

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

Present

Members, Mrs. Simpson, Messrs. McCollum, Johnson, Kraetz, Wyatt and Doctor Stocker. Also, Doctor Knipe, Mrs. Chambers, Mrs. Rands, Miss Findlay, Mr. Stockton and Mr. Weller.

Member absent: Mr. Gebert.

Minutes

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

Auditing
Committee

Chairman McCollum appointed Messrs. Kraetz and Johnson as the Auditing Committee.

Vital
Statistics

The matter of the Health Officer's recommendation in transferring recording of vital statistics from the City Hall to the Health District office was again discussed. Health Officer had written to the City recommending such a change as a result of the Board's request at the last meeting.

The original agreement (in creation of the Health District) between the City and County was reviewed. At that time it had been agreed that the City would continue to register, and collect fees for, vital statistics for Registrars' Districts M-1 and D-5 (City and Rural Everett). It was pointed out by Mr. Johnson that the City had budgeted approximately \$1700 income in the 1961 budget. It was agreed that if this recommendation were acted upon, then the Health District could either transfer to the City any fees collected on its' behalf, or deduct a corresponding amount from the City's annual share of the Health District budget. It was felt that this latter method would be preferable.

It was thereupon moved by Mrs. Simpson, seconded by Mr. Kraetz, and carried, that the matter of registration of vital statistics for the City of Everett and Rural Everett be referred to the attorneys of the City and the Board of Health immediately after consideration by the City Council, for revision of that portion of the Agreement dated January 1, 1959 between the City and the County, dealing with the collection of vital statistics by the City of Everett; such revision to be mutually satisfactory to all parties; and further, that the Chairman of the Snohomish District Board of Health be empowered to sign on its' behalf.

During the discussion of the Agreement, the matter of janitor and telephone service and the general inadequacy of the Laboratory quarters in the City Hall was discussed. It was generally agreed that this was a bad situation, but should be considered only in the light of the overall inadequacies of space and housing of the Health Department as a whole. Mr. Johnson stated if the arrangement whereby the Health District office would register vital statistics at the central office be carried through, then the City would have no further need for the Health Department listing (AL 2-1770) in the City Hall.

Air
Pollution

Mr. Stockton outlined the new air pollution monitor which had been set up on the roof of the Agriculture Building next to the Health Department. This is part of a nationwide monitoring grid for dust and other particulate matter.

Staff
Changes

The resignation of Mrs. Katharine Hall Chambers, Public Health Social Worker, effective December 31, 1960 was accepted with regret.

Doctor Knipe, in introducing Mr. Bruce Weller to the Board, requested approval of his appointment as Public Health Social Worker effective January 1, 1961, at \$492 monthly. This appointment was approved on motion by Doctor Stocker, seconded by Mr. Johnson, and carried.

Payroll
Deductions

Health Officer requested the Board's further consideration of authorizing staff payroll deductions for medical insurance, U.G.N., etc. Several members expressed themselves as being in favor of this. The matter was again left with Mr. McCollum, the Chairman, to work out a satisfactory arrangement with the County Auditor and Treasurer.

Notice of
Annual
Meeting

Health Officer stated that, according to the Charter of the Board of Health, the next meeting (January 10, 1961) would be the Annual Meeting when election of officers should be held.

Reports

Public Health Social Worker: As appended. Appreciation to Mrs. Chambers for her work during the past two and a half years with the Department was evidenced by the members.

Financial: As appended.

1961 Budget

Health Officer presented a proposed 1961 Budget, as appended, in the total amount of \$281,124, as follows:

Revenues		<u>\$281,124.</u>
Salaries	\$215,164.	
Maintenance & Operation	63,100.	
Capital Outlay	<u>2,860.</u>	<u>\$281,124.</u>

It was suggested that in "Capital Outlay," the word "automobile" be changed to read "automobiles" in that there was a good possibility of purchasing several good used passenger cars from other public agencies.

Mrs. Simpson moved that the budget as presented be approved; seconded by Doctor Stocker, and carried.

