BOARD OF HEALTH MINUTES
REGULAR MEETING
Wednesday, March 18, 2020

THIS MEETING WAS CONDUCTED BY REMOTE PARTICIPATION DUE TO THE CORONA VIRUS PANDEMIC

MEMBERS PRESENT: Pete Daggett, Johnna Exner, Howard Hambleton, Elbert Koontz, Steve Parker, John Ridlington, Karen Skoog

MEMBERS ABSENT: Dcn Dashiell, Steve Kiss

STAFF PRESENT: Sam Artzis, M.D., Judy Hutton, Kelly LeCaire, Jon Ness, Matt Schanz, Logan Worley

GUESTS: Andrew Engell, Mary Selecky

CALL MEETING TO ORDER: In the absence of the Board Chair and Vice Chair, Commissioner Karen Skoog called the meeting to order at 10:05 a.m. A quorum was present.

INTRODUCTIONS: Introductions were made by all.

CONSIDERATION OF MINUTES OF JANUARY 15, 2020: Elbert Koontz moved, and John Ridlington seconded the motion to approve the minutes of January 15, 2020.

Steve Parker joined the meeting at 10:07 a.m. Steve P. abstained. Motion carried.

Johnna Exner joined the meeting and began chairing the meeting at 10:08 a.m.

CORRESPONDENCE AND INFORMATION: There was no correspondence to the Board.

PUBLIC APPEARANCES: No public appearances were pre-registered. Matt Schanz noted that the notice of this meeting being conducted by remote participation was sent to media and posted on the Northeast Tri County Health District (NETCHD) website to meet requirements for open public meetings.

ADDITIONS OR CHANGES TO AGENDA: There were no changes to the agenda.

PUBLIC COMMENT: There was no public comment.
VAPING RESOLUTION COMMENT REVIEW: Matt Schanz provided background information. At the January 2020 BOH meeting, staff presented a proposed resolution for BOH consideration that was intended to prohibit vaping of any substance in indoor public places and places of employment, applicable in both incorporated and unincorporated areas of Ferry, Pend Oreille, and Stevens Counties. The proposed resolution added vaping to the pre-existing Smoking in Public Places Law (RCW 70.160) to prevent secondhand inhalation of chemicals/substances contained in vaping products. During the meeting, the BOH felt that additional modifications to the resolution were warranted.

Listed below are comments received from three BOH members:

- Since RCW 70.160 has all the definitions and we are only adding vaping to be included under that law I don’t think we need to provide any more language. The whereas’s could be shorter but they do make our case for the resolution.
- The resolution is to restrict vaping (in public places) is logical, especially after the products have been positively connected to serious health issues.
- Remove excessive whereas’s and some modifications to clarify intent are needed.

Comments from one BOH member indicated that after careful review by the Stevens County Board of Commissioners, the resolution would not be supported. Specifically, the comment was:

- “The Stevens County Board has reviewed and discussed the proposed vaping resolution for NETCHD. Stevens County will not support the resolution and instead will leave any vaping restrictions to private choice. This for us is the most prudent and conservative course especially in the absence of any clear consensus from our state and national government entities.”

Per Article VI, Section 3 of the NETCHD Charter and Bylaws, an “affirmative vote from one county commissioner from each respective county is required for decisions relating to regulations...” With the desire of Stevens County not to establish a resolution, it is possible to craft a BOH resolution to address vaping in public places in Ferry and/or Pend Oreille Counties. A draft resolution, incorporating prior suggestions from BOH members, has been provided for BOH review. Matt would like BOH direction on the desires of Ferry and/or Pend Oreille County to proceed with a resolution about vaping in public places. One option would be to proceed with a resolution that includes incorporated and unincorporated areas of Ferry and Pend Oreille Counties only, excluding Stevens County. Another option is to leave it as a tabled resolution. Johnna Exner suggested leaving it as a tabled resolution for now. Karen Skoog agreed that this is not the time to go through this now.

