to the Board through the Board Clerk.

### 3.3 Board member discussion

Board members and Alternates may participate in questions and discussion for any agenda topic. To ensure that all members have a chance to speak and that there is sufficient time for essential agenda items, the Chair may ask that members limit their comments to two minutes each until all members have had a chance to speak. Board members and alternates shall refrain from discussion of items in which they hold a conflict of interest.

### 3.4 New Business

New business discussion occurs at the end of regular meetings ~~if time allows. Such topics shall be submitted for the agenda two weeks prior to the Board meeting, but their inclusion in the meeting depends upon the Executive Committee's review and available time.~~

~~Board members will have two minutes each to present/respond to each item, with the ability to go around more than once,~~ upon discretion of the Chair and available time.

Topics should be limited to those under the Areas of Governance of the Board of Health. ~~Topics that have been previously decided shall only be revisited for discussion upon two circumstances: the Executive Committee has approved the item for the agenda and also the majority of the Board agrees to re-visit the topic.~~

~~The Board must uphold state and federal laws governing its actions so the Board should not waste time talking about actions that they are not legally allowed to take.~~

### 3.5 Adjournment

The Chair shall endeavor to adjourn all Regular and Special Board Meetings no later than ~~4~~5:30 pm (or 2.5 hours after beginning). ~~In exigent circumstances or where circumstances may require~~



~~additional time, the~~ Board meeting ~~shall~~ may continue beyond ~~45~~:30 p.m. upon a majority vote of the Board members or alternatives present.

#### 4. NEW BOARD MEMBER ORIENTATION

The ~~Chair-Administrator or Deputy Administrator~~ shall conduct training and “onboarding” of each new Board member, to include sharing of all topics, documents and contents of the links included herein.

#### 5. ADHERENCE TO AND VIOLATION OF THE RULES

Board members may ask the Chair to enforce these procedures established by the Board. If the Chair fails to do so, a majority vote of the Board will require the Chair to do so. Board members who violate the terms of this document or the terms of the RCWs or Bylaws may be subject to censure or sanctions.

#### 6. TYPES OF MEETINGS

##### 6.1 Regular meetings

Meeting dates, times, and locations are posted on the web site. Also refer to Bylaws and RCW 42.30.080.

Study sessions and workshops, executive sessions, and closed sessions may be held in accordance with the Open Public Meetings Act RCW 42.30.110.

##### 6.2 Executive Sessions

Executive sessions may be held in accordance with the provisions of RCW 42.30.110. The Board may hold an executive session during a regular or special meeting. Before convening in executive session, the Chair shall cite the purpose of the executive session and briefly describe the reason (not identifying individuals or case numbers) publicly. The Chair shall further announce the time when the Board is expected to return to open session. The Chair may extend an executive session by coming back into open session and announcing the new time when the open session will reconvene. If the executive session is concluded before the stated time, the Board must not reconvene in open session until the previously announced time. All participants in an executive session must keep confidential all information provided to them during executive sessions. Likewise, all who attend an executive session must return any documents that are distributed during the executive sessions prior to the end of the executive session. No final action can be taken during an executive session. Final action must be taken in open session, see RCW 42.30.060(2). The announced purpose of the executive session shall be entered into the meeting minutes.

##### 6.3 Closed Sessions



Under RCW 42.30.140, the OPMA does not apply to certain types of meetings:

- matters under Administrative Procedure Act, and
- collective bargaining matters

Therefore, the public may be excluded from those meetings. If the public is excluded from a meeting that is not subject to the OPMA under this section, then that meeting should be referred to as a “closed” session to distinguish it from an “executive session” under the OPMA.

#### **6.4 ~~Study sessions and workshops~~ Special Meetings**

~~At the call of the Chair or of a majority of the Board, and with no less than~~The Board may hold special meetings in accordance with RCW 42.30.080. Special meetings require notifications to Board members, the posting of an agenda on the District’s website and notice of the meeting to local news media at least 24 hours in advance. Action may be taken at special meetings based on posted agenda items.~~24 hours of notice to the public and local news media, the~~ The Board may also meet informally in study sessions and workshops.~~(open to the public). All discussions during a study session or workshop shall be informal and do not constitute official actions of the Board, and no~~No final action will be taken during study sessions and workshops~~these meetings~~. Such meetings shall last no longer than three (3) hours. The Board may extend these adjournment times upon approval of a motion by a majority of the Board in attendance.

#### **6.5 Confidentiality**

Board members shall keep confidential all written materials and verbal information provided to them during executive and closed sessions to ensure that confidentiality is protected and ~~CDHD’s~~the District’s position is not compromised.



# Administrator's Report Cover Page

M May 2026

## Administrator's Report

### Highlights:

Fiscal

Community and Family Health

Emergency Preparedness and Response

Communicable Disease and Epidemiology

Communications and Outreach

Environmental Health

Administrator Update



# Fiscal and Operations Report

May 2026

## Fiscal and Operations Report and Personnel



*Ryan Lamb*

*Adeline Moralez*

*Krishna Gonzalez*

*AnaMaria Ruelas*

*Operations Director*

*Fiscal Supervisor*

*Accountant*

*Fiscal Assistant*



*Julian Moro*

*Stefano SolaGallegos*

*Contracts & Procurement  
Manager*

*Facilities & IT Assistant*

### Highlights:

- **Financial Position:** Year-to-date revenue is at 25.5% of budget and expenses at 31.4% through April 30, 2026. Variance is primarily timing-related due to state and federal revenue recognition, including FPHS funding scheduled for receipt in August.
- **Fiscal Compliance & Reporting:** The Annual Financial Report is in preparation for submission to the State Auditor's Office by May 30, 2026. The Washington State Department of Health has scheduled fiscal monitoring for March 18–19, 2026.
- **Operations Update:** Implementation of a new district-wide phone system is underway to improve reliability, emergency communication, and after-hours call routing, reducing reliance on external answering services.
- **Facilities:** The Office Remodel project is in final closeout. Notice of Completion has been submitted and all pay applications have been processed.



# Fiscal and Operations Report

May 2026

- **Personnel:** Fiscal and operations staffing remain stable with no current vacancies. Cross-training and internal capacity-building efforts continue to support continuity of services.

## Operations:

### A. Communications System Upgrade

The District is implementing a new integrated phone system to improve communication reliability, emergency response capability, and after-hours coverage.

- System includes LTE-enabled devices for staff and department leads
- Devices support both cellular and Ethernet connectivity to ensure continuity during outages
- Automated call routing and workgroup scheduling improve after-hours response coordination
- Integrated intercom functionality enhances internal and emergency communications

### Operational Impact:

This system improves redundancy, reduces reliance on external answering services, and enhances continuity of operations during internet or power disruptions.

### B. Facilities – Office Remodel Closeout

The Office Remodel project is in final closeout.

- Final retainage adjusted by \$1,000 due to insurance deductible
- All certified pay applications have been completed
- Notice of Completion has been submitted to applicable state agencies
- Project is proceeding through final administrative closeout

### C. Operational Status Summary

- No major service disruptions reported during the period
- Routine operations continue across programs with stable service delivery
- Continued focus on improving internal communication and operational efficiency

## Fiscal Update

### A. Year-to-Date Budget Performance

- As of April 30, 2026 (33% of the fiscal year complete):
- Total Revenue: **25.5% of budget (\$1,771,095.67 of \$6,954,426.12)**
- Total Expenses: **31.4% of budget (\$2,184,616.60 of \$6,965,054.00)**
- Year-to-date variance: **(\$413,520.93)**
- **Summary:**

Revenue and expenditure performance remain within expected ranges for this point in the fiscal year. Variances are primarily driven by timing differences in revenue recognition, particularly state funding sources (including FPHS), which are received in lump sums later in the year.



