Board of Health Meeting Agenda
October 19th, 2026, at **2:00 PM** at the Douglas County Public Services Building
140 19th 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

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 September 21st, 2026, Board Meeting Minutes
b. Approval of September 2026 payroll in the amount of $313,220.55
c. Approval of September 2026 benefits in the amount of $97,239.96
d. Approval of Payment Vouchers 20260525-20260581 in the amount of $108,063.53
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. New Business (30 Minutes)
a. Legal Services Contract
b. 2027 Budget and Local Contributions Update

V. Reports (20 Minutes)
a. Health Officer Report – Dr. James Wallace
b. Health Administrator Report – Corey Lawson

VI. Executive Session (RCW 42.30.110 (1) (g)) (10 Minutes)
a. Qualifications of the Health Administrator

VII. Board Discussion (if time allows)

VIII. Adjournment

Table of Contents

Board of Health Meeting Agenda.....1

Chelan-Douglas Health District Board of Health Meeting Minutes September 21, 2026.....3

Payroll & Benefits.....5

Payment Vouchers.....7

Contract Matrix.....11

2027 Budget and Local Contributions Update.....12

Administrator's Report.....14

Fiscal and Operations Report and Personnel.....15

Community and Family Health Report and Personnel.....21

Emergency Preparedness and Response Report and Personnel.....31

Communicable Diseases & Epidemiology Report and Personnel.....35

Communications and Outreach Report and Personnel.....39

Environmental Health Report and Personnel.....41

Chelan-Douglas Health Administrator's Update.....44

Chelan-Douglas Health District Board of Health Regular Meeting Minutes Sept 21, 2026

Board Member Attendance

Board Member	P	V	A	E	NV
Brad Hawkins (1)	☐	☐	☐	☒	☐
Shon Smith, **C** (2)	☒	☐	☐	☐	☐
Randy Agnew, **VC** (3)	☒	☐	☐	☐	☐
Marc Straub (4)	☒	☐	☐	☐	☐
Top Rojanasthein (5)	☒	☐	☐	☐	☐
Carmen Andonaegui* (6)	☒	☐	☐	☐	☐
Marissa Smith (7)	☐	☐	☒	☒	☐

C=Chair, VC=Vice Chair

Board Member	P	V	A	E	NV
Michael Peterson (7)	☒	☐	☐	☐	☐
Maggie Higgins (8)	☒	☐	☐	☐	☐
Kim Newman (8)	☐	☐	☒	☐	☐
Alma Chacon (9)	☒	☐	☐	☐	☐
Carin Smith (9)	☐	☐	☒	☐	☐
Amanda Appel (10)	☒	☐	☐	☐	☐
Daniel Moody (10)	☐	☐	☒	☐	☐
Joseph Hunter (11)	☒	☐	☐	☐	☐

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

Chelan-Douglas Health District Staff Present

Corey Lawson, Interim Health Administrator
Erin McCool, Legal Counsel
Dani Fisher, HR Manager
Dominique Gilley, EHS Supervisor/Food
Ryan Lamb, Operations Director
Dr. James Wallace, Health Officer
Cari Hammond, Community & Family Health Director
Brian Dickey, EHS Supervisor/Solid Waste

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
Vice Chair Randy Agnew moved to approve the agenda with RFP amendment. Top Rojanasthein seconds. Motion carries unanimously.

Approval of Consent Agenda

Joseph Hunter moved to approve the consent agenda. Marc Straub seconds. Motion carries unanimously.

Public Comment

Chair Shon Smith shared ground rules and opened call for public comment. No public comment in person or via zoom. Chair offered second and final call for public to comment. Public Comment window closed with no noted comments.

New - Business

- RFP – IT Services: Board discussion around RFP process for IT services.
- Wildfire Smoke Resolution: Dr. Wallace expressed thanks for support of emergency Wildfire Smoke resolution. Board discussion around resolution and agreement around rescinding. Vice Chair Randy Agnew moved to rescind the resolution due to end of emergency season. Carmen Andonaegui seconds. Motion carries unanimously.

Reporting

Dr. James Wallace presents the Health Officer's Report.
Board discussion occurred regarding the Health Officer's Report.

Corey Lawson presents the Health Administrator Report
Board discussion occurred regarding the Health Administrator's Report.

Board Discussion

Board discussion around subject of non-permitted, pop-up food vendors.

Executive Session

Board held 20-minute executive session.

Chair Shon Smith declares the meeting adjourned at 4:21 PM.

X	X
Shon Smith Board Chair	Corey Lawson Clerk of the Board

CDHD Payroll & Benefits Approval

September 2026

Chelan-Douglas Health District

Payroll 9/25/2026 for pay period 09-01-26 to 09-15-26

Gross Pay	156,501.65	
Benefits	48,616.16	
Total Payroll Cost	205,117.81	
Net Pay	112,397.96	
Due to IRS	37,980.12	
Due to ESD - SUTA	967.81	
Due to ESD - WAFMLA	1,768.39	
Due to ESD - WACares Fund	837.81	
Due to L&I	1,916.53	
Due to DRS for PERS	18,287.60	
Due to DRS for DCP	1,992.61	
Due to PEBB	27,079.52	
Due to AFLAC	333.50	
Due to Health Equity FSA	260.00	
Due to Health Equity H.S.A	223.74	
Due to Union	1,072.22	
Total Payroll Expenses	205,117.81	0.00

I, the undersigned, do hereby certify under penalty of perjury, that the services rendered or the labor performed as described herein and that the $156,501.65 in salaries and the $48,616.16 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

9-23-26

Date

CDHD Payroll & Benefits Approval

September 2026

Chelan-Douglas Health District

Payroll 10/09/2026 for pay period 09-16-26 to 09-30-26

Gross Pay	156,718.90
Benefits	48,623.80
Total Payroll Cost	205,342.70
Net Pay	112,645.72
Due to IRS	38,056.20
Due to ESD - SUTA	946.03
Due to ESD - WAFMLA	1,770.93
Due to ESD - WACares Fund	838.79
Due to L&I	1,916.53
Due to DRS for PERS	18,311.29
Due to DRS for DCP	1,992.61
Due to PEBB	26,972.87
Due to AFLAC	333.50
Due to Health Equity FSA	260.00
Due to Health Equity H.S.A	223.74
Due to Union	1,074.49
Total Payroll Expenses	205,342.70

I, the undersigned, do hereby certify under penalty of perjury, that the services rendered or the labor performed as described herein and that the $156,718.90 in salaries and the $48,623.80 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

10-6-26

Date

CDHD Payment Vouchers

September 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. 20260525** through **No. 20260536** are approved for payment in the amount of $8,100.31 this 19 day of October, 2026.

Administrator

President of the Board of Health

Voucher Number	Claimant		Description	Amount
20260525	Amazon Capital Services	21/44/45	Office Supplies	$ 269.25
20260526	CI Information Management	16	Shred Bin Services	$ 114.50
20260527	Cintas Corporation	16	Janitorial Supplies	$ 114.53
20260528	Consensus Cloud Solutions	62/63	eFax Services	$ 108.79
20260529	Corporate Translation Services	15	Translating Services	$ 47.71
20260530	Douglas County Sewer District	16	Utilities Expense	$ 152.60
20260531	Henry Schein Inc	83	Clinical Supplies	$ 290.06
20260532	Hispanic Media & Events Inc	15	Advertising Expense	$ 960.00
20260533	LocalTel Communications	16	Phone Expense	$ 212.12
20260534	Pitney Bowes	16	Postage Expense	$ 10.86
20260535	State Auditors Office	16	Audit Services	$ 4,910.28
20260536	VISA	15/16	Advertising & Software Expense	$ 909.61
				$ 8,100.31

CDHD Payment Vouchers

September 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. 20260537** through **No. 20260549** are approved for payment in the amount of $64,774.32 this 19 day of October, 2026.

Administrator

President of the Board of Health

Voucher Number	Claimant		Description	Amount
20260537	ADP	16	ADP Comprehensive Services	$ 3,609.77
20260538	Amazon Capital Services	MISC	Office Supplies & Other Expenditures	$ 915.77
20260539	Canon Financial Services Inc	16	Copiers Expense	$ 830.40
20260540	CDHD Petty Cash Fund	15	Replenish Petty Cash	$ 56.73
20260541	Cintas Corporation	16	Janitorial Supplies	$ 114.53
20260542	Clements, Ashly	70	Employee Reimbursement	$ 161.00
20260543	Confluence Health	16	Employee Testing	$ 897.00
20260544	Connoisseur Media	12/15/21	Advertising Expense	$ 518.00
20260545	Dell Marketing LP	16	Hardware Expense	$ 44,967.59
20260546	East Wenatchee Water District	16	Utilities Expense	$ 270.00
20260547	Ogden Murphy Wallace Attorneys	16	Legal Services	$ 11,805.30
20260548	Pure Water Partners	16	Monthly Water Dispenser	$ 67.20
20260549	VISA	15/16/81	Office Supplies, Software, & Building Expense	$ 561.03
				$ 64,774.32

CDHD Payment Vouchers

September 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. 20260550** through **No. 20260565** are approved for payment in the amount of $19,472.12 this 19 day of October, 2026.

