

MINUTES

SNOHOMISH DISTRICT BOARD OF HEALTH
Meeting of August 11, 1959
1:30 p.m.

Present Members, Messrs. Kraetz, Culmbach, Gebert, Johnson, McCollum, Stocker, and Wyatt. Also Doctor Knipe, Mr. Neil Pinkerton, from the University of Washington, Miss Langslet, Miss Platt, Mr. Stockton, and Mrs. Rands.

Minutes Mr. Gebert moved that minutes of last meeting, as previously circulated, be adopted; seconded by Mr. Wyatt and carried.

Auditing Committee Mr. Kraetz appointed Dr. Stocker and Mr. Culmbach to audit vouchers as submitted for payment.

Merit System Dr. Knipe stated that a written opinion had been received from Board Attorney, William Ingram, to the effect that an amendment to the agreement between the County and the City in creating the Health District with respect to Civil Service rights of former City employees could be made by the City with the approval of the County Commissioners.

Letters from Mr. Lefler and Dr. Millard to the Board of Health were read which requested consideration of the Merit System for Health District employees in lieu of City Civil Service for former City employees.

Mr. Stockton reported that a meeting had been held of the Sanitation Division staff. It was the consensus of the sanitarians that the matter of retention of rights could satisfactorily be settled by the creation of a Board of Review. Dr. Knipe reported that he had consulted Mr. Ingram on this point and that Mr. Ingram had dictated a rough draft of a satisfactory addition to the proposed Merit System, making provision for such a Board of Review. Mr. Johnson stated that he had been consulted by the affected sanitarians and that he would be in agreement with such a provision. Dr. Knipe was requested accordingly to amend appropriate paragraphs of the Merit System proposal, submit it to Mr. Ingram for advice, and present a complete proposed Merit System to the Board at its next meeting. It was also suggested that the advice of Mr. Leslie Cooper, City Attorney, be obtained in the matter.

Prostitution Health Officer reported that he had information that due to action on the part of one of the Deputy Prosecuting Attorneys, the house of prostitution referred to at the last meeting had ceased operation but that the operators had moved to a new location. This information had been turned over to the Deputy Prosecutor.

Auto
Purchases

The committee composed of Messrs. Johnson, Culmbach and McCollum reported that as a result of the advertised call for bids and a meeting of the committee, held August 10, they recommend acceptance of Walsh-Platt Motors bid for nine (9) 1959 Plymouth Club Sedan automobiles at a total price of \$19,118.52; no down payment; \$59.01 per unit per month for 36 months, delivery 20 days from receipt of order.

After discussion, moved by Dr. Stocker, seconded by Mr. Gebert, that this bid be accepted. Carried. Dr. Knipe was requested to arrange for publicity on acceptance of this bid as an economy measure in that cars were being purchased for staff use, in lieu of paying mileage would in fact exceed anticipated costs of Health District owned vehicles.

Budget
Amendment

Transfer of funds was requested as follows:

(a) Capital Outlay:

Item, 5 used cars (approximate cost each including rework, \$225 each), (\$1,175) to be changed to read 9 new Plymouth Club Sedand (\$1,175), part payment.

(b) Maintenance and Operation:

Transfer \$1,000 from Auto Maintenance to Capital Outlay "9 new Plymouth Club Sedans."

Mr. Gebert moved that budget be so amended; seconded by Mr. Culmbach. Carried.

New
Staff

Dr. Knipe requested approval of his appointments of the following nursing staff, together with necessary budget changes:

Effective 8-10-59, Mrs. Mary Hammer, reduce 1 PHN Salary from \$364 to \$334 monthly.

Effective 8-24-59, Mary Patricia Ellis, reduce 1 PHN Salary from \$380 to \$364 monthly.

Effective 9-1-59, appointment of Mrs. Lela Ward as Head Nurse @ \$414 monthly.

Effective 9-1-59, appointment of Mrs. Agnes Conn, PHN \$380 monthly.

Mr. Culmbach moved that these appointments be approved; seconded by Mr. Wyatt and carried.

Salaries
Transfer
of Funds

Doctor Knipe requested approval of the Board to transfer unused funds from Salary item "5 P.M.N.s @ \$380 monthly" in the total amount of \$760 to Salary item "Extra Help." Mr. Gebert moved that transfer of funds be so authorized; seconded by Dr. Stocker and carried.