# Fiscal and Operations Report

May 2026

## B. Revenue and Expense Trends

- Permit, fee, and grant revenues are tracking within expected ranges (approximately 25%–43% of budget depending on funding source timing)
- State entitlement revenue remains low year-to-date due to scheduled lump-sum receipt of FPHS funds in August
- Personnel-related expenses (wages and benefits) are tracking at approximately 32% year-to-date, consistent with expected pacing
- Services and capital expenditures reflect early-year project and contract activity

## C. Compliance and Reporting

- Annual Financial Report is in progress for submission to the State Auditor's Office by **May 30, 2026**
- Washington State Department of Health fiscal monitoring is scheduled for **March 18–19, 2026**, covering:
  - WIC
  - PHEP
  - Immunizations
  - ELC
  - PH Workforce Development
  - MCH Block Grant reimbursements (Oct–Dec 2025)
- Monitoring findings will be addressed and a final report submitted within 90 days of site visit completion

## D. Cash and Investments Position (as of 4/30/2026)

- Total Cash and Investments: **\$4,150,307.73**
  - Reserves: \$2,000,000.00
  - General Investments: \$1,566,647.61
  - Operating and clearing accounts: remainder
- **Summary:**  
Cash position remains strong and sufficient to support operations and reserve requirements.

## Essential Data:

Through April 30<sup>th</sup>, with 33% of the year completed, the District is at 25.5% of budgeted revenue and 31.4% of budgeted expenses.



# Fiscal and Operations Report

May 2026

## CHELAN-DOUGLAS HEALTH DISTRICT Budget vs. Actuals 2026 Approved Budget YTD April 2026

| Income   | Total                  |                        |               |
|--|------------------------|------------------------|---------------|
|  | Actual                 | 2026 Budget            | % of Budget   |
| 640.001.32120.00.000 HEALTH - BUSINESS LICENSES AND PERMITS      | 363,714.50             | 797,638.65             | 45.60%        |
| 640.001.32210.00.000 BUILDINGS, STRUCTURES AND EQUIPMENT PERMITS | 200,545.00             | 603,947.00             | 33.21%        |
| 640.001.33310.55.000 SPEC SUPPLEMENTAL NUTRITION PROGRAM-WIC     | 64,363.90              | 192,481.00             | 33.44%        |
| 640.001.33393.06.000 PUBLIC HEALTH EMERGENCY PREPAREDNESS        | 60,608.42              | 218,000.00             | 27.80%        |
| 640.001.33393.08.000 MEDICAL RESERVE CORP SMALL GRANT PROGRAM    | 0.00                   | 5,000.00               | 0.00%         |
| 640.001.33393.26.000 IMMUNIZATION GRANT                          | 10,298.94              | 34,505.00              | 29.85%        |
| 640.001.33393.32.000 EPIDEMIOLOGY/LAB CAPACITY (ELC)             | 5,595.69               | 0.00                   |               |
| 640.001.33393.59.000 PERINATAL MENTAL HEALTH COMMUNITY CAPACITY  | 4,712.85               | 14,000.00              | 33.66%        |
| 640.001.33393.77.000 MEDICAID MATCH                              | 122,856.88             | 206,654.00             | 59.45%        |
| 640.001.33393.96.000 PH INFRASTRUCTURE GRANT                     | 24,808.78              | 100,000.00             | 24.81%        |
| 640.001.33393.99.000 PREVENTATIVE HEALTH/MCH BLOCK GRANT         | 39,930.53              | 112,000.00             | 35.65%        |
| 640.001.33403.10.000 DEPARTMENT OF ECOLOGY                       | 102,777.65             | 158,476.00             | 64.85%        |
| 640.001.33404.10.000 STATE GRANT DCYF                            | 132,045.86             | 387,000.00             | 34.12%        |
| 640.001.33404.91.000 DEPT OF HEALTH GENERAL FUND                 | 11,405.91              | 37,179.00              | 30.68%        |
| 640.001.33404.96.000 OHSC TBI SAFE KIDS DSHS IAR                 | 3,423.10               | 0.00                   |               |
| 640.001.33406.90.000 HCA GENERAL FUNDS                           | 16,436.00              | 31,654.00              | 51.92%        |
| 640.001.33604.24.000 PUBLIC HEALTH ASSISTANCE                    | 199,817.00             | 399,634.00             | 50.00%        |
| 640.001.33604.25.000 FOUNDATIONAL PUBLIC HEALTH SERVICES         | 0.00                   | 2,498,000.00           | 0.00% *       |
| 640.001.33862.00.000 PUBLIC HEALTH ASSESSMENTS                   | 152,606.28             | 457,817.84             | 33.33%        |
| 640.001.33863.00.000 INTERGOVERNMENTAL SERVICES REVENUE          | 0.00                   | 0.00                   |               |
| 640.001.34620.00.000 PUBLIC HEALTH CLINIC                        | 1,270.13               | 5,500.00               | 23.09%        |
| 640.001.34650.00.000 ENVIRONMENTAL HEALTH FEE FOR SERVICES       | 103,385.50             | 338,950.63             | 30.50%        |
| 640.001.34670.00.000 OTHER PUBLIC HEALTH FEES (VITAL STATS)      | 60,057.00              | 109,989.00             | 54.60%        |
| 640.001.35000.00.000 FINES AND FORFEITS                          | 21,000.00              | 0.00                   |               |
| 640.001.36111.00.000 INVESTMENT INTEREST                         | 36,338.94              | 120,000.00             | 30.28%        |
| 640.001.36700.00.000 CONTRIBUTIONS & DONATIONS, PRIVATE          | 33,084.81              | 126,000.00             | 26.26%        |
| 640.001.36900.00.000 OTHER MISCELLANEOUS REVENUES                | 12.00                  | 0.00                   |               |
| <b>Total Income</b>  | <b>\$ 1,771,095.67</b> | <b>\$ 6,954,426.12</b> | <b>25.47%</b> |