Authorization
of Accounts

Moved by Mr. Johnson, seconded by Doctor Stocker, and carried, that accounts as presented for payment, be approved, as follows:

(Authorization	December Salaries	\$16,082.50
of Accounts,	November Maintenance & Operation . . .	3,771.04
continued) -	November Capital Outlay	54.08

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

J. E. McCallum

SNOHOMISH HEALTH DISTRICT

BUDGET - 1961

REVENUES		<u>\$281,124.00</u>
SALARIES	\$215,164.00	
MAINTENANCE AND OPERATION	63,100.00	
CAPITAL OUTLAY	<u>2,860.00</u>	<u>\$281,124.00</u>

Snohomish Health District

REVENUES - 1961

1. LOCAL FUNDS:

County .4 Mill Tax Levy	\$62,000.00	
County of Snohomish	15,350.00	
City of Everett	40,000.00	
County School Districts	<u>40,650.00</u>	\$158,000.00

Fees, Permits and Miscellaneous -

Septic Tank Permits and Certifications	\$12,000.00	
Septic Tank Installers and Pumpers	2,800.00	
Establishment Licenses	7,000.00	
Nursing & Boarding Home Licenses	1,300.00	
Food & Beverage Service Workers' Permits	3,000.00	
Refuse Disposal Contract	<u>100.00</u>	26,200.00

Other - (Vital Statistics, Immunizations, Travel Certifications, Water Samples, etc.)		<u>4,500.00</u>	\$188,700.00
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2. STATE AND FEDERAL FUNDS:

General	\$19,000.00	
Residency Training	9,552.00	
Indian Service	<u>2,400.00</u>	\$30,952.00

Special Services - Pediatrician Fees	\$ 4,800.00	
P. H. Social Worker	6,260.00	
P. H. Dental Hygienist	<u>5,410.00</u>	16,470.00
		47,422.00

3. TUBERCULOSIS FUNDS 35,002.00

4. TRANSFER (Cash on Hand) 10,000.00

TOTAL ANTICIPATED REVENUES 1961 \$281,124.00

Snohomish Health District

SALARIES, 1961

	<u>Monthly</u>	<u>Annual</u>	<u>Total</u>
MEDICAL -			
District Health Officer	\$1,239.00	\$14,868.00	
Director of Tuberculosis Control	336.00	4,032.00	
Resident Trainee	796.00	<u>9,552.00</u>	\$ 28,452.00
NURSING -			
Director of Nursing	537.00	6,444.00	
Assistant Nursing Supervisor: 5 months @	471.00)		
7 months @	492.00)	5,799.00	
Senior Public Health Nurse	432.00	5,184.00	
Public Health Nurse	471.00	5,652.00	
Public Health Nurse	451.00	5,412.00	
Public Health Nurse	432.00	5,184.00	
3 Public Health Nurses, each @	414.00	14,904.00	
5 Public Health Nurses, each @	397.00	23,820.00	
Public Health Nurse	380.00	4,560.00	
Clinic Nurse	397.00	4,764.00	
Clinic Nurse, 9 months @	334.00	<u>3,006.00</u>	84,729.00
SANITATION -			
Director of Sanitation	612.00	7,344.00	
Head Sanitarian	492.00	5,904.00	
Head Sanitarian	471.00	5,652.00	
2 Senior Sanitarians, ea @	514.00	12,336.00	
2 General Sanitarians, ea @	471.00	11,304.00	
General Sanitarian	451.00	5,412.00	
General Sanitarian	432.00	<u>5,184.00</u>	53,136.00
CLERICAL -			
Clerical Supervisor	432.00	5,184.00	
Clerk-Stenographer	349.00	4,188.00	
Clerk Typist	349.00	4,188.00	
Clerk-Stenographer	334.00	4,008.00	
Clerk-Typist	294.00	3,528.00	
2 Clerk-Typists, ea @	282.00	6,768.00	
Clerk	238.00	<u>2,856.00</u>	30,720.00
OTHER -			
Bacteriologist	492.00	5,904.00	
Public Health Social Worker	514.00	6,168.00	
Public Health Dental Hygienist	432.00	<u>5,184.00</u>	17,256.00
EXTRA HELP			<u>871.00</u>
TOTAL SALARIES, 1961			<u>\$215,164.00</u>