Administrator

President of the Board of Health

Voucher Number	Claimant		Description	Amount
20260550	Cintas Corporation	16	Janitorial Supplies	$ 120.69
20260551	Empire Record Management	12/16	Storage Lease	$ 830.00
20260552	FedEx	29	Postage Expense	$ 17.01
20260553	Firefly	16	Monthly Services	$ 9,651.32
20260554	Health Equity	16	Health Care Benefits	$ 142.40
20260555	Henry Schein	29	Office Supplies	$ 13.92
20260556	Keyhole Security	16	Supplies Expense	$ 283.42
20260557	Lieurance, Lexy	12	Employee Reimbursement	$ 353.06
20260558	Meta Source LLC	44	Software Expense	$ 2.93
20260559	Nash Consulting Inc.	16	Training Expense	$ 3,500.00
20260560	Pitney Bowes	16	Office Supplies	$ 214.00
20260561	Point & Pay	16	Check and Card Processing Fees	$ 1,188.38
20260562	Snitliy, Stephanie	21	Employee Reimbursement	$ 140.00
20260563	Verizon Wireless	MISC	Phone Expense	$ 2,768.91
20260564	VISA	15/70/81	Other Expenditures	$ 117.81
20260565	Water Solutions Inc	16	Monthly Water Dispenser Expense	$ 128.27
				$ 19,472.12

CDHD Payment Vouchers

September 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. 20260566** through **No. 20260581** are approved for payment in the amount of $15,716.78 this 19 day of October, 2026.

Administrator

President of the Board of Health

Voucher Number	Claimant		Description	Amount
20260566	Amazon Capital Services	MISC	Office Supplies & Other Expenditures	$ 198.45
20260567	Cintas Corporation	16	Janitorial Supplies	$ 114.53
20260568	Donlad, Garth	76	Employee Reimbursement	$ 256.03
20260569	Douglas County PUD	16	Utilities Expense	$ 401.00
20260570	Espinoza, Maria	80	Employee Reimbursement	$ 5.47
20260571	FFF Enterprises Inc	83	Vaccines	$ 1,976.00
20260572	Granicus	16	Software Expense	$ 9,797.09
20260573	Kenoyer, Quinn	70	Employee Reimbursement	$ 29.78
20260574	Pamatz, Miriam	16	Employee Reimbursement	$ 181.12
20260575	Pitney Bowes	16	Quarterly Postage Meter Lease	$ 464.52
20260576	Reynolds Real Estate, LLC	16	Parking Lot Maintenance 3rd Quarter 2026	$ 197.43
20260577	Sound Telecom	12	Answering Services	$ 183.39
20260578	SteriCycle	83	Hazardous Drug Disposal	$ 55.13
20260579	VISA	MISC	Office Supplies, Meeting and Auto Expense	$ 949.54
20260580	Waste Management of Wenatchee	16	Utilities Expense	$ 307.30
20260581	WSPHA	16	Membership Dues	$ 600.00
				$ 15,716.78

Contract Matrix

September 2026

Contract Number	With Whom	Deliverables	New, Renew, Replace	Term of Contract	Total Amount Of Contract	Impact or Adjustment
Interagency Agreement	Chelan Douglas Child Services Assoc.	The purpose of this agreement is to provide professional Registered Nurse consultation services.	Replace	10/01/26-09/30/27	Unknown	Unknown
Interagency Agreement No. C2500167 Pollution Prevention Assistance	Department of Ecology	The purpose of this amendment is to terminate the contract.	Replace	07/01/25-07/31/26	$131,074.09	-$37,775.53
Consolidated Contract CLH32044 Amendment #14 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, activities, deliverable due dates, and extend the period of performance.	Replace	01/01/25- 09/30/27	$263,736	+$31,290
WA CPS Program Mini-Grant	Bonney Lake Police Department	The purpose of this Agreement is to provide funding to purchase products and/or services to support the car seat check services & support the State's program goals of having car seat check services accessible to all road users in Washington.	Replace	10/01/26 – 09/30/27	$3,951.55	+$3,951.55
WA CPS Program Mini-Grant	Bonney Lake Police Department	The purpose of this Agreement is to Conduct a Child Passenger Safety Technician (CPST) course to increase the CPST network and support the State's programs goals of having CPSTs easily accessible to all road users in Washington.	New	10/01/26 – 09/30/27	$6,716	+$6,716

2027 Budget Preparation

October 2026

Description	2027 Preliminary Budget	%
Revenue	**6,597,915.71**	100.00%
Permits	1,401,585.65	21.24%
640.001.32120.00.000 - HEALTH - BUSINESS LICENSES AND PERMITS	797,638.65	12.09%
640.001.32100.00.000 - BUSINESS LICENSES AND PERMITS	-	-
640.001.32210.00.000 - BUILDINGS, STRUCTURES AND EQUIPMENT PERMITS	603,947.00	9.15%
Federal Grants	864,931.74	13.11%
640.001.33310.55.000 - SPEC SUPPLEMENTAL NUTRITION PROGRAM-WIC	192,000.00	2.91%
640.001.33393.59.000 - PERINATAL MENTAL HEALTH COMMUNITY CAPACITY	-	-
640.001.33320.61.600 - UNITED STATES DEPARTMENT OF TRANSPORTATION	-	-
640.001.33310.57.000 - WIC-USDA FMNP ADMIN	481	0.01%
640.001.33321.07.000 - CORONAVIRUS STATE & LOCAL FISCAL RECOVERY FUNDS	-	-
640.001.33360.00.000 - EPA ENV JUSTICE GOVT-TO-GOVT GRANT	-	-
640.001.33393.06.000 - PUBLIC HEALTH EMERGENCY PREPAREDNESS	218,000.00	3.30%
640.001.33393.08.000 - MEDICAL RESERVE CORP SMALL GRANT PROGRAM	5,000.00	0.08%
640.001.33393.10.300 - FDA RESEARCH	-	-
640.001.33393.26.000 - IMMUNIZATION GRANT	37,371.00	0.57%
640.001.33393.32.000 - EPIDEMIOLOGY/LAB CAPACITY (ELC)	-	-
640.001.33393.35.000 - PUBLIC HEALTH WORKFORCE DEVELOPMENT	-	-
640.001.33393.77.000 - MEDICAID MATCH	171,654.00	2.60%
640.001.33393.96.000 - PH INFRASTRUCTURE COMP A1-LHJ	128,425.74	1.95%
640.001.33393.99.000 - PREVENTATIVE HEALTH/MCH BLOCK GRANT	112,000.00	1.70%
640.001.33397.03.000 - FEMA DISASTER ASSISTANCE	-	-
State Grants	570,609.02	8.65%
640.001.33403.10.000 - DEPARTMENT OF ECOLOGY	103,436.71	1.57%
640.001.33404.10.000 - DEPT OF CHILDREN, YOUTH, FAMILIES	402,635.00	6.10%
640.001.33404.96.000 - OHSC TBI SAFE KIDS DSHS IAR	5,833.31	0.09%
640.001.33404.91.000 - DEPT OF HEALTH - GENERAL FUND	27,050.00	0.41%
640.001.33405.10.000 - DEPT OF NATURAL RESOURCES	-	-
640.001.33406.90.000 - HCA GENERAL FUNDS	31,654.00	0.48%
640.001.33404.93.000 - DEMENTIA WORK COORDINATION PROGRAM	-	-
State Entitlements	2,597,634.00	39.37%
640.001.33604.24.000 - PUBLIC HEALTH ASSISTANCE	399,634.00	6.06%
640.001.33604.25.000 - FOUNDATIONAL PUBLIC HEALTH SERVICES	2,198,000.00	33.31%
Intergovernmental Revenue	457,817.84	6.94%
640.001.33862.00.000 - PUBLIC HEALTH ASSESSMENTS	457,817.84	6.94%
640.001.33863.00.000 - INTERGOVERNMENTAL SERVICE REVENUES	-	-
Fees for Service	459,337.46	6.96%
640.001.34620.00.000 - PUBLIC HEALTH CLINIC	10,397.83	0.16%
640.001.34650.00.000 - ENVIRONMENTAL HEALTH FEE FOR SERVICES	338,950.63	5.14%
640.001.34670.00.000 - OTHER PUBLIC HEALTH FEES (VITAL STATS)	109,989.00	1.67%
Miscellaneous Revenue	246,000.00	3.73%
640.001.35000.00.000 - FINES AND FORFEITS	-	-
640.001.36000.00.000 - MISCELLANEOUS REVENUE	-	-
640.001.36111.00.000 - INVESTMENT INTEREST	120,000.00	1.82%
640.001.36900.00.000 - OTHER MISCELLANEOUS REVENUES	-	-
640.001.36700.00.000 - DONATION/LOCAL GRANTS	126,000.00	1.91%
640.001.39510.00.000 - PROCEEDS FROM SALE OF ASSETS	-	-
Total Revenue	**6,597,915.71**	100.00%
Expenses	**7,024,241.72**	106.46%
Salaries & Benefits	5,876,861.91	89.07%
640.001.56200.10.000 - SALARIES & WAGES	4,405,641.41	66.77%
640.001.56200.20.000 - PERSONNEL BENEFITS	1,471,220.50	22.30%
Supplies	322,557.58	4.89%
640.001.56200.31.100 - OFFICE SUPPLIES	24,310.00	0.37%
640.001.56200.31.200 - CLINICAL SUPPLIES	800	0.01%
640.001.56200.31.300 - LABORATORY SUPPLIES	2,000.00	0.03%
640.001.56200.31.400 - DRUGS & MEDICINES	9,240.00	0.14%
640.001.56200.31.500 - FIELD SUPPLIES	29,250.00	0.44%
640.001.56200.31.800 - JANITORIAL SUPPLIES	6,700.00	0.10%
640.001.56200.35.000 - SMALL TOOLS & MINOR EQUIPMENT	1,220.00	0.02%
640.001.56200.35.100 - BOOKS, REFERENCES & VIDEOS	-	-