# Fiscal and Operations Report

May 2026

## CHELAN-DOUGLAS HEALTH DISTRICT Budget vs. Actuals 2026 Approved Budget YTD April 2026

| Expenses  | Total                  |                        |               |
|---|------------------------|------------------------|---------------|
|   | Actual                 | 2026 Budget            | % of Budget   |
| 640.001.56200.10.000 SALARIES & WAGES                   | 1,409,895.89           | 4,408,478.73           | 31.98%        |
| 640.001.56200.20.000 PERSONNEL BENEFITS                 | 440,844.74             | 1,388,513.40           | 31.75%        |
| 640.001.56200.30.000 SUPPLIES                           | 20,249.78              | 73,320.00              | 27.62%        |
| 640.001.56200.35.200 SOFTWARE                           | 107,248.51             | 238,037.58             | 45.06%        |
| 640.001.56200.35.300 HARDWARE                           | 314.68                 | 11,000.00              | 2.86%         |
| 640.001.56200.41.100 SERVICES - LEGAL                   | 12,965.73              | 105,000.00             | 12.35%        |
| 640.001.56200.41.200 SERVICES - AUDIT                   | 3,713.97               | 40,000.00              | 9.28%         |
| 640.001.56200.41.300 SERVICES - INTERPRETING            | 547.78                 | 2,350.00               | 23.31%        |
| 640.001.56200.41.450 SERVICES - ANSWERING SERVICE       | 1,216.05               | 2,500.00               | 48.64%        |
| 640.001.56200.41.500 SERVICES - OUTSIDE DR'S & DENTISTS | 2,275.00               | 9,100.00               | 25.00%        |
| 640.001.56200.41.600 SERVICES - COMPUTER                | 38,209.79              | 120,000.00             | 31.84%        |
| 640.001.56200.41.900 SERVICES - CONTRACTS & MISC        | 3,726.90               | 16,560.00              | 22.51%        |
| 640.001.56200.41.920 SERVICES - LANDSCAPING             | 0.00                   | 1,500.00               | 0.00%         |
| 640.001.56200.41.930 SERVICES - PARKING LOT MAINT       | 1,264.52               | 5,000.00               | 25.29%        |
| 640.001.56200.42.010 TELEPHONE                          | 13,067.06              | 39,322.82              | 33.23%        |
| 640.001.56200.42.020 POSTAGE                            | 834.20                 | 6,000.00               | 13.90%        |
| 640.001.56200.43.000 TRAVEL/TRAINING                    | 25,433.12              | 122,320.32             | 20.79%        |
| 640.001.56200.40.000 ADVERTISING                        | 5,336.00               | 28,855.00              | 18.49%        |
| 640.001.56200.45.000 OPERATING RENTALS & LEASES         | 3,500.00               | 10,558.00              | 33.15%        |
| 640.001.56200.46.000 INSURANCE                          | 500.00                 | 140,000.00             | 0.36%         |
| 640.001.56200.47.000 PUBLIC UTILITY SERVICES            | 6,233.34               | 18,000.00              | 34.63%        |
| 640.001.56200.48.000 REPAIRS                            | 11,984.90              | 40,827.15              | 29.36%        |
| 640.001.56200.49.000 PRINTING - OFFICE                  | 441.32                 | 5,250.00               | 8.41%         |
| 640.001.56200.49.001 PRINTING - COPIER                  | 8,360.43               | 10,000.00              | 83.60%        |
| 640.001.56200.49.200 PAMPHLETS - PRINTED OR PURCHASED   | 0.00                   | 610.00                 | 0.00%         |
| 640.001.56200.49.300 DUES & MEMBERSHIPS                 | 9,468.53               | 11,212.00              | 84.45%        |
| 640.001.56200.49.400 SUBSCRIPTIONS                      | 0.00                   | 2,178.00               | 0.00%         |
| 640.001.56200.49.500 OTHER EXPENDITURES                 | 44,699.67              | 83,561.00              | 53.49%        |
| 640.001.56200.49.700 CONTINUING EDUCATION               | 0.00                   | 7,000.00               | 0.00%         |
| 640.001.56200.62.030 IMPROVEMENTS TO BUILDING           | 12,284.69              | 18,000.00              | 68.25%        |
| <b>Total Expenses</b>                                   | <b>\$ 2,184,616.60</b> | <b>\$ 6,965,054.00</b> | <b>31.37%</b> |
| <b>Surplus / (Deficit)</b>                              | <b>\$ (413,520.93)</b> | <b>\$ (10,627.88)</b>  |               |

\* reminder that the FPMS fund will be received in one lump sum in August



# Fiscal and Operations Report

May 2026

## CHELAN-DOUGLAS HEALTH DISTRICT Cash/Investments 4/30/2026

|  |                  |              |
|--|------------------|--------------|
| Cash on Hand - Petty Cash                    | 500.00           |              |
| General Account - Chelan County Treasurer    | 101,512.16       |              |
| Payroll Clearing Account - Key Bank          | 40,177.44        |              |
| Investment Account - Chelan County Treasurer | 4,008,118.13     |              |
| <i>Investment broken out as follows:</i>     |                  |              |
| Reserves                                     |                  | 2,000,000.00 |
| General Investment                           |                  | 1,566,647.61 |
| <br>Total Cash/Investments                   | <br>4,150,307.73 |              |

## CHELAN-DOUGLAS HEALTH DISTRICT Budget vs Actuals 2026 Budget YTD April 2026

|                             | <u>YTD</u>              | <u>Budget</u>          |           |
|-----------------------------|-------------------------|------------------------|-----------|
| Permits                     | 564,259.50              | 1,401,585.65           | 40.3%     |
| Federal Grants              | 333,175.99              | 882,640.00             | 37.7%     |
| State Grants                | 266,088.52              | 614,309.00             | 43.3%     |
| State Entitlements          | 199,817.00              | 2,897,634.00           | 6.9%      |
| Assessments/Intergov Rev    | 152,606.28              | 457,817.84             | 33.3%     |
| Fees                        | 164,712.63              | 454,439.63             | 36.2%     |
| Interest                    | 36,338.94               | 120,000.00             | 30.3%     |
| Other Revenue               | 54,096.81               | 126,000.00             | 42.9%     |
| Total Revenue               | <u>1,771,095.67</u>     | <u>6,954,426.12</u>    | 25.5%     |
| <br>Wages                   | <br>1,409,895.89        | <br>4,408,478.73       | <br>32.0% |
| Benefits                    | 440,844.74              | 1,388,513.40           | 31.7%     |
| Supplies                    | 140,778.70              | 322,357.58             | 43.7%     |
| Services                    | 180,812.58              | 827,704.29             | 21.8%     |
| Capital Outlays             | 12,284.69               | 18,000.00              | 68.2%     |
| Total Expenses              | <u>2,184,616.60</u>     | <u>6,965,054.00</u>    | 31.4%     |
| <br><b>Surplus /Deficit</b> | <br><b>(413,520.93)</b> | <br><b>(10,627.88)</b> |           |
|                             | -413,520.93             | -10,627.88             |           |



# Community and Family Health Report

May 2026

## Community and Family Health Report and Personnel



**Cari Hammond**

CFH Director



**Lisa Pilkinton**

Health Educator



**Emily Gilmore**

NFP/NHV



**Stephanie Snitily**

Immunization  
Coordinator



**Katie Young**

NFP Supervisor/NHV



**Veniece Ceballos**

NFP/NHV



**Brianna Rice**

Community Health  
Dietitian



**Ana Macias**

WIC Coordinator  
& Certifier



**Yanet Lozano**

WIC Certifier



**Nichole Franks**

MCH Lead



**Quinn Kenoyer**

Health Systems  
Improvement  
Coordinator



**Norma Renteria**

Program Assistant



**Lupita Espinoza**

ABCD Coordinator



**Garth Donald**

Mental Health & Substance  
Use Coordinator



# Community and Family Health Report

May 2026

**NFP Success Story:** *In response to our National Home Visiting Week social media posts, one community member commented: "My daughter is a young mom and this program has been so beneficial to her and her baby. We love all the nurses that come every couple weeks, and make it a personal experience for mom and baby. This is such a great program for our valley to have!"*

## Division Highlights:

Participated in the Alzheimer's Association Risk Reduction Learning Collaborative to strengthen skills related to addressing dementia risk factors, social determinants of health, and facilitating local community convenings.

Hosted the 1st Annual Zoom and Bloom Pop-Up Traffic Garden, serving approximately 250 community members and distributing 90 bicycle helmets.