Snohomish Health District

MAINTENANCE AND OPERATION, 1961

<u>Item</u>	<u>Total Annual</u>
Pediatrician	\$ 4,800.00
Professional Fees and Services	1,700.00
Records and Supplies	3,000.00
Postage and Telephone	2,500.00
Public Health Literature, Books, Periodicals, etc.	400.00
Transportation and Expense	7,300.00
Auto Maintenance	10,000.00
Clinic and Laboratory	7,200.00
Expense Equipment	500.00
Insurance	2,800.00
State Retirement and Social Security	19,000.00
Registrars' Fees	900.00
Transfers	3,000.00
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TOTAL	<u>\$63,100.00</u>

Snohomish Health District

CAPITAL OUTLAY, 1961

<u>Item</u>	<u>Total Annual</u>
Mimeograph Machine	\$ 500.00
Automobile	2,100.00
Used Furniture and Refinishing	200.00
Chair (Executive)	<u>60.00</u>
TOTAL	<u>\$2,860.00</u>

NOTICE OF MEETING AND AGENDA
SNOHOMISH DISTRICT BOARD OF HEALTH
December 13, 1960
2 p.m.

1. Call to order
2. Minutes of last meeting
3. Auditing Committee
4. Unfinished Business -
 - (a) 1961 Budget
 - (b) Vital Statistics - Transfer to central office
 - (c) Air Pollution Monitor
 - (d) Other
5. New Business -
 - (a) Staff Changes: Resignation of M. s. Katharine Hall Chambers
Appointment of Mr. Bruce Weller
 - (b) Payroll deductions
 - (c) Other
6. Reports -
 - (a) Health Officer
 - (b) Public Health Social Worker
 - (c) Financial
7. Authorization of Accounts
8. Adjournment

Roger Knipe, M.D.
Executive Secretary

SNOHOMISH HEALTH DISTRICT

BUDGET - 1961

REVENUES		<u>\$281,124.00</u>
SALARIES	\$215,164.00	
MAINTENANCE AND OPERATION	63,100.00	
CAPITAL OUTLAY	<u>2,860.00</u>	<u>\$281,124.00</u>

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REVENUES - 1961

1. LOCAL FUNDS:

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Fees, Permits and Miscellaneous -

Septic Tank Permits and Certifications	\$12,000.00	
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Establishment Licenses	7,000.00	
Nursing & Boarding Home Licenses	1,300.00	
Food & Beverage Service Workers' Permits	3,000.00	
Refuse Disposal Contract	<u>100.00</u>	26,200.00

Other - (Vital Statistics, Immunizations, Travel Certifications, Water Samples, etc.)		<u>4,500.00</u>	\$188,700.00
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2. STATE AND FEDERAL FUNDS:

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SNOHOMISH HEALTH DISTRICT

REVENUES - 1960

SOURCE	Annual Estimate	October Income	TOTAL TO DATE
<u>Local:</u>			
County .4 Mill Tax Levy	\$ 57,200.00	\$ 9,867.90	\$ 50,055.02
County of Snohomish	15,350.00	-	15,350.00
City of Everett	35,375.00	2,947.91	38,229.10
County School Districts	42,000.00	1,626.00	40,578.62
<u>Sanitation:</u>			
Sep. Tank Per. & Cert.	12,000.00	590.00	10,065.00
Sept. Tank Inst. & Pumpers	2,600.00	25.00	2,890.00
Establishment Licenses	6,000.00	230.00	6,689.00
Nursing & Board Home Lic.	1,200.00	-	1,300.00
Food & Bev. Serv. Wkr. Perm.	4,000.00	201.00	2,027.00
Refuse Disposal Contract	1,500.00	-	100.00
<u>Miscellaneous:</u> (Vital Statistics, Travel Certifications, Water Sample Fees, Immunizations)	3,400.00	743.78	5,170.23
<u>State Funds:</u> (General appropriation, Indian Service, and Special Appropriations)	37,750.00	2,174.39	36,928.01
<u>Tuberculosis Funds:</u>	35,002.00	2,916.00	31,805.50
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TOTALS.	\$253,377.00	\$21,321.98	\$241,187.48
Revenues to 11/29/60	<u>241,187.48</u>		
Balance Expected	\$ 12,189.52		