640.001.56200.35.200 - SOFTWARE	238,037.58	3.61%
640.001.56200.35.300 - HARDWARE	11,000.00	0.17%
Services	292,865.68	4.44%
640.001.56200.41.100 - SERVICES - LEGAL	90,000.00	1.36%
640.001.56200.41.200 - SERVICES - AUDIT	40,000.00	0.61%
640.001.56200.41.300 - SERVICES - INTERPRETING	2,350.00	0.04%
640.001.56200.41.450 - SERVICES - ANSWERING SERVICE	2,500.00	0.04%
640.001.56200.41.500 - SERVICES - OUTSIDE DRS & DENTISTS	9,100.00	0.14%
640.001.56200.41.600 - SERVICES - COMPUTER	114,000.00	1.73%
640.001.56200.41.800 - SERVICES - OUTSIDE LABORATORIES	1,500.00	0.02%
640.001.56200.41.900 - SERVICES - CONTRACTS & MISC	26,915.68	0.41%
640.001.56200.41.920 - SERVICES - LANDSCAPE	1,500.00	0.02%
640.001.56200.41.930 - SERVICES - PARKING LOT MAINT	5,000.00	0.08%
Communications	46,728.56	0.71%
640.001.56200.42.010 - TELEPHONE	40,728.56	0.62%
640.001.56200.42.020 - POSTAGE	6,000.00	0.09%
Travel/Training	122,978.32	1.86%
640.001.56200.43.100 - TRAVEL - MILEAGE	5,022.32	0.08%
640.001.56200.41.700 - SERVICES - IN-HOUSE TRAINING	-	-
640.001.56200.43.200 - TRAVEL - GASOLINE/ROUTINE MAINT	13,300.00	0.20%
640.001.56200.43.300 - TRAINING/CONFERENCE FEES	96,399.00	1.46%
640.001.56200.43.400 - TRAVEL - MEALS & LODGING	2,851.00	0.04%
640.001.56200.43.500 - TRAVEL - PARKING & OTHER INCIDENTALS	4,316.00	0.07%
640.001.56200.43.550 - TRAVEL - AIRFAIR	-	-
640.001.56200.49.800 - Registrations	1,090.00	0.02%
Advertising	28,855.00	0.44%
640.001.56200.44.100 - ADVERTISING - NEWSPAPER	2,200.00	0.03%
640.001.56200.44.200 - ADVERTISING - OTHER	26,655.00	0.40%
Leases	10,308.00	0.16%
640.001.56200.45.000 - OPERATING RENTALS & LEASES	10,308.00	0.16%
Utilities	18,000.00	0.27%
640.001.56200.47.000 - PUBLIC UTILITY SERVICES	18,000.00	0.27%
Repairs & Maintenance	40,826.89	0.62%
640.001.56200.48.100 - EQUIPMENT	826.89	0.01%
640.001.56200.48.000 - REPAIRS & MAINTENANCE	-	-
640.001.56200.48.200 - AUTOS	10,000.00	0.15%
640.001.56200.48.300 - BUILDING	30,000.00	0.45%
Printing	15,860.00	0.24%
640.001.56200.49.000 - PRINTING - OFFICE	5,250.00	0.08%
640.001.56200.49.001 - PRINTING - COPIER	10,000.00	0.15%
640.001.56200.49.200 - PAMPHLETS - PRINTED OR PURCHASED	610	0.01%
Dues/Subscriptions	13,531.50	0.21%
640.001.56200.49.300 - DUES/MEMBERSHIPS/REGISTRATIONS	11,353.50	0.17%
640.001.56200.49.400 - SUBSCRIPTIONS	2,178.00	0.03%
Other Expenditures	234,868.28	3.56%
640.001.56200.46.000 - INSURANCE	140,000.00	2.12%
640.001.56200.49.500 - OTHER EXPENDITURES	89,868.00	1.36%
640.001.56200.49.700 - CONTINUING EDUCATION	5,000.00	0.08%
640.001.56200.90.000 - INDIRECT ALLOCATION	0.28	0.00%
Capital Expenditures	-	-
640.001.56200.62.030 - IMPROVEMENTS TO EXISTING BUILDING	-	-
640.001.56200.64.100 - VEHICLES	-	-
640.001.56200.64.020 - OTHER MACHINERY & EQUIP	-	-
Surplus/Deficit	**-426,326.01**	-6.46

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 and Personnel



Ryan Lamb

Operations Director



Adeline Moralez

Fiscal Supervisor



Krishna Gonzalez

Accountant



AnaMaria Ruelas

Fiscal Assistant



Julian Moro

Contracts & Procurement Manager



Stefano SolaGallegos

Facilities & IT Assistant



Dani Fisher

HR Manager

Highlights:

- Continued work to improve internal processes, strengthen financial oversight, and support long-term organizational sustainability.
- Ongoing review of grant agreements, funding requirements, and program expenses to ensure resources are aligned with required services and deliverables.
- Planning for the 2027 budget continues, with an emphasis on matching staffing and program needs to available and anticipated funding.

Operations:

Operations continues to work with internal teams and county partners to improve administrative processes, financial coordination, and accountability.

- **Financial system transition:** Coordination is underway with Chelan County regarding its transition from Eden to Workday. The goal is to minimize disruptions to invoice and voucher processing and ensure CDHD receives clear guidance on any required changes.
- **Policies and procedures:** Work continues to improve internal processes and clarify responsibilities, with an emphasis on consistency, accountability, and efficient operations.
- **Purchasing and payments:** Work continues on establishing a Board-authorized U.S. Bank purchasing card process that supports timely payments, coordination between CDHD and County fiscal staff, and the opportunity to maximize available rebates.
- **Grant and contract oversight:** Agreements and funding requirements are being reviewed to identify reporting deadlines, allowable expenses, reimbursement requirements, and potential funding gaps.

Human Resources:

There has been ongoing work identifying gaps and improving our onboarding, offboarding, employee training, etc. Work is also being done to ensure that policies & procedures are current, compliant and aligned with the H.O.P.E. building blocks as well as the District's Mission, Vision, and Values.

As part of the 2027 budget process, Human Resources is partnering with Operations to review current and proposed positions to ensure that staffing needs are aligned with funding, workload, required services, and long-term sustainability.

Work continues to be done around improving communications, transparency, and positive work culture. This will be ongoing. Positive work environments with clear expectations and opportunities for internal growth & development improve retention in addition to minimizing potential future litigation. Turnover is costly to the agency so the objective is to minimize turnover and improve retention. We will ensure the right people are in the right roles for overall success and minimized expenses related to turnover. Dani is working on developing metrics to show trends in these areas which will be shared in future reports.

In September, Juanita Garibay was promoted to the role of EHS III Supervisor. While creating a 90-day success plan for Juanita, we decided that some additional training and development opportunities will also be provided to our other 2 EHS Supervisors. Eventually all Supervisors in all programs will be provided the same growth/development opportunities. This strengthens our leadership team, empowers our Supervisors, and creates pathways for internal growth and Succession Planning.

Facilities & IT:

- Operations continues to review administrative and facility needs to support staff and service delivery.
- The District continues to evaluate practical, cost-effective approaches to facility communications and public messaging.
- Technology and process improvements will continue to be considered based on operational needs, available resources, and long-term value.

Fiscal Update:

- **Financial Reporting Clarification:** The financial figures presented at the previous Board of Health meeting reflected data through June 2026. This report provides updated financial information through September 30, 2026, offering a more current view of the District's financial position.
- **Year-to-Date Financial Position:** Through September 30, total revenue was approximately $5.70 million, compared with $5.00 million in expenses, resulting in a positive year-to-date difference of approximately $698,666. Revenue is at 84.9% of the approved annual budget, while expenses are at 73.9%.
- **Budget Monitoring:** Revenue is coming in ahead of the percentage of the annual budget that would typically be expected at this point in the year. Expenses overall remain below the annual budget, although several individual expense categories have exceeded their approved budget amounts. Operations and Fiscal will continue monitoring these areas and reviewing budget adjustments as needed.
- **Cash and Investments:** As of September 30, the District reported approximately $4.77 million in cash and investments, including $2 million designated as reserves. These balances provide important financial resources, while continued attention to funding restrictions, anticipated expenses, and ongoing service obligations remains necessary.
- **Grant and Contract Oversight:** Operations continues reviewing grant agreements, reimbursement requirements, reporting deadlines, and remaining program costs to help ensure the District meets its obligations and identifies potential funding gaps early.
- **2027 Budget Planning:** Operations and Human Resources are working to align staffing levels, program workloads, required services, and anticipated funding with the District's long-term financial sustainability.

Year-to-date benchmark:

September 30 marks the end of the third quarter, or 75% of the calendar year.

- Revenue has reached **84.9%** of the approved annual budget.
- Expenses have reached **73.9%** of the approved annual budget.
- The year-to-date difference between revenue and expenses is approximately **$698,666**, compared with a budgeted full-year deficit of approximately $51,836.

While the current position is favorable, the year-to-date difference should not be interpreted as unrestricted surplus. Revenue and expenses may fluctuate during the final quarter, and some funds are restricted to specific programs or purposes.