The first New Parent Support Group cohort, held in partnership with Pathways to Parenting, concluded on April 16th. The second cohort launched the following day at Catholic Charities, moving to a Friday afternoon schedule (12:30–2:00 PM). This nine-week session currently has eight mothers and five children registered to attend.

Community Connect has transitioned to a new client management platform called C2C, in order to improve system functionality, strengthen alignment with statewide shared services and enhance reporting. Staff began training on how to navigate and document in the new platform.

We wrapped up our first annual Community in Color art contest to promote public health. Eighteen (18) students submitted art that reflects what public health means to them. Some of the art pieces will be permanently displayed at CDHD.



*Submitted by students at YMCA  
(Made of recycled plastic)*



*Submitted by 9<sup>th</sup> graders in Leavenworth  
(Digital art)*



# Community and Family Health Report

May 2026

## Maternal Child Health

| Activity Type         | Description  | Count / Reach                                       | Notes   |
|-----------------------|--|---|---|
| Outreach Event        | HOPE framework presentation                        | 22 attendees  |   |
| Email Outreach        | CYSHCN   | 2   | Special Education Directors at local school districts.  |
|                       | Maternal   | 1   | Moses lake Doula that provides services in Wenatchee  |
|                       | Children 1-21 (HOPE)                               | 0   |   |
|                       | Perinatal  | 0   |   |
| Partner Meeting       | CYSHCN   | 8 meeting(s)  | CYSHCN Care Coordination meeting; VAST; CYSHCN Communication Network Meeting; ECHO IDD Resources; On Time Autism Intervention Awareness Navigation Collaboration, CAFÉ Autism Awareness event, SMART, Intro to DDCS |
|                       | Maternal   | 1 meeting(s)  | Partnering with doula to bring a free Spanish speaking doula Class to the Health District- set dates for September.   |
|                       | Children 1-21                                      | 5 meeting(s)  | Child Fatality Review, HOPE Community of Practice, Head Start Health and Safety Advisory Committee (HSAC), Prenatal to age 5 relational health subgroups, FYSPT   |
|                       | Perinatal  | 0 meeting(s)  |   |
| Material Distribution | Flyers, posters, or handouts                       | 22 HOPE reminder cards                              | Distributed at event  |
| Systems Improvement   | Clarified or improved workflow or referral pathway | 5 Identified<br>2 improvement(s)- still in progress | -Waitlists for autism diagnosis is 9 +months<br>-Parents are overwhelmed by paperwork & not knowing how to get services. *** still a problem  |



# Community and Family Health Report

May 2026

|  |  |  |   |
|--|--|--|---|
|  |  |  | <ul style="list-style-type: none"> <li>-Lack of practicing Doulas in area, losing a Medicaid approved doula to another state.</li> <li>-Lack of Doula teaching classes in area. Set dates for a Free Spanish Doula program</li> <li>- Official SMART team creation is a challenge.</li> </ul> |
|--|--|--|---|

## Childcare Consultation

Completed one (1) childcare consultation involving developmental and infant safety concerns. A teacher expressed concerns regarding a child’s development, resulting in a referral to the Early Support for Infants and Toddlers (ESIT) program for further evaluation. Safe sleep guidance and expectations were also provided to support education related to the transition away from swaddling.

## Nurse-Family Partnership

| Number of Families Enrolled | Number of Families Served | Number of Children Served | New Clients Enrolled | Clients Closed | Number of Graduates | Total Completed Encounters for the period | Total Outgoing Referrals to Other Services |
|-----------------------------|---------------------------|---------------------------|----------------------|----------------|---------------------|---|--|
| 45                          | 37                        | 31                        | 0                    | *3             | 3                   | 66  | 42   |

*\*Dismissed from program for other reasons (moving out of area, unable to contact)*

## Women Infants & Children (WIC)

| March 2026     | Total Women Enrolled | Total Infants Enrolled | Total Children Enrolled | Caseload | TOTAL CASELOAD |
|----------------|----------------------|------------------------|-------------------------|----------|----------------|
| East Wenatchee | 127                  | 113                    | 383                     | 623      | 628            |
| Leavenworth    | 1                    | 0                      | 4                       | 5        |                |



# Community and Family Health Report

May 2026

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  |  |  |
|--|--|--|--|--|

\*April caseload data not yet available

| APRIL CLINIC APPOINTMENTS                  |       |          |           |        |
|--|-------|----------|-----------|--------|
| TYPE OF APPTS                              | TOTAL | ATTENDED | CANCELLED | MISSED |
| Initial Certification (IC)                 | 19    | 17       | 1         | 1      |
| Subsequent Certification (SC)              | 62    | 41       | 7         | 14     |
| Mid-Certification Assessment (Mid Cert-HA) | 45    | 32       | 6         | 7      |
| Nutrition Education (NE-I)                 | 133   | 95       | 15        | 23     |
| Nutrition Education with RD (NE-I-RD)      | 0     | 0        | 0         | 0      |
| Food Benefits Only (FBI)                   | 24    | 20       | 1         | 3      |
| Breastfeeding Education (BFE)              | 1     | 0        | 0         | 1      |
| High-Risk Nutrition Education (RD)         | 15    | 9        | 2         | 4      |
| Anthropometrics (ANTHRO/LAB)               | 20    | 15       | 2         | 3      |

|   |     |
|---|-----|
| Total Number of Scheduled Clinic Appointments | 319 |
| Total Number of Missed Appointments           | 56  |
| Clinic Show Rate                              | 82% |

## Immunizations

| VFC Site Visits | IQIP Visits              | Unannounced S & H Visits | IIS Trainings for Providers | Trainings related to regional scope of work | Vaccine Clinics |
|-----------------|--------------------------|--------------------------|-----------------------------|---|-----------------|
| None due        | 1 6-month IQIP follow-up | 0                        | 0                           | 4   | 1 at CCRJ       |

## Access to Baby & Child Dentistry

| Number of Children Enrolled           | Number of Community Outreach Events / total # reached | Total Outgoing Referrals to Other Services |
|---------------------------------------|---|--|
| 25<br><br>(January through April- 53) | 3/500   | 60   |



# Community and Family Health Report

May 2026

## Community Connect

| Number of Clients Enrolled | New Referrals Received | New Clients Enrolled | Clients Discharged | Total Outgoing Referrals to Other Services | Number of Community Outreach and/or Networking Events / total # reached |
|----------------------------|------------------------|----------------------|--------------------|--|---|
| 31                         | 4                      | 0                    | *                  | *  | 4/396   |

*\*Data report not available yet*

## Lifecourse Program

### Safety & Prevention

| Event  | Attendance/# of meetings and/or events   |
|--|--|
| Naloxone Trainings   | 13 CDHD Employees Trained  |
| Leavenworth Community Suicide Prevention Training (UW Forefront) | 18 community members attended  |
| TBI Prevention:<br>Bloom & Zoom Traffic Garden                   | 90 helmets fitted and distributed, 73 people participated in traffic garden education        |
| Child Fatality Review Team Meeting                               | 9 Team Members Present, Reviewed Accidental Overdoses  |
| Youth Mental Health and Technology Presentations                 | CASA – Child Advocates – 16 attendees<br>Together For Youth! –Key Leader Event- 19 attendees |

## Health Education

| Event  | Attendance/# of meetings and/or events  |
|--|---|
| Dementia Staff Training – All staff meeting                            | 48 staff members  |
| Specialized Dementia Prevention Training – WA DOH Grant                | 8 staff members trained, 14 total to complete by end of May   |
| Community Car Seat Clinic  | 17 car seats checked for installation; 3 car seats provided to families through WA Child Passenger Safety (CPS) Grant |
| Youth Advisory Board Meeting   | 6 students attended   |
| Perinatal Mental Health Support Group – facilitation & co-facilitation | 10 pregnant women and mothers of young children   |
| After School Program   | discussed positive friendships  |



