

MINUTES
SNOHOMISH DISTRICT BOARD OF HEALTH
Meeting of July 12, 1960
2 p.m.

Present Members, Messrs. Gebert, Johnson, Kraetz, McCollum, Stocker and Wyatt. Also, Doctor Knipe, Miss Findlay, Mr. Stockton and Mrs. Rands.

In the temporary absence of Mr. McCollum, Chairman, Mr. Johnson, Vice-Chairman, took the chair.

Minutes Moved by Mr. Gebert, seconded by Mr. Kraetz and carried that minutes of the last meeting as circulated to members, be approved.

Auditing Committee Vice Chairman Johnson appointed Messrs. Gebert and Wyatt at the Auditing Committee.

Complaint - City Meat Ordinance #2730 Mr. Johnson stated that Mr. Everett Higgins, Business Agent, Meat Cutters Union Local #151 of Snohomish County, had appeared that morning before the Everett City Council requesting prosecution of a food store in Everett on alleged violation of City Ordinance #2730 with respect to hours of sale of fresh meat. The Council had referred Mr. Higgins to the Snohomish District Board of Health.

Mr. Higgins was asked to appear before this Board. He stated that he had information and proof that the above mentioned store had sold fresh meat on more than one occasion in the past few days in violation of the City Ordinance. It was pointed out to Mr. Higgins by Mr. McCollum, Chairman, (who by this time had joined the meeting), that the City of Everett, on joining the Snohomish Health District, had requested the District Board of Health to enforce existing City health ordinances and that this was part of the Agreement signed by the City, the County, and the District Board on January 6, 1959. The Health Officer stated that this matter had already come to the attention of the Health District's meat sanitarian, Doctor Millard, and that a thorough investigation would be made.

Moved by Doctor Stocker, seconded by Mr. Gebert and carried, that this Board of Health instruct the Health Officer to investigate the alleged violation of City Ordinance #2730 and to make management aware of the requirements of said ordinance.

The Health Officer was requested by the Vice Chairman to bring the matter to the attention of the City Attorney should he deem this necessary.

Mr. Johnson also suggested that the Board and the Department consider an early review of all City and County ordinances, rules and regulations, with a view to eliminating various discrepancies and possibly clarify the intent in the light of modern public health practices. The Health Officer reminded the Board that this matter had been discussed at the regular meeting of the Board on December 8, 1959 and that such a review was continuing.

Staff Resignations Health Officer reported the resignation of Mrs. Helen Scales, Public Health Nurse (maternity), and Mrs. Mary Hammer, Public Health Nurse Trainee, (to attend the University of Washington), both effective June 30, 1960.

Staff Appointments Doctor Knipe requested approval of his appointment of the following public health nurses:

Mrs. Jeanne Brodsack @ \$380 monthly
Mrs. Dorothy Bassett @ \$364 monthly
Both effective July 1, 1960

Moved by Mr. Kraetz, seconded by Mr. McCollum and carried, that the Health Officer's appointments be approved.

Purchasing - Budget Transfer Health Officer requested authorization for transfer of \$311.68 from the Assistant Health Officer's account, Maintenance and Operation, to Capital Outlay, for the purchase of a Gray Audograph dictating machine.

Moved by Mr. Gebert, seconded by Doctor Stocker, and carried, that this transfer be authorized.

National Association of Sanitarians Health Officer requested approval for per diem expense at maximum of \$12 per day for four sanitarians and the use of a Health District owned vehicle for the purpose of attending the Annual Educational Conference of the National Association of Sanitarians in San Francisco July 17 - 22, 1960.

After discussion it was moved by Mr. Gebert, seconded by Mr. Wyatt, and carried, that two sanitarians be authorized to attend the N.A.S. Conference in San Francisco July 17 - 22, 1960 at a maximum of \$12 per day each, not to exceed seven days, and use of Health District owned vehicle.

Dental Unit Health Officer stated that in his opinion the mobile dental truck which had been purchased by the former County Health Department and paid for by the State Health Department, was showing signs of wear. It was a matter now of either replacement or extensive repair to the body and chassis of the truck. Several of the members had, prior to the meeting, inspected the vehicle, and it was the consensus that in the 1961 budget, provision should be made for purchase of a light one-half of 3/4 ton chassis and cab on which could be mounted a van type body for use by the dental hygienist, and that the present vehicle possibly could be used as part-payment towards such purchase, or advertised for sale on individual bid basis. Health Officer was asked to look into the various possibilities.