Essential Data:

- **Reporting period:** January 1–September 30, 2026

Financial measure	Actual through Sept. 30	2026 approved budget
Total revenue	$5,700,207	$6,713,833
Total expenses	$5,001,542	$6,765,669

Revenue less expenses	$698,666	($51,836)
Revenue as % of budget	84.9%	100%
Expenses as % of budget	73.9%	100%

- **Cash and investments as of September 30, 2026:** $4,770,832, including $2,000,000 in reserves.

CHELAN-DOUGLAS HEALTH DISTRICT
Cash/Investments
9/30/2026

Cash on Hand - Petty Cash	500.00	
General Account - Chelan County Treasurer	87,947.66	
Payroll Clearing Account - Key Bank	44,633.83	
Investment Account - Chelan County Treasurer	4,637,750.36	
Investment broken out as follows:		
Reserves		2,000,000.00
General Investment		2,637,750.36
Total Cash/Investments	4,770,831.85	

CHELAN-DOUGLAS HEALTH DISTRICT
Budget vs Actuals 2026 Budget
YTD September 2026

	YTD	Budget	
Permits	851,845.00	1,401,585.65	60.8%
Federal Grants	784,004.39	900,298.65	87.1%
State Grants	526,401.29	651,057.24	80.9%
State Entitlements	2,597,634.00	2,597,634.00	100.0%
Assessments/Intergov Rev	343,364.13	457,817.84	75.0%
Fees	384,171.93	454,439.63	84.5%
Interest	102,441.69	120,000.00	85.4%
Other Revenue	110,344.75	131,000.00	84.2%
Total Revenue	5,700,207.18	6,713,833.01	84.9%
Wages	3,148,458.27	4,115,311.01	76.5%
Benefits	964,372.51	1,419,790.61	67.9%
Supplies	348,462.76	322,557.58	108.0%
Services	527,963.41	898,009.99	58.8%
Capital Outlays	12,284.69	10,000.00	122.8%
Total Expenses	5,001,541.64	6,765,669.19	73.9%
Surplus /Deficit	**698,665.54**	**(51,836.18)**	

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

	Actual	Total 2026 Budget	% of Budget
Income			
640.001.32120.00.000 HEALTH - BUSINESS LICENSES AND PERMITS	437,502.00	797,638.65	54.85%
640.001.32210.00.000 BUILDINGS, STRUCTURES AND EQUIPMENT PERMITS	360,000.00	603,947.00	59.61%
640.001.33310.55.000 SPEC SUPPLEMENTAL NUTRITION PROGRAM-WIC	116,298.90	192,481.00	60.42%
640.001.33320.61.600 UNITED STATES DEPARTMENT OF TRANSPORTATION	556.49	0.00	
640.001.33393.06.000 PUBLIC HEALTH EMERGENCY PREPAREDNESS	110,533.83	218,000.00	50.70%
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	21,712.76	34,505.00	62.93%
640.001.33393.32.000 EPIDEMIOLOGY/LAB CAPACITY (ELC)	5,595.69	0.00	
640.001.33393.59.000 PERINATAL MENTAL HEALTH COMMUNITY CAPACITY	10,421.77	14,000.00	74.44%
640.001.33393.77.000 MEDICAID MATCH	130,474.88	206,654.00	63.14%
640.001.33393.96.000 PH INFRASTRUCTURE GRANT	42,545.91	117,658.65	36.16%
640.001.33393.99.000 PREVENTATIVE HEALTH/MCH BLOCK GRANT	81,234.02	112,000.00	72.53%
640.001.33403.10.000 DEPARTMENT OF ECOLOGY	173,272.00	172,651.00	100.36%
640.001.33404.10.000 STATE GRANT DCYF	232,797.61	387,000.00	60.15%
640.001.33404.91.000 DEPT OF HEALTH GENERAL FUND	13,657.21	37,179.00	36.73%
640.001.33404.96.000 OHSC TBI SAFE KIDS DSHS IAR	13,000.00	12,573.24	103.39%
640.001.33404.93.000 DEMENTIA WORK COORDINATION PROGRAM	10,000.00	10,000.00	100.00%
640.001.33406.90.000 HCA GENERAL FUNDS	24,054.00	31,654.00	75.99%
640.001.33604.24.000 PUBLIC HEALTH ASSISTANCE	399,634.00	399,634.00	100.00%
640.001.33604.25.000 FOUNDATIONAL PUBLIC HEALTH SERVICES	**2,198,000.00**	**2,198,000.00**	**100.00%**
640.001.33862.00.000 PUBLIC HEALTH ASSESSMENTS	305,212.56	457,817.84	66.67%
640.001.34620.00.000 PUBLIC HEALTH CLINIC	3,856.28	5,500.00	70.11%
640.001.34650.00.000 ENVIRONMENTAL HEALTH FEE FOR SERVICES	280,589.91	338,950.63	82.78%
640.001.34670.00.000 OTHER PUBLIC HEALTH FEES (VITAL STATS)	77,806.00	109,989.00	70.74%
640.001.35000.00.000 FINES AND FORFEITS	15,500.00	0.00	
640.001.36111.00.000 INVESTMENT INTEREST	87,705.05	120,000.00	73.09%
640.001.36700.00.000 CONTRIBUTIONS & DONATIONS, PRIVATE	84,760.23	131,000.00	64.70%
640.001.36900.00.000 OTHER MISCELLANEOUS REVENUES	37.00	0.00	
Total Income	**$ 5,236,758.10**	**$ 6,713,833.01**	**78.00%**

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

	Actual	Total 2026 Budget	% of Budget
Expenses			
640.001.56200.10.000 SALARIES & WAGES	2,839,635.90	4,115,311.01	69.00%
640.001.56200.20.000 PERSONNEL BENEFITS	861,694.95	1,419,790.61	60.69%
640.001.56200.30.000 SUPPLIES	45,941.25	73,520.00	62.49%
640.001.56200.35.200 SOFTWARE	136,998.39	238,037.58	57.55%
640.001.56200.35.300 HARDWARE	17,448.77	11,000.00	158.63%
640.001.56200.41.100 SERVICES - LEGAL	75,129.33	180,000.00	41.74%
640.001.56200.41.200 SERVICES - AUDIT	32,808.79	40,000.00	82.02%
640.001.56200.41.300 SERVICES - INTERPRETING	2,618.74	2,350.00	111.44%
640.001.56200.41.450 SERVICES - ANSWERING SERVICE	1,995.04	2,500.00	79.80%
640.001.56200.41.500 SERVICES - OUTSIDE DRS & DENTISTS	4,550.00	9,100.00	50.00%
640.001.56200.41.600 SERVICES - COMPUTER	75,815.30	114,000.00	66.50%
640.001.56200.41.900 SERVICES - CONTRACTS & MISC	9,208.89	18,365.68	50.14%
640.001.56200.41.920 SERVICES - LANDSCAPING	0.00	1,500.00	0.00%
640.001.56200.41.930 SERVICES - PARKING LOT MAINT	1,659.20	5,000.00	33.18%
640.001.56200.42.010 TELEPHONE	20,032.13	39,322.82	50.94%
640.001.56200.42.020 POSTAGE	4,632.91	6,000.00	77.22%
640.001.56200.43.000 TRAVEL/TRAINING	47,467.86	118,320.32	40.12%
640.001.56200.40.000 ADVERTISING	11,243.30	28,855.00	38.96%
640.001.56200.45.000 OPERATING RENTALS & LEASES	6,820.00	10,558.00	64.60%
640.001.56200.46.000 INSURANCE	132,565.00	140,000.00	94.69%
640.001.56200.47.000 PUBLIC UTILITY SERVICES	11,075.61	18,000.00	61.53%
640.001.56200.48.000 REPAIRS	21,015.89	40,827.17	51.48%
640.001.56200.49.000 PRINTING - OFFICE	4,800.45	5,250.00	91.44%
640.001.56200.49.001 PRINTING - COPIER	16,951.76	10,000.00	169.52%
640.001.56200.49.200 PAMPHLETS - PRINTED OR PURCHASED	0.00	610.00	0.00%
640.001.56200.49.300 DUES & MEMBERSHIPS	11,192.60	11,212.00	99.83%
640.001.56200.49.400 SUBSCRIPTIONS	0.00	2,178.00	0.00%
640.001.56200.49.500 OTHER EXPENDITURES	75,520.70	87,061.00	86.74%
640.001.56200.49.700 CONTINUING EDUCATION	1,198.45	7,000.00	17.12%
640.001.56200.62.030 IMPROVEMENTS TO BUILDING	12,284.69	10,000.00	122.85%
Total Expenses	**$ 4,482,305.90**	**$ 6,765,669.19**	**66.25%**
Surplus / (Deficit)	**$ 754,452.20**	**$ (51,836.18)**	

Community and Family Health Report and Personnel



Cari Hammond
CFH Director



Lisa Pilkinton
Health Educator NFP/NHV Coord.
Supervisor



Emily Gilmore
Immunization



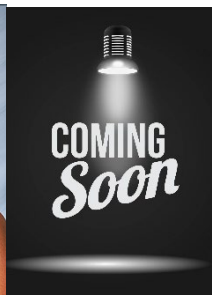
Stephanie Snitily
NFP



Katie Young



Veniece Ceballos
NFP/NHV



Ashly Clements
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

Division Highlights:

- WIC issued $1,590 Farmers Marker Benefits to 53 Participants.
- Hired and onboarded new Dietitian in August.
- The NFP team hosted the quarterly Home Visiting Community Advisory Board meeting in September; Nichole Franks presented on the Healthy Outcomes through Positive Experiences (HOPE) Framework.
- NFP is planning the integration of HOPE concepts into daily services with clients, and this quarter focused on initial staff training in framework principles and instructional resources.
- Implemented a bilingual outreach campaign and community survey to gather real-world experiences from parents who used a breast pump at work.
- Health Educator completed Dementia Friends Champion Training, providing us with tools to increase dementia awareness and understanding within our community. This role will support continued education and efforts to foster a more dementia friendly Chelan & Douglas Counties.
- Met with Health Officer to discuss overdose cluster response plan.