# Community and Family Health Report

May 2026

## Community Health Nutrition

| Event  | Attendance OR # of meetings and/or events |
|--|---|
| After School Programming                                 | 2 sessions, 20 students                   |
| Healthy Aging Presentation at Foothills Community Center | 8 participants                            |
| Food Demo for Public Health Week                         | Worksite wellness activity                |

### Definitions:

|  |   |
|--|---|
| NFP- Nurse-Family Partnership                    | CD/I/V Prevention- Chronic Disease, Injury, Violence Prevention |
| NSO- National Service Office                     | MCH- Maternal Child Health                                      |
| ABCD- Access to Baby and Child Dentistry         | Lifecourse= MCH, Access & Linkage to Care, CD/I/V Prevention    |
| YAB- Youth Advisory Board                        | CYSHCN- Children & Youth with Special Health Care Needs         |
| CADT- Center for Alcohol & Drug Treatment        | S&H- Storage & Handling   |
| WIC- Women, Infants, Children                    | FMNP- Farmers Market Nutrition Program                          |
| CVP- Childhood Vaccine Program                   | MCHBG- Maternal Child Health Block Grant                        |
| VFC- Vaccine for Children                        | MOUD- Medications for Opioid Use Disorder                       |
| HCA- Health Care Authority                       | IQIP- Immunization Quality Improvement for Providers            |
| AVP- Adult Vaccine Program                       | CCRJ- Chelan County Regional Jail                               |
| USDA- U.S Dept of Agriculture                    | FNS- Food and Nutrition Services                                |
| CHIP- Community Health Improvement Plan          | TBI- Traumatic Brain Injury                                     |
| VAST- Valley Autism Support Team                 | FYSPT- Family Youth System Partner Round Table                  |
| HOPE- Healthy Outcomes from Positive Experiences | SMART- School Medical Autism Review Team                        |



# Emergency Preparedness and Response Report

May 2026

## Emergency Preparedness and Response Report and Personnel



*Kaila Smith*

*Lexy Lieurance*

*Griselda Lozano*

*Regional Emergency  
Response Coordinator*

*Local Emergency  
Response Coordinator*

*Program Assistant*

### Division Highlights

The Emergency Preparedness and Response (EPR) Division has remained highly active over the past month. The Local Emergency Response Coordinator and EPR Program Assistant have been cross-training to support the Communicable Disease Epidemiology (CD-EPI) Division with case investigations and data entry in the Washington Disease Reporting System (WDRS). This cross-training strengthens organizational capacity, enhances operational depth, and supports continuity of operations across divisions.

In addition, the division has continued to support the Incident Management Activation related to Legionella response and CD support activities. Staff have also completed WaTrac training through the Northwest Healthcare Response Network to enhance preparedness for patient distribution and tracking and hospital capacity during large-scale incidents. The division remains proactive, adaptable, and committed to monitoring and preparing for emerging public health concerns.

### Region 7 Healthcare Alliance

The bi-monthly Region 7 Healthcare Alliance meeting was held on Thursday, April 16, at the Chelan-Douglas Health District. This month's meeting featured presentations by Darren Higashiyami, Kittitas County Sheriff's Office and Lianne Bradshaw, Kittitas and Grant County Epidemiologist. Topics included the recent Emergency Operations Center training and exercise, as well as regional measles response efforts.

Collaboration and shared learning are essential components of emergency preparedness, and we greatly appreciate the time and expertise our presenters contributed to strengthening regional readiness and response efforts.



# Emergency Preparedness and Response Report

May 2026

## Medical Reserve Corps

The Medical Reserve Corps (MRC) program coordination remained a priority, including the monthly MRC meeting, National MRC Office Hours, and discussions regarding integration of MRC volunteers with Communicable Disease and Epidemiology (CD-Epi) to enhance training and response capacity. Work also included development of illness investigation phone scripts and administrative updates following staff transitions.

Medical Reserve Corps (MRC) volunteers supported several community outreach events this month, including the Red Cross Wildfire Smoke Event, Nurse Family Partnership's New Parent Support Group, and Youth Day at the park. Their continued dedication and professionalism provide valuable support to both staff and the community.

## Community Medical Needs Vending Machine

The Community Medical Needs Vending Machine located at the Chelan-Douglas Health District office, continue to demonstrate consistent community utilization over the past several months noting an increase in the Covid-FluA and FluB test kits over the last month. These machines provide accessible health and safety supplies to community members and remain an important strategy for reducing barriers to essential resources and supporting public health outreach efforts.

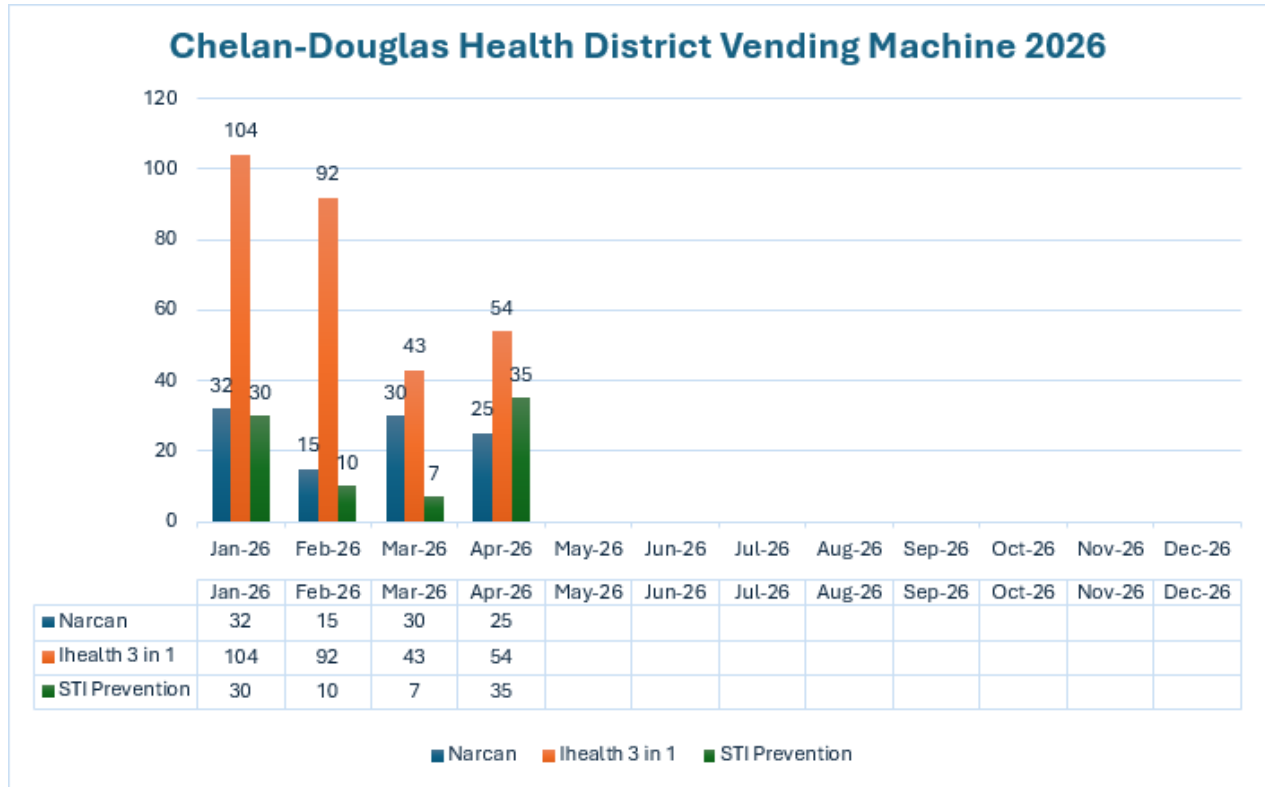
### !Health 3-in-1 Test Kits:

When the !Health test kits were originally purchased, the agreement included a one-time replacement of expired inventory. The current extension on the existing test kits is set to expire on May 18. To ensure continued and adequate community access, we are anticipating receipt of a palletized shipment containing a new lot of !Health test kits by May 18th.



