

MINUTES
SNOHOMISH DISTRICT BOARD OF HEALTH
Meeting of September 13, 1960
2 p.m.

Present

Members, Messrs. Gebert, Johnson (*later), Kraetz, Stocker and Wyatt. Also Doctor Knipe, Miss Findlay, Mr. Defler, Mrs. Rands and Mr. Stockton

Member absent: Mr. McCollum

Inasmuch as both the Chairman and Vice Chairman were absent, the Secretary was requested to call for nominations for temporary chairman. Mr. Gebert nominated Doctor Stocker, seconded by Mr. Wyatt. There being none other, Doctor Stocker was declared elected by acclamation.

Minutes

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

Auditing
Committee

Doctor Stocker appointed Messrs. Gebert and Kraetz as the Auditing Committee.

Insurance

Mr. James N. Cunningham had requested to appear before the Board of Health regarding group insurance for the staff. He explained the advantages of having an experienced local insurance underwriter to act for the staff and the Board in developing such a plan and in seeking out and obtaining competitive bids from various insurance companies. He wished to be appointed "Agent of Record" for this purpose.

Mr. Cunningham was asked by the Acting Chairman to leave the meeting. After discussion it was moved by Mr. Gebert, seconded by Mr. Kraetz and carried that Mr. James N. Cunningham of Everett be appointed "Agent of Record" for the purpose of seeking out and obtaining competitive bids for presentation to the Board of Health with the express understanding that the Board assumed no obligation to purchase any plan nor to reimburse Mr. Cunningham in any way for his efforts. The Executive Secretary of the Board of Health was instructed to write Mr. Cunningham accordingly.

Staff
Appointment

Health Officer requested approval of his appointment of Mr. Charles H. Mangum, General Sanitarian, at a monthly salary of \$414, effective October 1, 1960. Moved by Mr. Wyatt, seconded by Mr. Gebert, and carried, that this action be approved.

W.S.P.H.A. Doctor Knipe announced that the Washington State Public Health Association encouraged attendance and participation by Board of Health members at the Annual Meeting, in Spokane, on October 2, 3 and 4.

Health Department Quarters Plans for the new proposed County Building third floor (Health Department) were reviewed by the Board members. With minor revisions, they were considered quite satisfactory.

Snohomish School District #201 Doctor Knipe reported that Mr. George Moore, Superintendent, Snohomish School District #201 (involving Snohomish High and Junior High, and Central, Emerson, Fobes, Machias, Roosevelt and Swans Trail elementary schools) had notified the Health Officer that the School District did not wish to participate further in the school health services offered by the Health Department, as of September 1, 1960.

Reports Health Officer:

Doctor Knipe reported briefly on the following activities:

- (a) Increase in venereal disease (State and County) over 1958 and 1959.
- (b) Possible minor changes in handling City of Everett vital statistics, to be worked out with the City.
- (c) School immunization schedules and bids for biologics.
- (d) Health Officer subpoenaed to appear in Court.
- (e) Formal approval for residency training of physicians desirous of obtaining post-graduate training in public health, and that the State Health Department had accordingly increased its' allocation to the Snohomish Health District by \$9,552 (trainee's salary).

(*)
Laboratory:

Mr. Jordan Lefler, Bacteriologist, presented a statistical report for the Laboratory covering the first six months of 1960.

Financial: As appended.

Authorization of Accounts Moved by Mr. Kraetz, seconded by Mr. Wyatt, and carried, that accounts as presented for payment be approved, as follows:

Salaries for September	\$15,452.00
August Maintenance & Operation	3,420.13
August Capital Outlay	2.70

Adjournment The meeting adjourned at 3:30 p.m.

J. McCallum

SNOHOMISH HEALTH DISTRICT
3011 Rockefeller Avenue
Everett, Washington

September 23, 1960

Mr. James N. Cunningham
401 Medical and Dental Building
Everett, Washington

Dear Mr. Cunningham:

At the regular meeting of the Snohomish District Board of Health on September 13, 1960, you were appointed Agent of Records for the purpose of working with representative employees of this Department in developing a mutually satisfactory plan of group life, accident and health, and medical care insurance. I was instructed to so notify you.

It is understood that you will seek out and present for the Board's consideration at least three bids from three insurers, licensed to underwrite such business in the State of Washington. If such a plan, or combination of plans, is installed within eighteen months of the above date by the Snohomish District Board of Health for employees of the Snohomish Health District, it is understood that it will be written through you as agent.

It is also expressly understood that the Board of Health assumes no obligation to reimburse you in any way for your efforts on its' behalf or on behalf of its' employees.

We will look forward to working with you, and hope that a mutually satisfactory plan will be developed and installed.

Yours very truly,


Roger Knipe, M.D.
Executive Secretary
Snohomish District Board of Health

RK 1x




NOTICE OF MEETING AND AGENDA
Snohomish District Board of Health
September 13, 1960
2 p.m.

1. Call to order
2. Minutes of last meeting
3. Auditing Committee
4. Old Business -
 - (a) Insurance
 - (b) Staff appointment - Mr. Charles Mangum, Sanitarian
 - (c) Other
5. New Business -
 - (a) W.S.P.H.A. 25th Annual Conference, Spokane
 - (b) Health Department Building
 - (c) Snohomish School District #201
 - (d) Other
6. Reports -
 - (a) Health Officer
 - (b) Laboratory
 - (c) Financial
7. Authorization of Accounts
8. Adjournment

Roger Knipe, M.D.
Executive Secretary

SNOHOMISH HEALTH DISTRICT

REVENUES - 1960

SOURCE	Annual Estimate	August Income	TOTAL TO DATE
<u>Local:</u>			
County .4 Mill Tax Levy	\$ 57,200.00	\$ 415.96	\$ 39,039.40
County of Snohomish	15,350.00	-	15,350.00
City of Everett	35,375.00	5,895.82	29,385.37
County School Districts	42,000.00	3,604.50	35,700.62
<u>Sanitation:</u>			
Sep. Tank Per. & Cert.	12,000.00	840.00	7,850.00
Sep. Tank Inst. & Pumpers	2,600.00	50.00	2,740.00
Establishment Licenses	6,000.00	155.50	6,145.00
Nursing & Board Home Lic.	1,200.00	-	1,271.00
Food & Bev. Serv. Wkr. Perm.	4,000.00	172.00	1,472.00
Refuse Disposal Contract	1,500.00	-	100.00
<u>Miscellaneous:</u>			
(Vital Statistics, Travel Certifications, Water Sample Fees, Immunizations)	3,400.00	341.38	2,234.63
<u>State Funds:</u>			
(General appropriation, Indian Service, and Special Appropriations)	37,750.00	5,046.36	28,957.06
<u>Tuberculosis Funds:</u>			
	35,002.00	2,916.00	23,057.50
<hr/>			
TOTALS.....	\$253,377.00	\$19,437.52	\$193,302.58
Revenues to 8/31	- 193,302.58		
Balance Expected	\$ 60,074.42		