NFP Success Story: 100% of NFP client survey respondents strongly agreed with the statement "Overall, I feel respected, supported, and cared for by my nurse.

Maternal Child Health

CYSHCN

Activity Type	Description	Count / Reach	Notes
Outreach Event	0		

Email Outreach	NCESD Special education contact, VAST members, Wenatchee School District, Eastmont School District, Strong Start, WA Include, and collaborated with CYSHCN Care Coordination attendees. Shared smoke resources for CYSHCN community.	17	
Partner Meeting	WA Portal team, Strong Start Team, DOH CYSHCN Domain Lead, Bradon-ADHD Podcaster, WA Include, CYSHCN Care Coordination meeting attendees, MTSS conference, VAST, SMART WA Include, A Mothers Garden	15	
Material Distribution	0		
Systems Improvement	-Discussions regarding creating a WA portal for our county to connect stakeholders to one secure site and share information among partners • Many challenges for partners to know resources and how to connect them. -Met with Podcaster that will be working with VAST on education series. -Updated Eastmont school supports page - Attempted to connect to Special Education Directors. • Challenges with engaging schools -Met with Strong Start to discuss the program and updates (universal developmental screenings for infants and children platform) – attempted to engage partners in demoing platform (again)		

Perinatal-Infant

Activity Type	Description	Count / Reach	Notes
Outreach Event	Social Media Campaign for Workplace Lactation Week, Breastfeeding workplace survey	34 respondents for Breastfeeding survey,	
Email Outreach	Lactation consultant	2	
Partner Meeting	2-Lactation consultants; Moutain View Women's Health Clinic, Breastfeeding Awareness Coalition	5	

Material Distribution	Mastitis education handout, Breastfeeding experience survey	20 60	
Systems Improvement	- Met with lactation consultants regarding new law for paid pumping. Examined capacity for education and possible consultation for employers. -Workplace lactation week featured a social media campaign to share local results of the women's experience pumping at work. Shared new law changes that will impact employees and employers. -Began creating flyers/ Poster for families and employers that describe law update happening 2026 with link to resources. -Survey distributed to engage community in sharing experience for their breastfeeding journey and returning to work.		

Maternal

Activity Type	Description	Count / Reach	Notes
Outreach Event	Spanish Doula promotion- posted 8/12, 8/18, 8/25	Facebook • Views: 5,990 • Viewers: 3,460 • Interactions: 31 • Link Clicks: 23 Instagram • Views: 539 • Viewers: 221 • Interactions: 13 • Link Clicks: 3	
Email Outreach	WIC, Center for Indigenous Midwifery (CFIM), community doula inquiry, Wenatchee Valley College, and YWCA connection	6	
Partner Meeting		0	
Material Distribution	Spanish Doula Flyer	10	

Systems Improvement	- Lack of practicing Doulas in area. No Spanish speaking doulas residing in Chelan and Douglas counties- two in Grant country serve in our area. -Had to dissolve partnership between CFIM and CDHD due to potential conflict regarding their center serving only BIPOC communities in their efforts to serve communities facing barriers to access.

Children Ages 1-21

Activity Type	Description	Count / Reach	Notes
Outreach Event	Presented HOPE at Home Visiting Committee/ Perinatal Mental Health taskforce meeting; HOPE reel	10 attendees	
Email Outreach	Spokane HOPE champion, Together for Youth members	3	
Partner Meeting	Mentor Washington, Presented HOPE in all Policies to Leadership, HOPE community of practice, Attended FYSPRT and Together for Youth, Prenatal to 5 Relational Health	7	
Material Distribution	Nurse Family Partnership HOPE Goal Cards	1	
Systems Improvement	- Finished Spanish version of the Nurse Family Partnership HOPE Goal Cards- Ordered more. Trained and delivered one deck to the NFP team. -Began HOPE Championship training. -Presented implementing HOPE into all policies to leadership working toward goal of becoming a HOPE informed Organization. -Reached out to Spokane Champion regarding data used in measuring Positive Childhood experiences (PCE) and HOPE metrics in community, worked with CDHD Epi team with adding PCE's to Wellness survey this January. - Engaged community partners in pursuing digital literacy project.		

Childcare Consultation

Provided infant nutrition guidelines and reflux education

- ABC Learning-3
- CDCSA-3

- CDI Head Start-5 (Bridgeport/East Wenatchee)

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
51	55	42	7	*6	2	206	146

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

Women Infants & Children (WIC)

August 2026	Total Women Enrolled	Total Infants Enrolled	Total Children Enrolled	Caseload	TOTAL CASELOAD
East Wenatchee	116	95	395	607	612
Leavenworth	1	0	4	5	

**September caseload data not yet available*

JULY-SEPTEMBER CLINIC APPOINTMENTS				
TYPE OF APPTS	TOTAL	ATTENDED	CANCELLED	MISSED
Initial Certification (IC)	38	32	3	3
Subsequent Certification (SC)	172	111	16	45
Mid-Certification Assessment (Mid Cert-HA)	150	108	9	33
Nutrition Education (NE-I)	368	275	24	69
PE- Complete Assessment	7	4	1	2
Nutrition Education with RD (NE-I-RD)	0	0	0	0
Food Benefits Only (FBI)	94	73	12	9

Breastfeeding Education (BFE)	11	7	1	3
High-Risk Nutrition Education (RD)	40	20	9	11
Anthropometrics (ANTHRO/LAB)	64	50	3	11

Total Number of Scheduled Clinic Appointments	944
Total Number of Missed Appointments	186
Clinic Show Rate	80%

Immunizations

VFC Site Visits	IQIP Visits	Unannounced S & H Visits	Enrollment Visits	IIS Trainings for Providers	Trainings related to regional scope of work	Vaccine Clinics
5	11	0	1	2	4	0

Access to Baby & Child Dentistry

Number of Children Enrolled	Number of Community Outreach Events / total # reached	Total Outgoing Referrals to Other Services
49	6/2,845	84

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
37	10	10	*	*	9/3002

**Data reports not available yet*

Lifecourse Program

Safety & Prevention

Event	Attendance/# of meetings and/or events
Helmet Distribution: Traumatic Brain Injury Prevention education distributed	
Naloxone Trainings, Overdose Prevention	9 individuals trained, 1 partner agency trained
Rural Prevention Conference Presentation	45 attendees- presented on Youth, Technology, and Mental Health for clinicians, educators, and public health professionals
Regional Suicide Prevention	Prevention coalition planning
Overdose cluster response plan	Creating an overdose cluster and monitoring and response template for response to overdose cluster events.
Fall Prevention Education and Outreach in partnership with Confluence Health	1 community event in Wenatchee, 65 attendees
Healthy Aging Event Resource Fair organized in collaboration with Waterville Main Street and Farmers Market Association	1 community event in Waterville, 11 organizations represented, 50 attendees
Community Car Seat Check Events in collaboration with Wenatchee Police Department, East Wenatchee Police Department & Target Zero	2 events, 3 vehicles
Facilitated Bloodborne Pathogens and Tuberculosis annual refresher training for Center for Drug and Alcohol Treatment	44 employees trained
Facilitated Bloodborne Pathogen supplemental training for new CDHD employees	2 employees trained

Health Education

Event	Attendance/# of meetings and/or events
Dementia Inclusive Community Gatherings	2 events, 15 attendees

Youth Advisory Board Meeting (2026-2027 school year)	1 meeting, 6 students
United for Family Health/Unidos Por la Salud Familiar	105 community members attended, 19 organizations represented
Joined the Healthy Aging Community of Practice planning (HACoP) committee for 2026-2027	HACoP consists of various organizations around Washington state; meetings are bi-monthly
Collaborated with Wenatchee High School HOSA Club to initiate Teens in the Driver Seat program and engage students in peer-led traffic safety education	Teens in the Driver Seat kick-off will take place at WHS October 12-16, 2026 for National Traffic Safety Week.
Brain health education presented at the Brain Health Expo @ Wenatchee Valley College	14 agencies and 36 attendees
Presented on behalf of CDHD at the bi-monthly HACoP meeting on the work that we are doing to make Chelan and Douglas more dementia friendly. Explained the upcoming Meet Me At's, Community Convening partnership with the Alzheimer's Association that will take place in October 2027, and implementation of a Chelan Douglas Dementia Friendly Coalition	17 people present from a variety of organizations around Washington state

Community Health Nutrition

Event	Attendance OR # of meetings and/or events
WIC	Completed 48 hours of WIC Dietitian trainings
Community Weight Loss Support Group	12 attendees, education on estimating individual energy needs for weight loss, and open discussion
Community Partnerships	Connected with 5 new community partners: • First United Methodist Church Community Garden • Upper Valley Mend • American Heart Association
Recipes	Created 6 recipes for staff monthly recipes, Second Harvest Food Distribution and Manson ESIT Teddy Bear Clinic