# Emergency Preparedness and Response Report

May 2026





## Communicable Diseases & Epidemiology Report and Personnel



*Elizabeth Austin*

*Alissa Sindelar*

*Jenny Ezeleta*

*Sandy Mendoza*

*Regional Epi & Biostatistician*

*PHN II: TB & CD Specialist*

*Regional Assessment Coordinator*

*PHN II: TB & CD Specialist*

*PHN II: TB & CD Specialist*

### Division Highlights:

- We are excited to bring Sandy Mendoza, our new Public Health Nurse and Tuberculosis and Communicable Disease Specialist on May 18th!
- We are still completing interviews for the second PHN II role vacated in February.
- Special thank you to Lexy, Griselda, Stephanie, Corey, and the EH team for helping with staffing support in disease investigation and response while we have been short-staffed!

### Communicable Disease and Notifiable Conditions

**About this Division:** *The Communicable Disease (CD) team plays a vital role in preventing and controlling communicable diseases in Chelan and Douglas counties by tracking and investigating outbreaks, notifiable conditions, coordinating public health lab testing, and providing locally relevant responses in accordance with the FPHS Standards.*

In April 2026, the CD team conducted **73 case investigations**, which included:

- 27 Notifiable Conditions
- 46 Sexually Transmitted Infections (STIs)

In addition to conducting case investigations, the CD-Epi Department continues to manage less than 10 active TB cases, and other non-notifiable conditions.

#### **Overdose Reporting: <10**

Less than ten overdose events have been reported to CDHD so far this year (between January 1-April 30<sup>th</sup>, 2026).

| <b>Top 3 Notifiable Conditions (April)</b> | <b>Number of Cases</b> |
|--|------------------------|
| Pediatric Elevated Blood Lead Levels       | <10                    |
| Animal Bites/Suspected Rabies Exposures    | <10                    |
| Campylobacteriosis                         | <10                    |



# Communicable Diseases/Epi Report

May 2026

## Absenteeism and Outbreaks

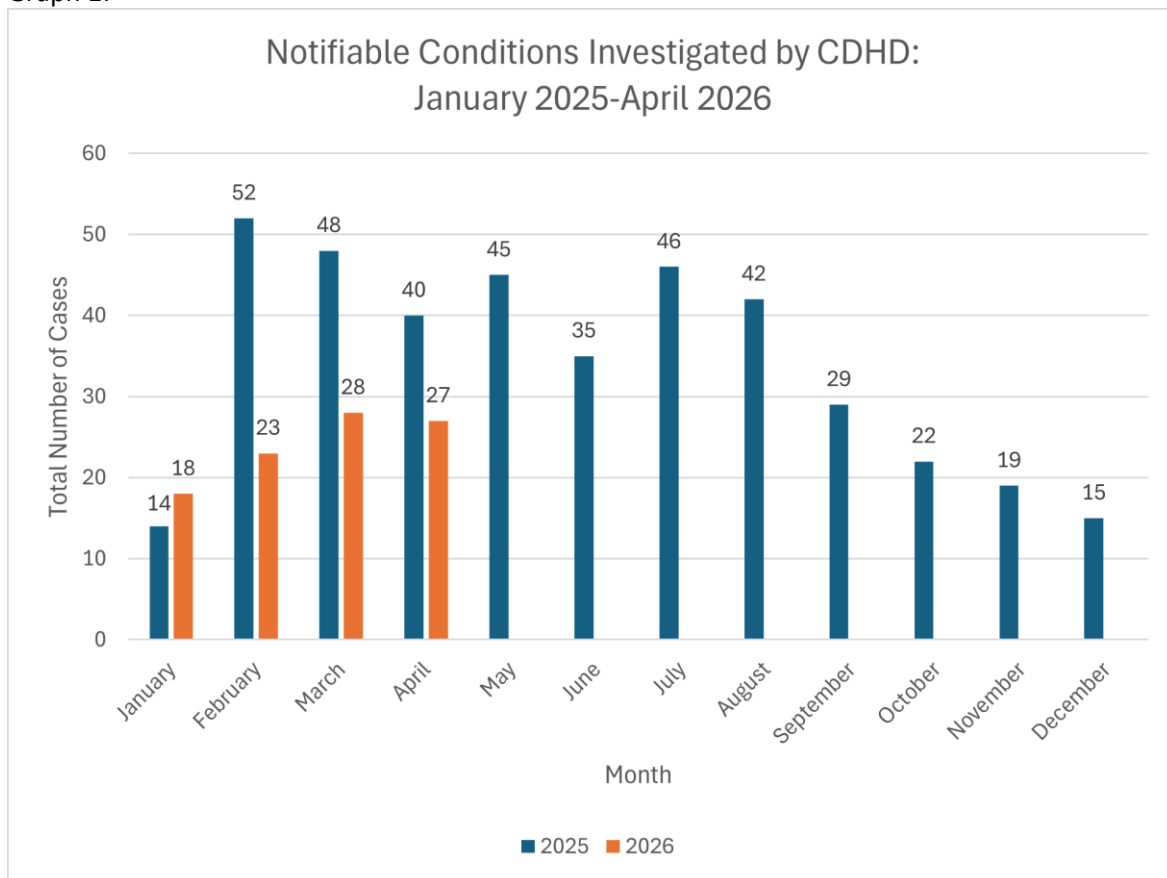
Reports of elevated school absenteeism significantly decreased during the month of March (two reports total) and no reports were received during the month of April. No viral respiratory illnesses outbreaks were received from long-term care facilities and congregate settings.

## Legionella Response:

The CD team continued their incident management role and responsibilities related to the legionella outbreak in a long-term care facility. No additional cases were identified among residents. The team continues to collaborate with the Environmental Health Department and the WA DOH to ensure case investigation, infection prevention and environmental remediation measures were carried out effectively.