Water at
Emander Dump
Site

The Contractor at the Emander Dump site had requested consideration of the County running a water line from across the street under the road, and installation of a hydrant at the dump site. Mr. Stockton stated that he had obtained approximate cost figures in the amount of \$95 for making the connection and installing meter plus cost of installing the main. The County Commissioners present said that they would undertake this responsibility to be financed out of the County Garbage Fund on the understanding that the monthly charge for water would be the responsibility of the contractor.

City Dump

Dr. Knipe asked for consideration by the City Commissioners of City of Everett setting up a dump fee in that the contractor at the Emander site had suffered a loss in revenue due to persons taking their refuse to the free City dump. After discussion the City Commissioners stated that in their opinion the time was not right for establishment of such a proposed fee at the City dump, and further that the whole matter of City refuse collection and disposal was under consideration.

Expense
Claim

Dr. Knipe requested approval of his claim covering cost of lunches on 6-26-59 for the County Medical Society Public Health Committee meeting with members of the State Health Department in the amount of \$11.70. Moved by Dr. Stocker, seconded by Mr. Wyatt, that this expense be allowed. Carried.

Polio Survey

Results of the May-June immunization survey were presented:

Age Group	National Averages	% Protected County Only	% protected City Only
Under 5 years	45%	50%	59%
5-19 years	?	83%	85%
20 - 39 years	30%	39%	48%
40 years plus	?	14%	15%
		<u>61%</u>	<u>66%</u>

It was evident that although in this area immunization is relatively poor in the preschool and young adult groups, we were significantly above the National average. An intensified education towards these groups will continue.

Plastic
Bags

Health Officer reported on a recent tragic death of an infant who suffocated on a plastic bag improvised as a mattress cover. This had been the second in this State in a total of over 70 in the nation this year. Plans for meeting with representatives of the dry cleaning industry and others using plastic bags, and informative material to parents was being prepared.

Reports

(a) Dental Hygienist:

Miss Jana Langslet presented an annual report for the period July, 1958 - July, 1959 as attached. She summarized her report and indicated that the response had been better than had at first been anticipated.

Expression of interest by questions and comments was evident by Board members.

(b) Sanitation:

Mr. Stockton presented and discussed his monthly statistical report.

(c) Financial:

As appended. Revenues and disbursements were within the budget.

Approval
of Accounts

Mr. Culmback moved that accounts as submitted be approved, as follows:

August, 1959 SALARIES	\$12,127.26
Second installment of City salaries	7,254.00
M & O	4,153.18

Mr. Gebert seconded the motion; carried.

Adjournment Meeting adjourned at 4 p.m.



2 copies of Snohomish District Board of Health meeting
held August 11, 1959 delivered to County Auditor's Office
on 8-21-59.

Received by Olga Nelson

SEACOMISH HEALTH DISTRICT

CALL FOR BIDS - Nine (9) New Business Coupes - August 6, 1959

BIDDER	Make	Year	(Cash) cost 9 units	Total Time Payment Cost	Downpayment Per Unit	Monthly Cost Each	9 Units	Deliver Date
HUTCHING MOTORS	Ford	1960	\$17,373.94	\$20,017.80	\$300.00	\$53.45	\$481.05 - 36 mos.	Oct 20
POLLESTAD-NASH & WESTERN-WAY RENTAL SYSTEMS	Rambler	*1959	\$14,976.00	\$18,315.00 \$18,878.76	\$ 56.50 43.68	\$56.50 43.68	\$508.50 - 35mos 393.12 - 47mos	10 day from receipt of order
	Ford Chev		Est. Specified	\$21,577.68 21,496.68	\$ 66.57 49.74	\$66.57 49.74	\$599.13 - 35mos 447.66 - 47mos	
WALSH-PLATT	Plymouth (Club Sedan)	1959	\$17,213.04	\$18,418.08	None	85.27	767.42 - 24mos	20 day
				19,118.52	"	59.01	531.07 - 36mos	from
				19,664.40	"	52.02	468.20 - 42mos	receipt
				19,977.60	"	47.25	416.20 - 48mos	of ord
WESTLAKE CHEVROLET	Chev	1959 **1960	\$16,948.26	\$19,675.08	\$200	\$55.17	\$496.53 - 36mos	?? Oct/15

* If available

** Not more than 5% increase over 1959 models

July 1, 1959

SNOHOMISH HEALTH DISTRICT

DENTAL HEALTH PROGRAM

Resume of the First 12 Months Activity

One year has elapsed since I became an employee of the health department in Snohomish County, and this seems to be a good time to tabulate and to critically evaluate the years work.