Educational Handouts	Created an educational handout focusing on childhood nutrition and healthy snacks for ages 3-5.
Continuing Education	Attended WIC Food Summit (Days 1 & 3)
YWCA Cooking Class	5 participants attended, distributed educational handouts on affordable protein options/protein price comparisons for residents
After School Program Planning	Created a 5-week curriculum covering sections of the nutrition facts label (calories, fats, proteins, carbohydrates/sugar sweetened beverages, and vitamins & minerals). Created recipes that focus on each of the areas on the nutrition facts label and activities that go along with each section. Completed concept maps for each session to track learning.
Second Harvest Food Distribution	Distributed 217 recipe booklets with each box on how to utilize foods in box Added QR links on recipes for food distribution (safe preservation methods & tips for shopping on a budget)

Definitions:

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

Emergency Preparedness and Response Report and Personnel



Lexy Lieurance

Local Emergency Response Coordinator



Griselda Lozano

Program Assistant

Division Highlights

Community Medical Needs Vending Machine

Location: Main Floor

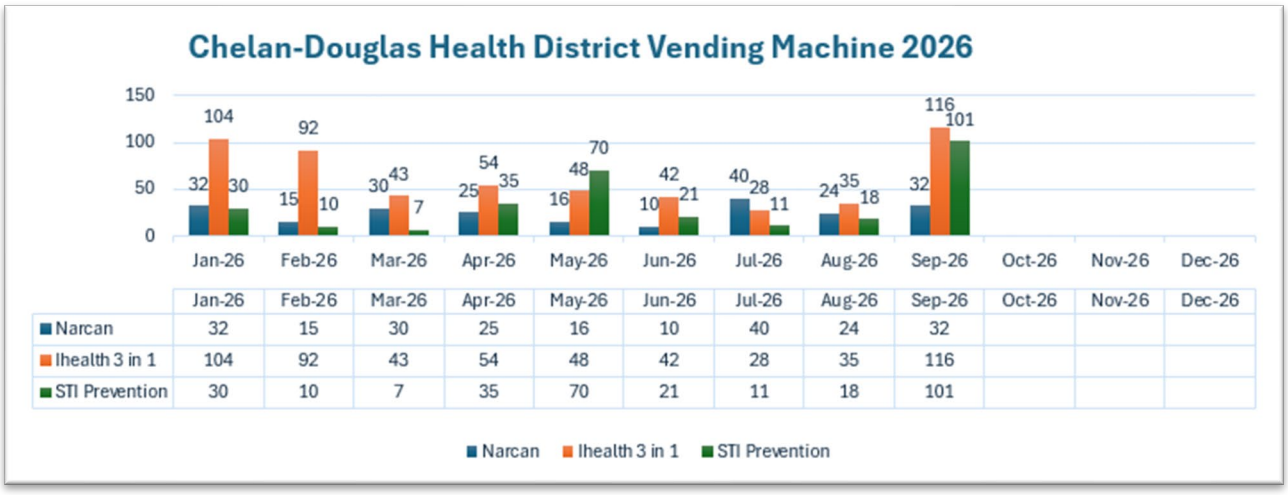
The kiosk continues to serve community needs by providing access to:

- Narcan
- iHealth 3-in-1 COVID Test Kits
- STI Prevention Supplies

Recent Usage Trends (January–September 2026):

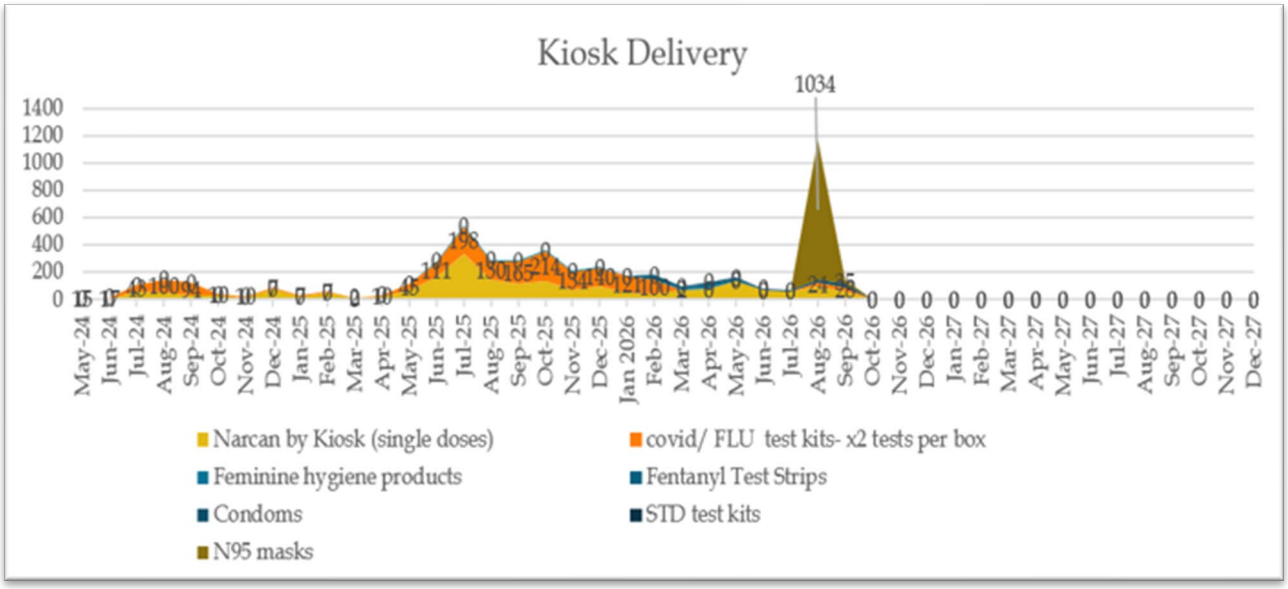
- **Narcan:** Distribution fluctuated throughout the reporting period. Usage ranged from a low of 10 doses in June to a high of 40 doses in July. Distribution increased again in September, with 32 doses dispensed.
- **iHealth 3-in-1 Test Kits:** Usage was highest in September, with 116 kits dispensed, surpassing the previous high of 104 kits in January. Distribution was lower during the summer months, with 28 kits dispensed in July, before increasing significantly in September.
- **STI Prevention Supplies:** Distribution fluctuated throughout the year, with demand reaching 70 items in May before decreasing during the summer months. Usage increased substantially in September, reaching a reporting-period high of 101 items dispensed.

The vending machine continues to serve as an important community resource by providing convenient access to essential public health supplies. September showed a notable increase **in demand for both iHealth 3-in-1 Test Kits and STI Prevention Supplies, demonstrating continued community use of the available resources.**



	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26
Narcan	32	15	30	25	16	10	40	24	32			
Ihealth 3 in 1	104	92	43	54	48	42	28	35	116			
STI Prevention	30	10	7	35	70	21	11	18	101			

Lake Chelan Hospital



Community Medical Needs Vending Machine

Location: Lake Chelan Health – 110 S Apple Blossom Drive, Chelan, WA 98816
Reporting Period: September 2026

The vending machine continues to provide community members with access to essential health and harm-reduction supplies.

September 2026 Distribution:

- Narcan: 58
- COVID/Flu Test Kits: 28
- Condoms: 28
- N95 Masks: 35

Current Stock Status:

The vending machine is currently out of stock of:

- Feminine Hygiene Products
- Fentanyl Test Strips
- STD Test Kits

Overall, the vending machine continues to provide community members with convenient access to health and safety supplies.

Emergency Preparedness and Training

- Participated in the Our Valley, Our Future Wildfire Meeting Group and attended FEMA Preliminary Damage Assessment (PDA) training.
- Completed FEMA PDA documentation and reimbursement requests, along with a reinvestment grant request for a truck liftgate.
- Attended the University of Washington Northwest Preparedness Conference, September 15–17. Received a scholarship covering mileage, lodging, and meals. The conference focused on strengthening community resilience through collaboration between public health, emergency response, and research professionals.
- Toured the NOAA Forecast Office and met with meteorologists and air quality advisors to learn about forecasts, alerts, and advisories.

Wildfire Smoke and Air Quality

- Participated in prescribed burn coordination, wildfire smoke lessons-learned discussions, and post-fire-season planning.
- Supported Central Washington fall planning efforts focused on coordinated smoke event messaging.
- Developed an ISO Air equipment pickup list and delivery route.

Grant Development and Partnerships

- Identified the Building Bridges Partnership Grant opportunity and coordinated with administration and CAFÉ to develop the application. Completed and submitted the application on September 28.
- Participated in Second Harvest planning meetings and prepared event supplies and the Mobile Command Unit for the September 29 event.

Healthcare Preparedness and Regional Coordination

- Participated in NWHRN healthcare situational awareness and all-hazards coordination calls, Region 6, 9, and 10 office hours, and the MRC Strengthening Network meeting.
- Completed Technical Assistance and Assessment (TAA) reports and MRC unit reports.
- Participated in DOH LEVEL UP planning sessions to prepare for the October Great ShakeOut event.

Community Outreach

- Staffed the first aid booth at Fiesta Mexicanas on September 11 and shared information about the Medical Reserve Corps (MRC) and volunteer opportunities.
- Participated in the Second Harvest community event on September 29.