Employee Annuity Group Insurance Health Officer introduced Mr. Julius McLeod, Insurance Underwriter of Seattle, and Mr. Robert Hill of Guardian Life Insurance Company, who had been working with the Health District employees on possible annuity and group insurance. Mr. Hill explained the provisions of the Mills Bill whereby employees of non-profit organizations could contribute up to 20% of salaries to Government approved annuities and pensions on a payroll deduction basis. A ruling had already been

(Employee
Annuity
Group
Insurance,
continued)

received by the Health Officer from the District Director of Internal Revenue to the effect that the employees of the Snohomish Health District would be eligible.

After considerable discussion by the members, Mr. Kraetz moved that Mr. McCollum be requested to clarify with Mr. Del Neubecker, Auditor to the Board of Health, the matter of payroll deductions as to whether or not his office was now able to make the necessary changes in bookkeeping. Seconded by Mr. Wyatt and carried.

Messrs. Hill and McLeod then spoke to the Board on employee and board member participation in a group hospital and life insurance plan. This would involve payroll deduction, 75% minimum participation by employees and 25% of total premium paid by the employer. Doctor Knipe said that he would like an opinion as to whether or not this might be of interest to the Board in that if there was a possibility of such a program being instigated by 1961, that the budget would have to be prepared accordingly. After considerable discussion, questions and answers, it was agreed that Messrs. Hill and McLeod should, after discussion with the Health District staff, submit a detailed proposal at the next meeting. Mr. Johnson and Mr. Gebert pointed out that the City of Everett already had such insurance in effect for its employees, and that this had been dropped of necessity for those former City employees subsequent to their joining the Health District staff.

Reports

Financial, as appended.

Health Officer reported that Washington State Health Department had requested certification of the Snohomish Health District for residency training of physicians studying for Master's Degree in Public Health, and that if authorization was received from the American Public Health Association, the American Medical Association and other national certifying bodies, that allowance should be made in the 1961 budget. The State Health Department had offered the Health District \$9,552 to this end. Other budget items to be considered were new positions; a public health nurse for South County, another sanitarian, and possibly a sanitary aid. These suggestions were received favorably by the Board.

Authoriza-
tion of
Accounts

Moved by Mr. Gebert, seconded by Mr. Kraetz and carried, that accounts as presented for payment be approved, as follows:

Maintenance and Operation	\$ 4,370.17
Capital Outlay	311.68
Salaries for July	15,703.55

Adjournment

Meeting adjourned at 4:15 p.m.

J. E. McCollum

NOTICE OF MEETING AND AGENDA
Snohomish District Board of Health
July 12, 1960
2 p.m.

1. Call to order
2. Minutes of last meeting
3. Auditing Committee
4. Old Business
5. New Business -
 - (a) Discussion of employee annuity and group insurance program. Introducing Mr. Julius McLeod, and Mr. Bob Hill of Guardian Life Insurance Company of America
 - (b) Staff changes: Resignations - Mrs. Helen Scales, PHN
Mrs. Mary Hammer, PHN
Both effective 6-30-60

Appointments - Mrs. Dorothy Bassett, PHN
Mrs. Jeanne Brodsack, PHN
Both effective 7-1-60
 - (c) Request for authorization to transfer funds from Maintenance and Operation to Capital Outlay - Purchase dictating machine
 - (d) National Sanitarrians' Association Conference, San Francisco
 - (e) Mobile Dental Unit
 - (f) Other
6. Reports
7. Authorization of accounts
8. Adjournment