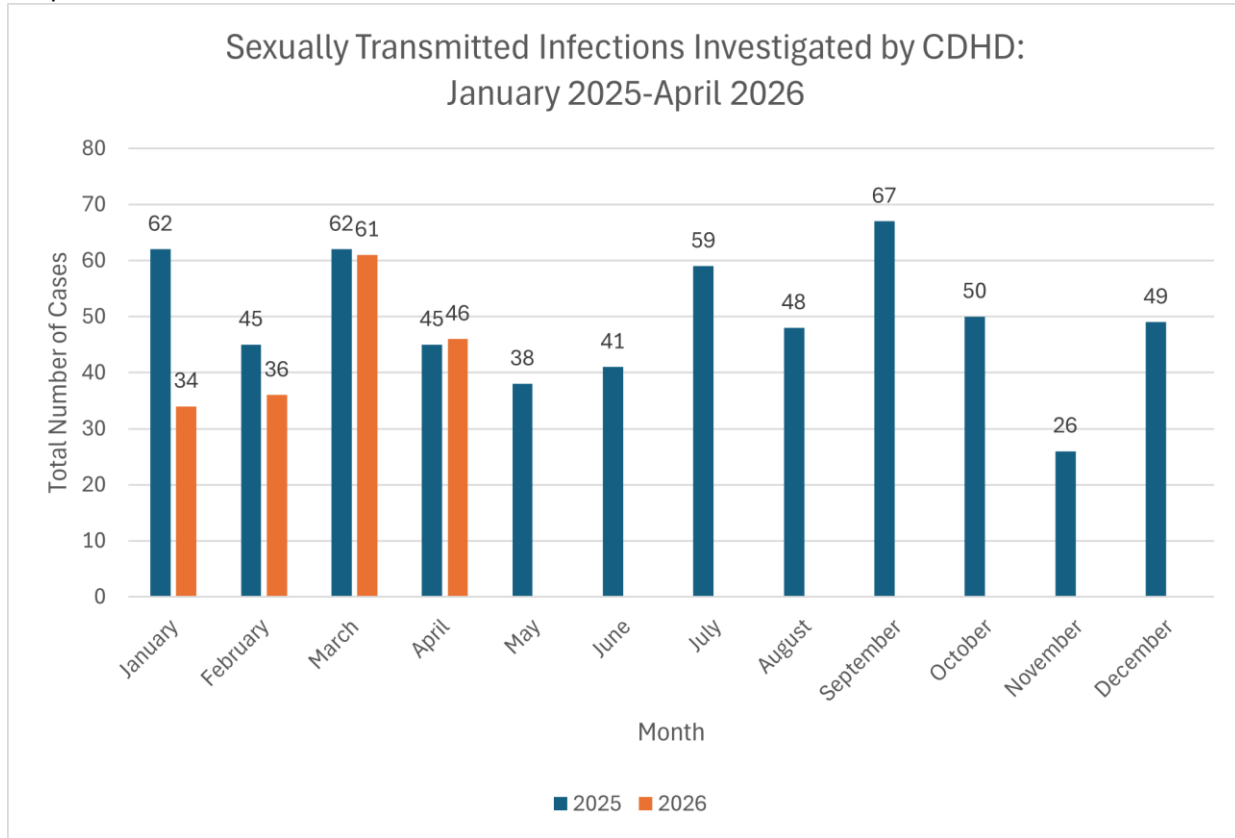
In 2025, the CD team updated their tracking system and this year will compare 2025 and 2026 cases each month to gather insight on case trends. The following graphs show notifiable conditions (Graph 1) and STIs (Graph 2) investigated from January 2025 through April 2026.

Graph 1:





Graph 2:



## Epidemiology, Assessment and Surveillance

**About this Division:** The CD-Epi team plays a critical role in assessment, surveillance and epidemiology by gathering and managing essential data, analyzing trends to identify community health priorities, and using that insight to inform planning, guide decisions and support public health actions. This work is supported in part by regional funding and staff provide epidemiology and assessment support to Chelan, Douglas and Okanogan counties.

**Data Visualization Training:** The Regional Assessment Coordinator and Regional Epidemiologist were selected to participate in a regional data visualization training cohort alongside partners from Chelan, Douglas, Okanogan, and Grant counties. The cohort, funded by Thriving Together NCW and facilitated through Evergreen Academy, is focused on strengthening regional capacity in data visualization and data storytelling. Training topics include best practices in visual communication, data presentation, and development of custom visualizations using tools such as PowerBI, R, and Excel. The training series will continue through 2026.

**Community Health Assessment Update:** The Nutrition chapter of the Community Health Assessment (CHA) completed final data verification and received administrative approval. 2025 CHA Chapters, and other assessments, are available on the CDH website here: <https://www.cdhd.wa.gov/health-data>



# Communicable Diseases/Epi Report

May 2026

**Viral Respiratory Illness Dashboard:** This respiratory illness season the Regional Epidemiologist published the new Viral Respiratory Illness Data Dashboard to the Chelan-Douglas website (available at <https://www.cdhd.wa.gov/providers>). The dashboard serves as a data-informed tool to guide public health planning, infection prevention strategies, and response activities across the region.

Respiratory illness activity continued to decline throughout April, and the region has now reached the end of the respiratory illness season, with two consecutive weeks below established activity thresholds. COVID-19 activity remained at very low levels throughout the month, while influenza and RSV trends showed only minor fluctuations in select age groups. Overall, trends reflected a continued decrease in acute respiratory illness at both the county and regional levels.

This season also highlighted the continued growth and strengthening of internal surveillance, outbreak response, provider communication, and prevention coordination efforts across the agency and with healthcare partners. Staff across multiple programs contributed significant work throughout the respiratory illness season to support monitoring, case and outbreak response, healthcare facility coordination, and public communication efforts.



# Communications and Outreach Report

May 2026

## Communications and Outreach Report and Personnel



*Maria Christina Monroe*

*Communications &  
Language Access Director*

*Miriam Pamatz*

*Public Health  
Communications &  
Outreach Coordinator*

*Adelaida Caballero*

*Outreach Worker*

### Introduction

The team supported and assisted with several trainings, while also providing support to staff and other departments with social media and promotional material requests, all while partially activated in Incident Management Team. The department remained highly engaged, organizing activities during Public Health Week to boost morale across the agency through a variety of engaging events.

### Highlights:

- Lead Emotional Intelligence Training for supervisors and leadership
- Lead and promoted Public Health Week with activities/trainings
- Collaborated with IT and Operations Director in identifying new phone system
- Finalized Phone Tree verbiage in English & Spanish for new phone system
- Finalized verbiage for After Hours
- Gathered department information to complete Annual Report 2025
- Assisted with a Lead Case interview (translated)
- Participated in IMT
- Gathered and created letters and messaging for Measles

### Partnerships:

The Communications and Language Access Director and the Public Health Communications and Outreach Coordinator collaborated and met with the following groups and agencies:

- FPHS:LHJ Language Access Group
- CDHD departments
- Readiness Meeting



# Communications and Outreach Report

May 2026

- LHJ PIO Check-in
- Community Service Coalition
- Wenatchee School District Inter-Agency Meeting

## Workforce Development/Trainings:

- NASH Training
- Stop the Bleed
- Bats & Rabies Training
- Naloxone Training
- Dementia Modules

## Outreach Events:

The Outreach team participated in the following events:

- 4/11: Brave Warriors Resource Fair @Wenatchee 100 interactions
- 4/18: NCW Earth Day @Wenatchee 124 interactions
- 4/26: Apple Blossom Youth Day @Wenatchee 250 interactions
- Confluence Be well/Stay Well Health Fair @Wenatchee 200 interactions

Outreach had a total of **674** individual interactions for the month of April.