Karen Skoog moved, and Pete Daggett seconded the motion to table the discussion regarding a vaping in public places resolution for a later date. Motion carried.

John Ridlington doesn’t understand why this is such a difficult thing to do. He believes it seems simple to follow the state rule. Johnna said it’s not that we don’t agree with it, it puts two counties in a difficult position if Stevens County doesn’t want to participate. John stated that he does not agree with the decision made by Stevens County Commissioners. Matt will work with the BOH at a later date. He noted that the mechanisms for outreach, enforcement, education etc. are grant covered. Matt noted that no local dollars are used for smoking, vaping and marijuana.
WIC SUNCREST CLINIC UPDATE: Judy Hutton reported that NETCHD received state approval to begin offering WIC services in Suncrest. NEW Health Programs (NEWHP) is allowing us to use a clinic room at their Nine Mile Falls facility. NEWHP has allowed us to use a clinic room at their Chewelah and Springdale facilities to provide WIC services. All WIC services are being done over the phone, across the state due to COVID-19.

LOCAL SOURCE CONTROL PARTNERSHIP PROGRAM: Jon Ness reported that the Department of Ecology offers a Pollution Prevention Assistance Program that provides funding for staff time and additional resources to proactively work with businesses on pollution prevention. This is a non-enforcement proactive approach to work with businesses to assist them with being properly prepared if spills were to occur at their business.

Elaine Snouwaert from Ecology has agreed to attend the May BOH meeting to provide a brief presentation about the program and answer questions. This is an opportunity to develop funded expertise and resources that will make our communities safer and healthier.

Steve Parker asked if this is the same program the BOH considered a year or so ago? Jon said yes, it was previously discussed. Matt Schanz noted that when it was discussed previously, it was a rushed process because of deadlines to submit for the program. Steve P. recalls discussion and concerns about participants and the need for details regarding data collection, etc. Matt said the state is allocating funds, and there are tangible benefits. Matt is unsure of which direction to go with this as well and agreed that we need to learn more.

RESOLUTION 02-2020: REGARDING A WORKPLACE WELLNESS PROGRAM: Matt explained that NETCHD approved the “Health Counts Wellness Program” on January 9, 2008. This wellness program was established to assist and encourage employees in developing and maintaining a healthy lifestyle to promote both physical and mental wellness. A main provision of the program was implementation of a paid day off when employees completed and documented healthy lifestyle activities. It also created a wellness committee.

This program has been ongoing since that time with few modifications. With the switch to the Association of Washington:on Cities (AWC) Employee Benefit Trust at the beginning of the year for health benefits and promotional programs, we are taking the opportunity to update our wellness program using the platform provided by AWC under the “WellCity Standards”. Using these standards, our program goals and associated activities will be updated, and it allows our eligibility for medical plan premium discounts.

As part of the standards, NETCHD must have a resolution reaffirming our commitment to a workplace wellness program. In addition, we need to have a documented policy that outlines the parameters of the wellness program and committee. Matt provided both documents for BOH review.

Karen Skoog moved, and Steve Parker seconded the motion to approve Resolution 02-2020: Regarding a Workplace Wellness Program. Motion carried.
CORONA VIRUS UPDATE: Matt Schanz noted that involved staff (Dr. Artzis, Molly Corvino, Judy Hutton, Jon Ness) have been phenomenal. Currently we don’t have any positive cases within our three counties, though there are considerably more tests that are still pending. There has been at least one positive case in Grant, Lincoln, Okanogan and Spokane Counties. Matt indicated that our current focus is on who needs to be tested. Matt said Dr. Artzis was instrumental in early testing by going out himself as to not disrupt the medical system. We are also focused on readying ourselves for when we do have positive cases.

NETCHD is trying to provide our communities with guidance and education regarding gatherings and social distancing. Currently the gathering threshold is 50 individuals and an order that discontinued dining-in at restaurants, bars, etc. We have done outreach with those affected businesses. We are offering public health guidance to the many callers from organizations with questions about workplace standards; and if someone comes to work sick etc.