From July 1 to September 1958 my time was spent in setting up the Dental Health Unit program and becoming acquainted with the various agencies in the county. There were meetings with the Dental Public Health Committee of the County Dental Society to establish policies and technical methods, purchasing of equipment and supplies for the unit, remodeling of the chest x-ray unit, and organizing of the communities before the arrival of the unit. By September 15 all was ready, and work began in the unit in Gold Bar. All has progressed quite satisfactorily since that date with the exception of roof repairs, compressor troubles, broken water hose, and faulty electric cords. But with the help of maintenance men, principals, and Dr. Knipe all catastrophes were of short duration!

Following are the statistics from September 15, 1958 to July 1, 1959:

DENTAL HEALTH UNIT

<u>Place</u>	<u>Number of Children Beginning Treatment</u>	<u>Number of Children Completing</u>
Gold Bar	28	25
Sultan	41	38
Monroe	49	46
Snohomish	78	77
Clearview	32	32
Alderwood Manor	70	64
Mountlake Terrace	68	64
Lynnwood	50	43
Hillcrest - Lake Stevens	42	38
Mt. Pilchuck - Lake Stevens	23	23
Granite Falls	46	35
Darrington	41	40
Arlington	<u>58</u>	<u>55</u>
Totals	631	*585

Total number of children not completing series 46 or 7.3%

*In most places all of those requesting services in the Dental Health Unit have not been able to get appointments due to the full schedule.

Preschool Dental Health Cards

Total number received by Snohomish Health District 64!

No dental care needed.	15
Dental care needed and appointment made.	23
Dental care completed	24
Dental care needed but no appointment made because <u>appointments will be mailed.</u>	2

In addition to the work done in the Dental Health Unit, I have spoken to the following groups during the past year on dental health and/or the dental health program.

Parent-Teacher Associations

Snohomish County Parent-Teacher Association

Lynndale	Cathcart
Gold Bar	Melody Hill
Darrington	Maple Park

Teachers

Mountlake Terrace
Esperance
Edmonds

Students

Sultan	-	Grades 1-7
Cathcart	-	Grades 1-3
Mountlake Terrace	-	Grades 1, 2, and 4
Granite Falls		High School Girls
Lynnwood Junior High		Las Bonitas Club
University of Washington	--	Senior Dental Hygiene Students
University of Washington	--	Public Health Class

Other

Snohomish County Dental Society

The staff of the health department has been kept up to date on the dental health program through weekly staff meetings. I have also participated in the inservice education program at the health department. As another portion of education, an exhibit describing the Snohomish Health District dental health program was set up at the 1959 Washington State Dental Convention in Seattle.

The foregoing has been done, but not all of the areas have been developed satisfactorily. Following are the activities which I feel should either be extended or added to the dental health program.

1. More work with the teachers in dental health workshops or meetings. (Letters to the principals will be mailed in the early fall reminding them that consultation on dental health is available.)
2. More work with the nurses on the staff in Well Child Conferences. More dental health education through posters, films, etc.
3. More visits to the dentists in the county.
4. More and better material for distribution to teachers, students, and parents. Visual aids to use when speaking to a group.
5. Effort put forth to determine why less than 12% of the preschool dental referral cards have been returned to the health department.
6. Establish a quarterly newsletter to notify the dentists in the county of current and planned activities.

These are my ideas, and I would very much like yours. If you have any comments, criticisms or questions I would appreciate your jotting them down and sending them to me, or you might prefer to pass them on through one of the members of the Dental Public Health Committee - Doctors:

J. D. Cates, Chairman
Robert Dutton
Don Sandall

Ilene Snyder
L. A. Venables
W. K. Wright, Association President

Thank you, and I hope to be hearing from you.