Monthly Summary

September activities focused on emergency preparedness, wildfire smoke coordination, regional healthcare readiness, grant development, and community outreach. Key accomplishments included completing FEMA documentation, attending preparedness training, submitting the Building Bridges Partnership Grant application, supporting community events, and preparing for the October Great ShakeOut.

Communicable Diseases & Epidemiology Report

Q3 2026

Communicable Diseases & Epidemiology Report and Personnel



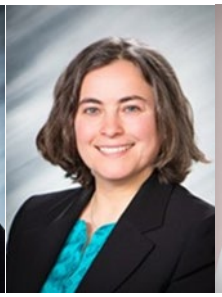
Elizabeth Austin

Regional Epi & Biostatistician



Alissa Sindelar

PHN II: TB & CD Specialist



Jenny Ezpeleta

Regional Assessment Coordinator



Sandy Mendoza

PHN II: TB & CD Specialist

Division Highlights:

- Initiated the development of more concise and robust tools and algorithms for on duty personnel to more effectively respond to high consequence disease concerns during non-business hours
- Strengthened community partnerships to enhance public health education, improve preparedness, and facilitate timely, coordinated responses to emerging health concerns.

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.*

Case Investigations:

In September of 2026, the CD Team conducted 87 case investigations

47 Sexually Transmitted Infections (STIs):

- 1 was transferred to another jurisdiction
- 8 were classified as not reportable
- 38 were confirmed for Chelan & Douglas Counties

Top 3 Notifiable Conditions (September, Quarter 3)	Number of Cases
Chlamydia	30
Calls concerning Rabies	15
Syphilis	5

42 Notifiable Conditions:

- 10 were confirmed for Chelan & Douglas Counties
- 25 were classified as not reportable or ruled out
- 7 are still under investigation

Overdose Reporting:

No overdose events were formally reported to CDHD during September 2026.

Absenteeism and Outbreaks

No absenteeism reports were received by CDHD in September 2026. A COVID-19 outbreak was declared by CDHD in a facility in September.

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.*

Regional Epidemiologist Updates

The Chelan-Douglas Health District has updated its Regional Viral Respiratory Illness Data Dashboard to provide expanded surveillance of respiratory illness activity across Chelan, Douglas and Okanogan counties. The dashboard monitors emergency department (ED) visits and hospitalizations associated with COVID-19, influenza, respiratory syncytial virus (RSV), and acute respiratory illness (ARI). The updated dashboard is available on the CDHD Regional Viral Respiratory Surveillance Data Dashboard webpage. The dashboard will be updated weekly on Thursdays throughout the peak respiratory illness season. Recent enhancements include the addition of ARI hospitalization data and historical age-stratified ED visit and hospitalization data from previous respiratory seasons. These improvements allow users to compare respiratory illness trends across seasons and better understand the impact of respiratory viruses on different age groups.

The 2026–2027 respiratory illness surveillance season began October 4–10, 2026 (CDC Week 40). This season, the dashboard incorporates disease activity thresholds derived from historical regional surveillance data from Chelan, Douglas, Okanogan, Grant, and Kittitas counties. These thresholds provide reference points for evaluating current respiratory illness activity relative to regional baseline levels.

Acute Respiratory Illness Threshold	14.5% of ED visits
Respiratory Syncytial Virus Threshold	0.5% of ED visits
Influenza Virus Threshold	1.5% of ED visits
COVID-19 Threshold	1.1% of ED visits

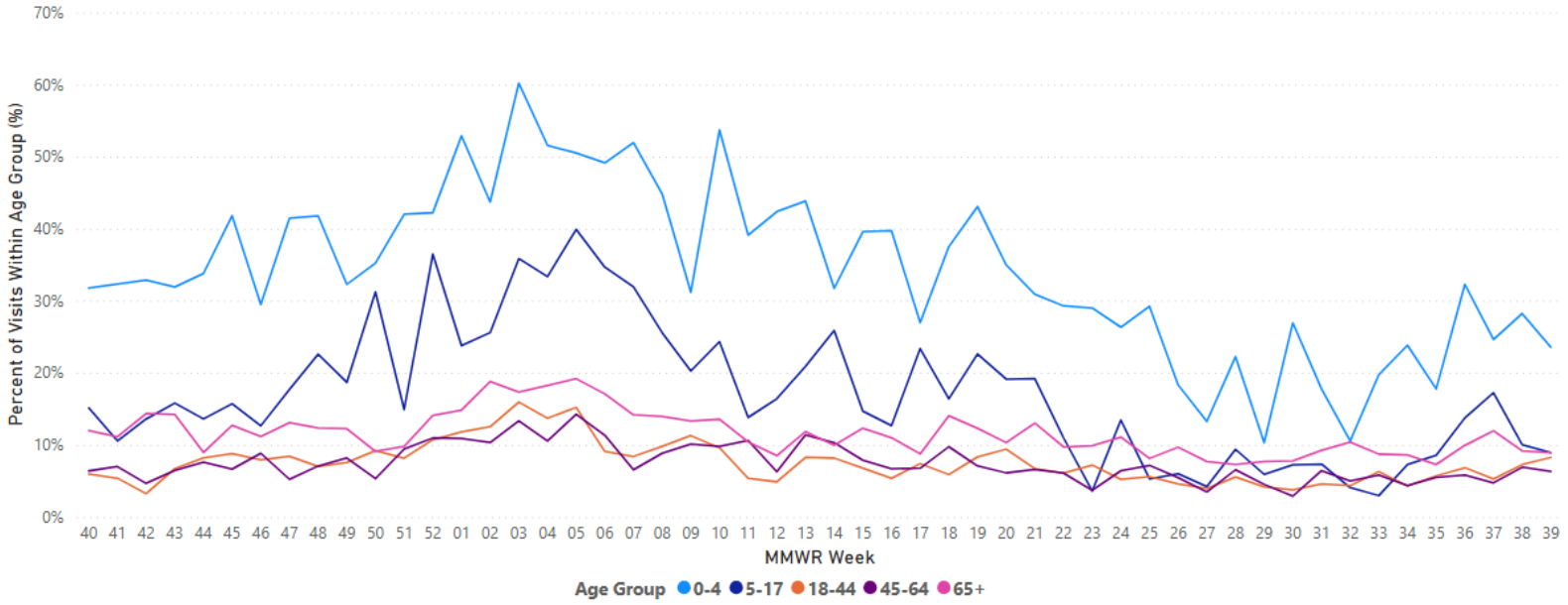
These thresholds represent the percentage of emergency department visits associated with each respiratory illness indicator and will help identify periods of elevated disease activity throughout the respiratory season. When one or more disease activity thresholds are exceeded, CDHD recommends heightened respiratory infection prevention measures in healthcare settings.

Healthcare Visits | Visits by Age Group

ARI | COVID-19 | Influenza | RSV

Emergency Department Visits | Hospitalizations

2024-25 | 2025-26 | 2026-27



The data is displayed by MMWR week, with each week starting on Sunday and ending the following Saturday.

Chelan-Douglas | Okanogan | Regional

Regional data includes Chelan, Douglas and Okanogan counties combined.

Communicable Diseases and Epidemiology Report

Q3 2026

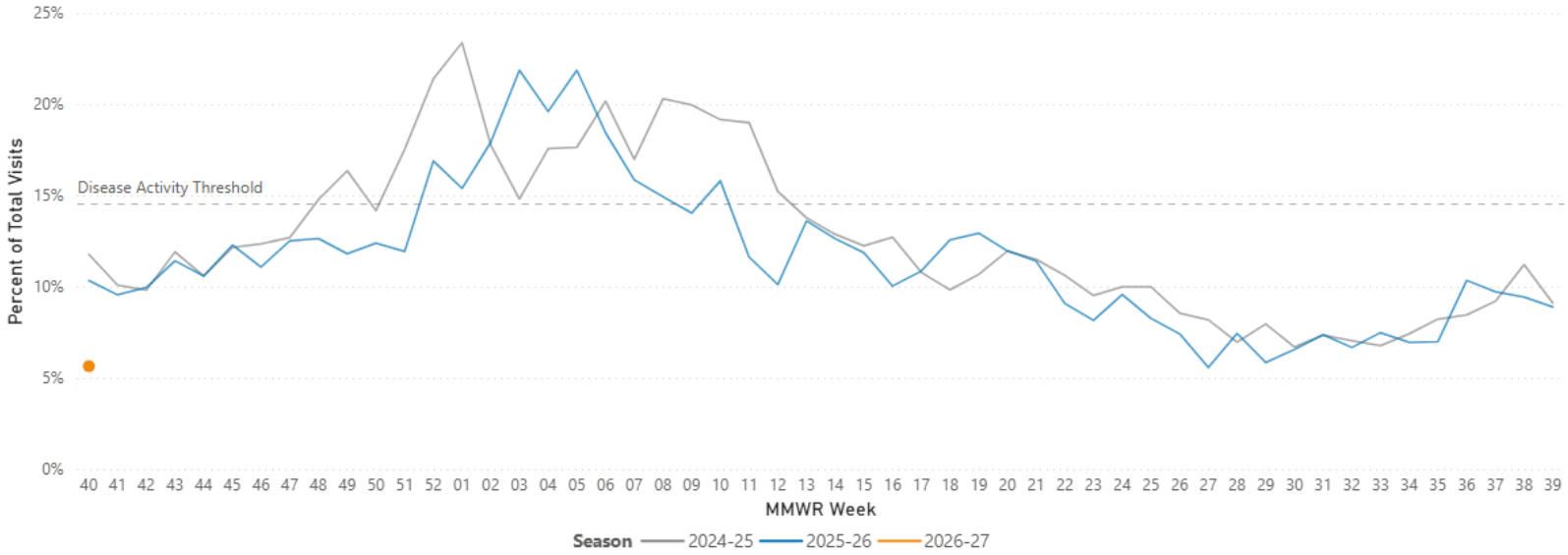
Healthcare Visits | Visits by Age Group

ARI | COVID-19 | Influenza | RSV

Emergency Department Visits | Hospitalizations

Percent of Emergency Department Visits for Acute Respiratory Illness (ARI) — Chelan-Douglas

Disease Activity Threshold 14.5%



The data is displayed by MMWR week, with each week starting on Sunday and ending the following Saturday.