Dr. Artzis is impressed with actions taken with work flows in the hospitals and clinics in Newport and Republic. NEW Health Programs (NEWHP) in Chewelah and Colville have testing available and Providence Mt. Carmel Hospital will have drive-up testing available on Monday. He is hoping for better testing, as the criteria to test has been loosened up a bit, allowing for more testing to take place. The turnaround is currently about 5-7 days, which has made things challenging from a clinical standpoint. Apparently, a glitch at the lab caused the delays. The hope is that the closures of businesses and schools will help with containment. Dr. Artzis noted that the virus is coming here, if it isn’t already. Things are changing rapidly, and everyone is working to stay ahead of it but not over react. He encouraged everyone to be patient and to follow the recommended guidelines.

Karen Skoog talked about the model of the curve and understanding that we need to flatten the curve. This two-week time-period will help, but won’t there be more curves after that? Is the strategy to hope the curves are less and less? Dr. Artzis indicated that we are three weeks delayed from the peak that the westside is experiencing. The reality is that how this will look remains to be seen. Other countries are seeing secondary peaks and there will be hotspots across the country.

Steve Parker asked if what we are seeing in other countries that were early, particularly China, are they on the downhill slide? He asked if we are looking at six months? Dr. Artzis said if the mitigate plan works for us, it could be as early as June, or as late as August, but more have said July and August. We are on the front of this and a bit behind other areas. This is the calm before the storm. Matt said one of the things that we really tried to look at when the first modeling came out this weekend was to demonstrate trajectory without intervention and where we would find ourselves. He talked about the ability of medical facilities to try and deal with this. We need to give medical facilities time to deal with this and hopefully space this out. By using their calculations, If we do nothing by the end of April, there would be 543 cases in our three counties and approximately 100 people would need medical care. Our medical facilities would not be able to handle that. There are intervention strategies and various levels of things that we can do to hopefully lessen that curve.
Steve Parker talked about business interruption and the possibility that financial impact could be more significant and longer lasting. As he drives through town he sees tables set up outside etc. and asked about the rationale. Dr. Artzis explained that social distancing was based on a model in South Korea. Social distancing is very much a public health and medical decision. He has talked with a wide variety of businesses. These decisions are not made lightly, and we do understand the implications. A great deal of discussion has taken place to help businesses to stay open, but it is getting more difficult.

Steve P. asked other counties what they have done to maintain social distancing. Johnna Exner said some Ferry County offices have put drop boxes out, some see if they provide the service over the phone. Ferry County offices are virtually shut down. Karen Skoog said Pend Oreille County is undergoing cleaning and have installed plexiglass sneeze guards. Staff have undergone cleaning education. Employees received protocol on staying home if they are sick. Large red alert signs have been placed on doors asking if business can be done by phone or email. There is a limit on the number of people that go in a room. Only one commissioner will be at the office at once with the clerk. Others will join remotely.

Dr. Artzis said we are hearing that people are coming here from the westside trying to avoid it. Johnna talked about the grant opportunity for housing etc. Dr. Artzis said if we look at buildings to purchase, rent, etc. it’s going to have to accommodate non-hospital patients, and would need separate bathrooms, which is why hotels are ideal. We must think about numbers and monitoring, etc. Steve P. said this is specific to homeless and a hotel is the best option because they are self-contained. Stevens County is working with Rural Resources. Matt said this has happened quickly. The Department of Commerce has grant provisions that require approval by the local health jurisdiction (LHJ). NETCHD environmental health staff are looking at building possibilities. We have some preliminary guidelines and are trying our best to offer recommendations. Karen said the lead agency for Pend Oreille County is the Family Crisis Network. They are looking at a hotel for Pend Oreille County. Karen asked if the LHJ can help with problems such as laundry and cleaning, that should be done professionally. Johnna indicated that if Ferry County purchased a building, it will have to stay in designation for low income, or homeless. A detailed plan would need developed for cleaning, food, laundry, etc. Johnna doesn’t think it’s strictly for homeless. Dr. Artzis said most of these people will be considered homeless, even if they are traveling, etc. This is for people that are suspected and sick, but not sick enough to be in hospital.