(Miss) Jana Langslet
Dental Hygienist

SNOHOMISH HEALTH DISTRICT

REVENUES-1959

Income Deposited for the Month of July

SOURCE OF INCOME	Annual Estimate	Current Month	Total to Date
County .4 mill tax levy	\$ 55,445.00	\$ 456.76	\$ 36,744.09
County of Snohomish	15,350.00	-	15,350.00
City of Everett	35,000.00	-	8,750.00
County School Districts	37,432.00	2,029.24	27,126.22
Refuse Disposal Contract	4,000.00	-	-0-
Septic Tank Permits & Certfcns.	9,000.00	1,895.00	9,235.00
Septic Tank Installers	1,600.00	75.00	1,725.00
Septic Tank Pumpers	300.00	-	800.00
Establishment Licenses	5,500.00	552.00	5,527.20
Food & Bev. Serv. Workers' Perm.	5,000.00	212.00	2,668.00
Nursing & Boarding Home Licenses	1,000.00	1,028.00	1,202.00
Miscellaneous	1,300.00	97.00	1,427.11
State Reimbursement	34,442.00	3,319.42	16,464.24
Indian Service	2,400.00	200.00	1,200.00
Tuberculosis Funds	<u>31,548.00</u>	<u>2,627.50</u>	<u>15,765.00</u>
TOTALS	\$239,317.00	<u>\$12,491.92</u>	<u>\$143,983.86</u>
Revenues to date (As of 7/31/9)	-	<u>143,983.86</u>	
Balance Expected	<u>\$ 95,333.14</u>		

SNOHOMISH HEALTH DISTRICT
Budget Balance as of July 14, 1959

BUDGET ITEM	Annual Budget	June Expenditures (Approxed 7/14/9)	Budget Balance
SALARIES	\$178,140.00	\$12,217.00	\$ 98,632.50
CAPITAL OUTLAY	3,305.00	-0-	1,207.92
MAINTENANCE & OPERATION:	<u>54,782.00</u>	<u>4,350.58</u>	<u>29,945.12</u>
	<u>\$236,217.00</u>	<u>\$16,567.58</u>	<u>\$129,785.54</u>
Pediatrician	\$ 4,800.00	\$ 365.00	\$ 2,435.00
Asst. Health Officer	4,032.00	336.00	2,016.00
Prof. Fees & Services	500.00	10.00	485.00
Postage & Telephone	3,074.00	335.60	1,688.35
Records & Supplies	3,225.00	319.11	987.35
Transportation & Exp.	11,000.00	919.05	4,915.88
Auto Maintenance	3,260.00	156.19	2,511.30
Clinic & Lab Exp.	4,795.00	511.66	3,282.59
X-Ray Supplies & Exp.	2,500.00	364.88	1,351.79
Expense Equipment	400.00	64.93	226.09
Insurance	1,400.00	-	- 39.97
State Ret. & Soc. Sec.	13,786.00	968.16	8,131.74
Registrars' Fees	500.00	-	364.00
Emander Dump Contr.	1,000.00	-	1,000.00
Transfers	600.00	-	600.00
(Estab. Petty Cash)	<u> </u>	<u> </u>	<u>10.00</u>
	<u>\$ 54,872.00</u>	<u>\$ 4,350.58</u>	<u>\$ 29,945.12</u>

CASH BALANCE (as of 7-31-59):

Total Receipts deposited as of 7-31-59	\$143,983.86
Total Expenditures as of 7-14-59	- 106,531.46
July Salaries & Employer Soc. Security	- <u>12,651.96</u>
Cash Balance	<u>\$ 24,800.44</u>

AGENDA

Snohomish District Board of Health
August 11, 1959
2:30 p.m.

1. Call to order
2. Minutes of last meeting
3. Authorization of Accounts
4. Old Business -
 - (a) Merit System
 - (b) Prostitution
 - (c) Auto Purchases
5. New Business -
 - (a) New Staff - Mrs. Mary Hammer
Mrs. Agnes Conn
Mrs. Patricia Ellis
Mrs. Anna Wilson
Head Nurse - Mrs. Lela Ward
 - (b) Water at Emander Dump Site
 - (c) Other
6. Reports -
 - (a) Doctor Knipe
 - (b) Dental Hygienist (Miss Jana Langslet)
 - (c) Nursing
 - (d) Sanitation
 - (e) Financial
7. Approval of Accounts
8. Adjournment

Roger Knipe, M.D.
Executive Secretary