Chelan-Douglas | Okanogan | Regional

Regional data includes Chelan, Douglas and Okanogan counties combined.

Communications & Outreach Report

Q3 2026

Communications and Outreach Report and Personnel



Miriam Pamatz *Communications & Outreach*

Adelaida Caballero *Outreach Coordinator*

Highlights

- Promoted Sun Bucks Campaign on social media, radio, outreach events, and distributed flyers to public libraries in Chelan & Douglas County.
- Partnered with 2nd Harvest and Wenatchee Serve to host 2nd Harvest Food Distribution event at Town Toyota Center: 288 families received nutritious food, 7,446 meals were provided, & 25 people donated their time to distribute food to the community
- Collaborated with La Pera Radio for an informative video on N95 masks, a radio podcast promoting Sun Bucks, informative video on dangers of driving under the influence
    - Click here to watch the N95 English video
    - Click here to watch the N95 Spanish video
    - Click here to watch the Spanish Sun Bucks podcast
    - Click here to watch the English video on dangers of driving under the influence

Partnerships

- CVCH partnership for mobile agriculture clinics during the summer to promote nutrition
- FPHS: LHJ Language Access Collaborative
- Video interviews/podcast with La Pera Radio
  o N95 masks
  o Don't Drink & Drive o Sun Bucks
  o 2nd Harvest Food Distribution

Radio interviews and ads

Six radio ads (in English and Spanish) ran during third quarter.

- Wildfire Smoke
- Immunizations

- Sun Bucks
- Strong Steps for Healthy Aging
- 2nd Harvest Food Distribution
- Meet Me at 9/24 Event

News Releases

- Chelan-Douglas Health District Monitoring Multistate Cyclospora Outbreak
- Rise in Pertussis Cases
- Chelan-Douglas District Board Declares Smoke Emergency for Chelan and Douglas Counties

Outreach Events

- 7/11: It takes a Village @ Pybus, Wenatchee
- 7/22: CVCH Ag. Mobile Clinic @ Migrant Camp, Monitor
- 7/29: CVCH Ag. Mobile Clinic @ Dovex, Chelan Falls
- 7/30: National Night Out @ Eastmont Park, East Wenatchee
- 7/30: National Night Out @ Waterville
- 8/8: CVCH Back to School Health Fair @Wenatchee
- 8/15: Back to School Health Fair @Manson
- 8/20: Community Block Party @Leavenworth
- 8/28: NCW Fair @Waterville
- 9/11: Chelan County Fair @Cashmere
- 9/11-12: Fiestas Mexicans @Wenatchee
- 9/15: CVCH Ag. Mobile Clinic @Sage Bluff, Malaga
- 9/19: United for Family Health @CAFE, Wenatchee
- 9/29: 2nd Harvest Food Distribution @TTC, Wenatchee

Environmental Health Report and Personnel

Food and Living Environment



Dominique Gilley

Supervisor



Reid Brownlee

Inspector



Giovanni Cervantes

Inspector



Lisa O'Daffer

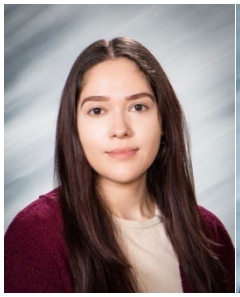
Inspector



Ericka Bentancourt

Inspector

Onsite, Land-use, and Drinking Water



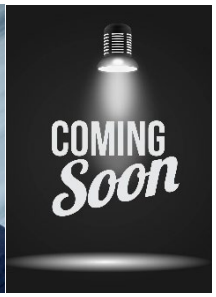
Juanita Garibay

Supervisor



Dom Cimmiyotti

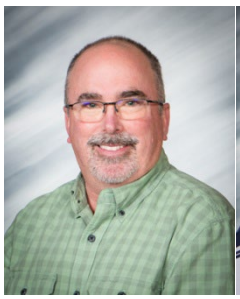
Inspector



OPEN

Inspector

Solid Waste



Brian Dickey

Supervisor



Javier Ramos

Technician



Karina Castro

Health Educator

Environmental Health Report

Q3 2026

Food and Living Environment

Work continues surrounding historical permitting of an establishment operating multiple businesses through a single permit/license.

Supervisor, Dominique Gilley and Ericka Bentancourt have begun auditing the Food Program for FDA Program Standard Compliance.

A local establishment with an attached food permit recently burned requiring emergency fire personnel, requiring response and oversight prior to re-opening from the local health jurisdiction.

Legionella continues to be present within the community, with the Food Program continuing to address and assist in remediation in a local assisted living facility.

Onsite-Wastewater

Juanita Garibay has accepted and filled the role of On-Site Wastewater Supervisor for the Chelan-Douglas Health District.

The On-Site Wastewater program continues to prepare for implementation of the Operations and Maintenance Program in 2027.

Solid Waste

The Solid Waste Program continues to address a recurrent solid-waste violation with fines totaling $25,000.

The Solid-Waste supervisor continues to aid the on-site wastewater team during a transition of leadership.

An unpermitted landfill in Chelan County was identified.

Statistics and Data

Food Program Essential Data				
	July	**August**	**September**	**Total**
Routine Inspections	68	43	78	**189**
Pre-Opening Inspections	1	7	10	**18**
Plan and Menu Review	6	19	13	**38**
Temporary Event Permits	9	67	30	**116**
Exempt Temporary Event Permits	0	0	0	**0**
Complaints	16	30	6	**52**

Environmental Health Report

Q3 2026

Water Recreation Program Essential Data				
	July	August	September	Total
Routine Inspections	45	65	1	**111**
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				
	July	August	September	Total
Facility Inspections	12	6	3	**21**
Solid Waste Complaints	31	12	16	**59**
Misc. Complaints	13	20	11	**44**
Blood-Lead Investigations	-	-	5	**5**
PPA Visits/Screening	13	0	0	**13**

On-Site Wastewater Essential Data				
	July	August	September	Total
Septic System Reviews	68	34	44	**146**
OSS Permits	58	28	37	**123**
Project Reviews	10	6	7	**23**
Drinking Water Reviews	18	3	6	**27**
Private Water Reviews	18	3	6	**27**
Public Water Reviews	0	0	0	**0**
Land Use Reviews	10	1	0	**11**
Plat/CUP Reviews	6	8	8	**22**
Mylar Reviews	2	1	0	**3**
Misc. Reviews	2	0	2	**4**
Field Inspections	53	38	45	**136**
Occupancy Approvals	34	27	30	**91**
Complaints	0	0	5	**5**

Administrator's Report

Q3 2026

Chelan-Douglas Health Administrator's Update





Corey Lawson

Interim Administrator

Tammy Miller

Deputy Registrar & Public Records Officer

Organizational Governance and Administration

Policy review continues while utilizing H.O.P.E. Program (Healthy Outcomes Positive Experiences) principles. An updated Human Resources Policy Book is expected by the end of Quarter 4, 2026, with edits and incorporation into the employee handbook by the end of Quarter 1, 2027.

The implementation of employee success plans has begun with the expectation that all new-hire or transitioning employees will have an outlined roadmap to success and growth within the agency.

The Chelan-Douglas Health District continues to partner with Firefly IT & Cybersecurity to address risks and procedures when utilizing AI (Artificial Intelligence) in the workplace. Recently, Firefly partnered with the Chelan-Douglas Health District to provide AI training to all staff members on September 30th, 2026.

Funds and Monitoring

Unstable funding streams continue to threaten translation services previously provided by Seattle/King County at no charge. Until further notice, the Chelan-Douglas Health District will bear the financial burden of translation services effective January 1st, 2027.

Washington state's financial health continues to be a concern with unknown but expected impacts to FPHS funding in 2027. FPHS funding represents approximately 32 percent of annual revenue for the Chelan-Douglas Health District. Additional information will be provided as available during Quarter 1 of 2027.

The Chelan-Douglas Health District utilizes over 150 software systems. Fiscal and Operations continues to audit software solutions to address overlaps and reduce expenditure.

Fiscal and Operations is responsible for over $200,000 in savings which will be fully realized in calendar year 2027.

Budget preparations for calendar year 2027 continue.

Staffing Updates

Interviews for the Communicable Disease Director are set to begin during the week of October 26th, 2026.

The On-Site Wastewater Supervisor position has been filled by Juanita Garibay. Juanita Garibay previously served as an Environmental Health Specialist at the Chelan-Douglas Health District.

Contract Updates

Review of RFPs for IT services continue with an anticipated presentation at the November 2026 Board of Health Meeting.