RESOLUTION 03-2020: UPDATING FEE SCHEDULE FOR NORTHEAST TRI COUNTY HEALTH DISTRICT: Jon Ness explained that the current fee schedule has three temporary permit fee categories but only two permit fees. Environmental health staff have revised the temporary food inspection policy by simplifying the breakdown into two permit categories. This makes it easier for the public to understand and less confusion for staff when issuing permits. This is not a new fee or increase in any fee. The proposed revision combines two categories that had the same fee into a single category.

Steve Parker moved, and John Ridlington seconded the motion to approve Resolution 03-2020: Updating Fee Schedule for Northeast Tri County Health District. Motion carried
Dr. Artzis appreciates efforts being made during the coronavirus situation. He left the meeting at 11:14 a.m.

SOLID WASTE FEE REVIEW PROCESS: Jon Ness indicated that at the March 2018 BOH meeting, there was discussion about solid waste program fees that had not been adjusted since 1999, and that an in-depth collaborative review of the fees would follow. Due to change in staff, this process was never completed. One of Jon's goals for this year is to renew the evaluation of NETCHD solid waste program fees. This will be a collaborative process working with solid waste managers and other entities that involve permitting and NETCHD oversight. The current permit fee structure does not adequately reflect the various types of application and permit reviews, as there is only one fee for any type of solid waste permit review.

Steve Parker asked if landfill fees would increase in Stevens County. Jon said the fee structure will be evaluated as more refined fees are needed. Matt Schanz said there is an inspection fee and operating fee. We need to look at charging appropriate fees as well as evaluate efficiency, such as providing the transfer station and landfill one invoice instead of charging a fee four times per year.

LEGISLATION UPDATE: Matt talked about the funding gap from vaping and Group B dollars. There will be backfill dollars from Foundational Public Health Services (FPHS) from the state general fund and Group B dollars in the final budget. There was $20 million in emergency funding for COVID-19 with a large portion for the medical system. We haven’t been notified how much public health will receive. Our current estimation for NETCHD staff time and efforts spent on COVID-19 is $45,000 per month which we will seek reimbursement for.

Jon provided updates on statewide environmental health rule-making as follows:

Keeping of Animals: The State Board of Health (SBOH) is considering revisions to WAC 246-203-130, Keeping of Animals, originally developed in the 1920s. The draft update retains the rule’s purpose for proper animal waste handling to maintain sanitary conditions and to prevent nuisance. The draft revisions focus on key control points for domestic animal waste that complement and reference related laws and rules. The draft rule is written as a tool that local agencies and state agencies may implement and enforce as needed and as resources allow. SBOH worked on the rule this past year and filed a new CR-101, WSR 19-21-018. in October 2019 to align the rulemaking with SBOH policy direction. The Washington State Department of Health (DOH) circulated the draft rule for informal public review and comment. DOH extended the comment period through March 13, 2020. NETCHD sent in comments on the proposed rule language and how it would impact us. The rule applies to domestic pets as well as livestock.
On-site Sewage Systems: In January 2018, the SBOH directed DOH to begin the rule revision process for WAC 246-272A, the rule regulating on-site septic systems. In June 2018, DOH began having regular Or-site Rule Revision Committee (ORRC) meetings. At the final ORRC meeting on February 13, 2020, the major concerns were outlined by environmental health directors (EHDs):

- Local Management Plans: Requires all counties to formulate plans but no funding for non-Puget Sound counties.
- Land Development: Proposed language would require all sub-divisions to have a hydrological report with a nitrogen mass balance justification.
- Mandates LHJs to follow DOH Standards and Guidance, some of which are yet to be written. There is concern that these Standard and Guidance documents do not go through the public rule-making process, but LHJs will be required to follow them.