**4/26: Zoom & Bloom  
@ Apple Blossom Youth Day, Wenatchee**



**4/26: Confluence Be Well/Stay Well  
@ Methow Park, Wenatchee**



# Environmental Health Report

May 2026

## Environmental Health Report and Personnel

### *Food and Living Environment*



**Dominique Gilley**

**Reid Brownlee**

**Giovanni Cervantes**

**Lisa O'Daffer**

**Ericka Bentancourt**

*Supervisor*

*Inspector*

*Inspector*

*Inspector*

*Inspector*

### *Onsite, Land-use, and Drinking Water*



**Richmond Petty**

**Juanita Garibay**

**Dom Cimmiyotti**

**Susan Baker**

*Supervisor*

*Inspector*

*Inspector*

*Program Assistant*

### *Solid Waste*



**Brian Dickey**

**Javier Ramos**

**Karina Castro**

*Supervisor*

*Technician*

*Health Educator*



## Food and Living Environment

- Continued post-remediation water testing related to a Legionella outbreak at a senior care living facility. Round two testing completed; awaiting results before restrictions can be lifted.
- Processed a large public records request involving food establishment violations, citations, enforcement actions, and permitted establishment data for Chelan and Douglas counties.
- Investigated a potential unlicensed slaughter operation at a local restaurant; determined animals were for uses other than food processing.
- Investigated and prohibited use of a non-approved fire hydrant connection supplying water to a traveling carnival food operation.

## Onsite-Wastewater

- Hosted Washington Onsite Sewage Association (WOSSA) installer and O&M provider training/testing April 7-9.
- Staff attended Department of Health wastewater soils training in Yakima focused on site and soil evaluations.
- Implemented outreach to licensed O&M providers and septic pumpers regarding OnlineRME program adoption, with transition target of May 15.
- Coordinated with City of Wenatchee Public Works regarding septic repairs within 200 feet of sewer infrastructure; agreed on case-by-case evaluation process.
- Reviewed impacts of Washington HB 1345 regarding detached ADUs with county planners. Increase in project reviews and connection permits noted prior to July 1 implementation.
- Identified new onsite-related requirement under HB 1345 requiring flow meters on private wells serving properties with ADUs.
- Water Recreation Program license renewals underway; approximately 67% completed prior to May 31 expiration deadline.

## Solid Waste

- Issued 2026 facility operation permits.
- Participated in joint enforcement action with Chelan County Code Enforcement, Wenatchee Valley Humane Society, and law enforcement agencies in Nahahum Canyon.
- Continued digitization/scanning of Greater Wenatchee Regional Landfill files through 1997 records.
- Participated in Resource Recovery Facility Subgroup meetings focused on beneficial reuse and waste stream recovery.
- Staff attended EPA PFAS/drinking water seminar and Ecology harmful algal bloom refresher training.



# Environmental Health Report

May 2026

## Statistics and Data

| Food Program Essential Data    |          |       |       |       |
|--------------------------------|----------|-------|-------|-------|
|                                | February | March | April | Total |
| Routine Inspections            | 40       | 70    | 64    | 174   |
| Pre-Opening Inspections        | 2        | 8     | 7     | 17    |
| Plan and Menu Review           | 23       | 9     | 18    | 50    |
| Temporary Event Permits        | 23       | 11    | 77    | 111   |
| Exempt Temporary Event Permits | 0        | 0     | 10    | 10    |
| Complaints                     | 5        | 8     | 3     | 16    |

| Water Recreation Program Essential Data |          |       |       |       |
|---|----------|-------|-------|-------|
|   | February | March | April | Total |
| Routine Inspections                     | 4        | 3     | 12    | 19    |
| Pre-Opening Inspections                 | 0        | 0     | 0     | 0     |
| Complaints                              | 0        | 0     | 0     | 0     |
| Injury Investigations                   | 0        | 0     | 0     | 0     |
| Variance Reviews                        | 0        | 0     | 0     | 0     |

| Solid Waste Essential Data |          |       |       |       |
|----------------------------|----------|-------|-------|-------|
|                            | February | March | April | Total |
| Facility Inspections       | 3        | 8     | 10    | 21    |
| Solid Waste Complaints     | 24       | 17    | 26    | 67    |
| Misc. Complaints           | 17       | 10    | 14    | 41    |
| PPA Visits/Screening       | 14       | 8     | 12    | 34    |

| On-Site Wastewater Essential Data |          |       |       |       |
|-----------------------------------|----------|-------|-------|-------|
|                                   | February | March | April | Total |
| Septic System Reviews             | 27       | 47    | 53    | 127   |
| OSS Permits                       | 23       | 37    | 46    | 106   |
| Project Reviews                   | 4        | 10    | 7     | 21    |
| Drinking Water Reviews            | 9        | 16    | 11    | 36    |
| Private Water Reviews             | 6        | 9     | 11    | 26    |
| Public Water Reviews              | 3        | 7     | 0     | 10    |
| Land Use Reviews                  | 10       | 10    | 2     | 22    |
| Plat/CUP Reviews                  | 10       | 7     | 8     | 25    |
| Mylar Reviews                     | 2        | 2     | 8     | 12    |
| Misc. Reviews                     | 0        | 10    | 0     | 10    |
| Field Inspections                 | 26       | 43    | 63    | 132   |
| Occupancy Approvals               | 19       | 14    | 14    | 47    |
| Complaints                        | 7        | 4     | 2     | 13    |



## Chelan-Douglas Health Administrator's Update



**Kristen Hosey**

*Administrator  
CD/EPI Director*



**Corey Lawson**

*Deputy Administrator  
EH Director  
Clerk of the Board*



**Susan Jacques**

*Human Resources  
Director*



**Tammy Miller**

*Deputy Registrar & Public Records Officer*



**Maria Gonzalez**

*Clerk III*

### FPHS Funds and Monitoring

Over the past several weeks, the FPHS Steering Committee and statewide public health partners have been working through significant reductions impacting Local Health Jurisdictions (LHJs), the Washington State Department of Health, the State Board of Health, and Tribal Public Health partners. As I wrap up my first year as the VP of WSALPHO, and soon to be Incoming President, I have been at the table for many of these difficult discussions.

The total CDHD FPHS reduction has been shared with the Board Chair to discuss next steps, and these reductions will go into effect on July 1, 2026. The reductions are occurring across the public health system and are not unique to CDHD.

We anticipate understanding the full impact of the system-wide cuts to public health this week as the Department of Health notifies their employees of program reductions and services that will be impacted or lost.



# Administrator's Report

May 2026

CDHD leadership will be evaluating FPHS funding buckets, program priorities, required public health functions, and operational impacts of the budget cuts, and will be providing information to the Department of Health and WSALPHO of needed CONCON updates. Updates to the CONCON, to prevent delays in FPHS payment in July, are due May 26, 2026.

## Staffing Updates

We are pleased to welcome Sandy Mendoza, PHN II, who started with the agency today and is currently being onboarded by Human Resources and Operations. Sandy will support the Communicable Disease (CD) team in the critical and mandated areas of disease investigation and tuberculosis (TB) coordination. I look forward to working closely with her in my role supporting CD-Epi operations as she transitions into the position.

The department also continues recruitment efforts for one additional PHN II position, and interviews are currently underway.

In addition, we would like to recognize Brianna Rice, our Community Health Dietitian supporting both Lifecourse initiatives and the WIC program, who will be relocating to Yakima at the end of this month. We are grateful for Brianna's contributions to the agency and the community, and we wish her the very best in her next chapter. Agency leadership is currently evaluating coverage and service continuity plans to ensure ongoing support for these important programs following her departure.

## Contract Updates

Contracts between \$10,000 and \$25,000: None.

- Seeking bids for Strategic Planning consultants. Hope to have at least three bids by June 1.

Executive Team Contracts between \$25,001-\$65,000: None.