Roger Knipe, M.D.
Executive Secretary

SNOHOMISH HEALTH DISTRICT

REVENUES-1960

SOURCE	Annual Estimate	June Income	TOTAL TO DATE
<u>Local:</u>			
County .4 Mill Tax Levy	\$57,200.00	\$34,049.54	\$ 38,223.43
County of Snohomish	15,350.00	-	15,350.00
City of Everett	35,375.00	2,947.91	20,541.64
County School Districts	42,000.00	3,307.50	30,470.12
<u>Sanitation:</u>			
Sep. Tank Perm. & Cert.	12,000.00	940.00	6,200.00
Sep. Tank Inst. & Pumpers	2,600.00	-0-	2,640.00
Establishments Licenses	6,000.00	130.00	5,625.00
Nursing & Board. Home Lic.	1,200.00	19.00	162.00
Food & Bev. Serv. Wkr. Perm.	4,000.00	176.00	1,138.00
Refuse Disposal Contract	1,500.00	100.00	100.00
<u>Miscellaneous:</u>	3,400.00	381.76	1,536.76
(Vital Statistics, Travel Certifications, Water Sample Fees, Immunizations)			
<u>State Funds:</u>	37,750.00	2,967.91	22,546.05
(General appropriation, Indian Service, and special appropriations)			
<u>Tuberculosis Funds:</u>	35,002.00	2,916.00	17,225.50
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TOTALS.....	\$253,377.00	<u>\$47,935.62</u>	<u>\$161,758.50</u>
Revenues to 6/30	<u>-161,758.50</u>		
Balance Expected	\$ 91,618.50		

SNOHOMISH HEALTH DISTRICT

1960 Budget Balance as of July 12, 1960

BUDGET ITEM	Annual Budget	June Expenditures	BUDGET BALANCE
SALARIES	\$191,944.00	\$15,476.33	\$ 96,838.88
CAPITAL OUTLAY	2,091.68	311.68	576.77
MAINTENANCE & OPERATION:	<u>59,341.32</u>	<u>4,370.17</u>	<u>30,364.84</u>
	<u>\$253,377.00</u>	<u>\$20,158.18</u>	<u>\$127,780.49</u>
Pediatrician	\$ 4,800.00	\$ 400.00	\$ 2,400.00
Asst. Health Officer	3,720.32	-	2,376.32
Prof. Fees & Services	500.00	10.00	490.00
Records & Supplies	3,000.00	110.26	1,705.07
Postage & Tel. Exp.	2,500.00	268.00	896.50
P.H. Literature, etc.	500.00	1.50	331.14
Transportation & Exp.	7,200.00	487.08	3,852.58
Auto Maintenance	8,351.00	1,307.97	3,465.19
Transfers	2,520.00	-	2,520.00
Clinic & Lab Exp.	6,000.00	363.34	3,071.21
Expense Equipment	400.00	38.37	174.86
Insurance	2,800.00	23.29	227.15
State Ret. & Soc. Sec.	16,300.00	1,360.36	8,390.32
Registrars' Fees	750.00	-	464.50
	<u>\$ 59,341.32</u>	<u>\$ 4,370.17</u>	<u>\$ 30,364.84</u>

SNOHOMISH HEALTH DISTRICT

REVENUES - 1960

SOURCE	Annual Estimate	July Income	TOTAL TO DATE
<u>Local:</u>			
County .4 Mill Tax Levy	\$ 57,200.00	\$ 400.01	\$ 38,623.44
County of Snohomish	15,350.00	-	15,350.00
City of Everett	35,375.00	2,947.91	23,489.55
County School Districts	42,000.00	1,626.00	32,096.12
<u>Sanitation:</u>			
Sept. Tank Perm. & Cert.	12,000.00	810.00	7,010.00
Sep. Tank Inst. & Pumpers	2,600.00	50.00	2,690.00
Establishment Licenses	6,000.00	364.50	5,989.50
Nursing & Board Home Lic.	1,200.00	1,109.00	1,271.00
Food & Bev. Serv. Wkr. Perm.	4,000.00	162.00	1,300.00
Refuse Disposal Contract	1,500.00	-	100.00
<u>Miscellaneous:</u>			
(Vital Statistics, Travel Certifications, Water Sample Fees, Immunizations)	3,400.00	356.49	1,893.25
<u>State Funds:</u>			
(General appropriation, Indian Service, and Special appropriations)	37,750.00	1,364.65	23,910.70
<u>Tuberculosis Funds:</u>			
	35,002.00	2,916.00	20,141.50
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TOTALS.....	\$253,377.00	<u>\$12,106.56</u>	<u>\$173,865.06</u>
Revenues to 7/31	- <u>173,865.06</u>		
Balance Expected	\$ 79,511.94		

2 copies Minutes of Board of Health Meeting of 7-12-60
delivered to County Auditor's Office on 7-26-60:

Received by Olga Nelson