Food Safety: This rule revision process formally started in July 2018 with updates to amend existing sections and incorporate the new mobile food unit legislation. The implementation schedule has been extended and may not be effective until October 2020 or early 2021. The revision includes:

- Modification to require a Certified Food Protection Manager per establishment (does not need to be present at the establishment at all hours of operation)
- Date marking for food prepared on-site. 7-day service or discard date.
- Amends the rule to match the mobile food rule changes – distance to bathrooms and plan review requirements across jurisdictions.

HB 1860 requiring schools to develop a plan to prevent elevated lead levels in water used for drinking and cooking has stalled

SB 6342 aimed at combating levels of perfluorinated alkylated substances (PFAS) in drinking water has stalled.

HB 2265 would eliminate exemptions from restrictions on the use of perfluoroalkyl and polyfluoroalkyl substances in firefighting foam is on the governor’s desk awaiting signature.

COUNTY HEALTH RANKINGS: Matt Schanz reported that the County Health Rankings & Roadmaps produced by the Robert Johnson Wood Foundation have just been released. He hasn’t had a chance to look at them. He will send the links to BOH members. Matt noted that these reports are generated annually for all Washington counties and contain important health indicators.

RESOLUTION 04-2020: HONORING JAN STEINBACH, PUBLIC HEALTH NURSE: Judy Hutton informed the BOH that Jan Steinbach has been with NETCHD for 41 years working in the Pend Oreille and Stevens County offices. Jan is retiring on April 30, 2020. Mary Selecky said she began her career as administrator of NETCHD in January 1979. Later that year, Nursing Supervisor Jackie Franks told Mary about a newly graduated nurse named Jan Steinbach and said, “you need to hire her”. Mary hired Jan and said she has always been willing to step into tough situations. Jan has served NETCHD well for 41 years.
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Karen Skoog moved, and Steve Parker seconded the motion to approve Resolution 04-2020: Honoring Jan Steinbach, Public Health Nurse. Karen said Jan has been a great example in Pend Oreille County. Motion carried.

Mary Selecky thanked the NETCHD team led by Dr. Artzis.

CHAIRMAN REPORT: There was no Chairman report.

BOARD OF HEALTH MEMBERS REPORTS: Elbert Koontz said Ferry County is following regulations as a group and everyone is trying to get through this.

HEALTH OFFICER REPORT: There was no Health Officer report.

ADMINISTRATION REPORT: Matt Schanz submitted the administration report as follows:

Mental Health First Aid Trainings: We worked with Eastern Washington University to offer a local training on mental health first aid. We teamed with Rural Resources to host the trainings on February 26th (youth-oriented course) and 27th (adult-oriented course). A total of 73 people attended the trainings, including 11 from NETCHD.

Website Revision Process: We have developed and sent out a Request for Proposal (RFP) for revisions to the NETCHD website. The RFP’s are due by April 30, 2020 after which we will be going through a review process to select a vendor. A staff work-group has been meeting to assist with this process.

Employee Immunization Policy: Over the years, NETCHD has developed expectations of employee immunizations. However, there has not been a formal process for establishing expectations for new and existing employees as to their immunization status. We are working through the process to establish such a document. The purpose of this policy is to prevent communicable diseases that are vaccine preventable, to reflect the role of NETCHD as a leader in disease prevention by implementing the provisions of the policy, and to avoid risk of employee exposure and possible transmission due to contact with clients or infected materials from clients. The provisions of this policy will also assure the readiness of staff response to communicable disease situations or outbreaks. Unless otherwise allowed under provisions of the policy, it is an expectation of NETCHD that staff will be properly immunized against vaccine preventable diseases, which they may be exposed to while performing their work duties, or for which they may potentially expose clients.

Novel Coronavirus: As part of NETCHD’s overall response, administrative staff have been actively engaged in the emergency preparedness and response to the coronavirus pandemic. Notably, this has been meeting with community partners, talking with groups about response planning, issuance of media releases, posting content/resources on the NETCHD’s webpage, and fiscal tracking of the cost of the response.

Enduris: As a board member of Enduris (a risk/liability insurer), Matt attended a national conference March 1-4, 2020 on risk liability.
COMMUNITY HEALTH REPORT: Judy Hutton submitted the community health report as follows:

**Coronavirus:** Coronavirus is requiring a great deal of staff time. The information is changing daily, and staff are working hard to keep themselves informed as the outbreak evolves.

**Rural Children’s Immune Outreach:** There have been some logistical questions that have arisen within the Providence health care system, consequently this project has been put on hold while these questions are being addressed.

**Satellite WIC Clinic:** Plans are moving forward with offering WIC services at the NEW Health Programs (NEWHP) clinic in Nine Mile Falls. NETCHD WIC staff visited the clinic and talked with NEWHP staff. It was mutually decided to offer WIC services on the second Monday of each month at that location. NETCHD will be sending a WIC certifier to provide services, with the potential of adding a second WIC certifier when the caseload increases. This determination could take a few months as we are unsure about how many people will request services at this location.

**Health Equity Nicotine Cessation Project:** NETCHD received word on the proposed budget amount; plans are moving forward to begin the hiring process for a care navigator.

ENVIRONMENTAL HEALTH REPORT: Jon Ness submitted the environmental health report as follows:

**Recent Illness Investigations:**
- Shigellosis – we had a single case. Shigellosis is unique in that the only hosts are humans. We are unable to determine how this individual became infected.
- Follow up – a family suffered burning sensations in the mouth area after consuming cereal.
  - DOH pesticide division obtained a sample for testing. The results were negative for all analytes tested.
  - Food and Drug Administration (FDA) acquired the remaining product for testing. The results were negative for all analytes tested.

**Country Hills Mobile Home Park:** At the last BOH meeting, we reported that DOH was progressing with enforcement fines with the owner of Country Hills Mobile Home Park concerning the ongoing operation of the Large On-site Sewage System (LOSS) in violation of applicable laws concerning operating permits and a certified operator. (RCW 70.118B.30, RCW 43.05.100 and WAC 246-272B). In February we received correspondence that the owner was proceeding with a settlement proposal with DOH.

**PacWest Silicon Smelter, Newport:** NETCHD continues to monitor for updates. There have been no updates since the last BOH meeting.

**Northport/Environmental Protection Agency (EPA) Lead Soil Testing Update:** EPA continues to work on the Human Health Assessment and anticipate releasing a report in late March or early April. The initial findings seem to indicate that the levels at the next closest community of Marble are not at a significant level.
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City of Colville Waste Streams: We are continuing to work with the City of Colville on their options for appropriate disposal of yard, street, and wood debris. They have coordinated with a private entity to process wood debris and transport it to the Avista Generating Station. The street sweepings have been tested and the results did not identify any contaminants of concern. The yard and leaf debris are the remaining items we are working with the City on for appropriate disposal options.

ANNOUNCEMENTS: Matt Schanz thanked everyone and said we are in this together and should take care of one another.

PAYROLL AND VOUCHERS: Attached to these minutes are benefits and payroll amounts from February 5, 2020 through March 5, 2020; and voucher amounts from January 15, 2020 through March 5, 2020.

ADJOURNMENT: Chair Johnna Exner adjourned the meeting at 11:35 a.m. The next regular meeting of the Board of Health of Northeast Tri County Health District will be on Wednesday, May 20, 2020 in Pend Oreille County. Matt said it may be necessary for remote participation for the May BOH meeting.

Respectfully submitted,

[Signature]
Samuel A. Artzis, M.D., Health Officer

By: [Signature]
Kelly D. LeCaire, Executive Secretary

[Signature]
Johnna Exner, Chair
Northeast Tri County Health District

The following voucher/warrants are approved for payment:

2020

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