

MINUTES
SNOHOMISH DISTRICT BOARD OF HEALTH
Meeting of April 11, 1961
2 p.m.

Present

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

Members absent: Mrs. Simpson and Doctor Stocker

Minutes

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

Auditing
Committee

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

Health
Department
Quarters

Report of the special committee appointed at the last meeting of the Board was given. It would appear that Hill-Burton funds are not available for purchase of any existing building unless it be completely fireproof. This therefore precludes further consideration of the County-owned building at Everett and Lombard. Several members had suggestions as to possible sites. It was generally agreed that the location should be within a few blocks of the present City and County buildings. The committee members were urged to renew their efforts to seek suitable sites and to make a full report at the next meeting.

Resident
Trainee

Signing of a Memorandum of Understanding had been suggested by the State Health Department with regard to the Health District's employment of a resident doctor public health trainee commencing July 1, 1961. Moved by Mr. Gebert, seconded by Mr. Kraetz and carried that the Chairman be authorized to sign on behalf of the Board of Health providing the form of agreement met with the approval of Mr. Ingram, Board of Health Attorney.

Board of
Review

The death of County appointee, Mr. Irvin Pitcher, was noted with regret. The County Commissioners had appointed Mr. Robert Humphrey of Everett as his successor. This was agreeable to the Board of Health.

Hot Water
Tank

Health Officer recommended purchase of a 52 gallon hot water tank for the Laboratory as an auxiliary supply, the present small tank being inadequate. Moved by Mr. Wyatt, seconded by Mr. Johnson, that the Capital Outlay budget be amended to transfer \$45 from the "Automobiles" account to a new item, "Hot Water Tank." Carried.

State
Industrial
Insurance

Health Officer requested consideration of extension of State Industrial Insurance coverage for all members of the staff. Estimated cost for the first year would be approximately \$281 per quarter. Previously City employees had been covered but on creation of the Health District, this had been dropped for all personnel except the bacteriologist. Moved by Mr. Gebert, seconded by Mr. Kraetz, that this coverage be extended to all staff effective May 1, 1961. Carried.

Proposed
City of
Everett
Swimming
Pool
Ordinance

Mr. Johnson stated that the City was contemplating passage of an ordinance covering private and public swimming pools and asked for the assistance and advice of the Health District staff in this, which was promised. Mr. Johnson stated he would send over a draft of the proposed ordinance in a day or two.

Reports

Dental Hygiene:

Miss Dunham, Dental Hygienist, presented a narrative report on her activities since commencing employment. The mobile dental unit was presently at the Monroe Reformatory where major overhaul of the truck body is nearing completion. In the meantime, the dental health clinics have been temporarily set up in the schools. A report prepared by Miss Langslet for the year 1960 was also presented by Miss Dunham.

Vital Statistics:

For the month of February, 1961, as attached.

Financial:

1961 Revenues - Total receipts deposited through 3/31, \$76,422.67

1961 Operational Costs -	Budget Item	Expended thru 3/31	Unexpended Balance
	Salaries	\$50,917.81	\$164,246.19
	M & O	15,758.28	47,341.72
	C. Outlay	701.96	2,158.04
		<u>\$67,378.05</u>	<u>\$213,745.95</u>

Authoriza-
tion of
Accounts

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

April, 1961 Salaries \$17,213.03

March Maint. & Operation . . \$ 3,585.83

Adjournment

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


Chairman

SNOHOMISH HEALTH DISTRICT
3011 Rockefeller Avenue
Everett, Washington

March 30, 1961

Meeting of Building Committee
Snohomish District Board of Health

Present: Mrs. Simpson, Messrs. Cole, Kraetz and Stockton, Dr. Stocker and Dr. Knipe.

Re: Building Requirements Snohomish Health District

As a result of the last Board of Health Meeting, a meeting of the members of the new committee, appointed at that meeting, was held March 29, 9:00 a.m. with Mr. Richard Cole of the State Health Department.

According to the general standards of construction, Hill-Burton Funds will not be available for any building which is not fireproof. This eliminates further consideration of the presently owned County Building at Oakes and Everett Avenues, previously purchased as a possible agricultural building. Mr. Cole was of the opinion that the cost of acquisition and remodeling of this building was out of line compared with the probable cost of a new construction.

He stated that Hill-Burton Funds would be available at the rate of approximately 40% for property acquisition, building costs, fees and equipment.

According to previous estimates by his department and the U. S. Department of Health, Education, and Welfare, one of two criteria should be used in estimating the size of building required. Either 120 square feet per 1000 persons, which for a population of 170,000 would be approximately 20,000 square feet or 300 square feet per person employed, which for 40 people would be approximately 12,000 square feet, as of now - not considering future growth of population or staff.

He pointed out the new South Seattle office for the Seattle-King County Health Department, was approximately 10,000 square feet and built at a cost of \$21 per square foot. Total cost \$215,000 including equipment, land acquisition, architects fees, and the like. Construction only, approximately \$170,000.

Assuming that a present minimum of 16,000 square feet would be required for Snohomish Health District and at \$22 per square foot, plus the site cost, approximately \$400,000 would be required, broken down as follows:

40% Hill-Burton Money	=	\$160,000
60% Local Money	=	240,000

On a per capita basis (25% City - 75% County) this \$240,000 would be apportioned as follows:


City	\$ 60,000
County	180,000

Re: Building Requirements Snohomish Health District

Mr. Cole further pointed out that application for funds should be in by July 1, 1961. Accompanying detail should be fairly complete as to all costs, source of funds, etc. He stated that it was fairly certain that a request for funds would be favorably received within three months after submission of the application.

It was the consensus of the members present, that consideration should be given to acquisition of property within a few blocks of the existing City or County buildings. It was pointed out that there were many old houses nearby, which were situated on good possible building sites. It was agreed, therefore, that the various committee members would make judicious inquiry as to what might be available, and further that a meeting should be called probably before the next Board of Health Meeting.

RK jb


Doctor Knipe

cc: Mrs. Simpson
Mr. McCollum
Mr. Kraetz
Dr. Stocker
1 copy for next meeting of Board of Health

Two (2) copies Minutes of Board of Health Meeting of 3/14/61

delivered to County Auditor's Office:

Received by Olga Nelson

NOTICE OF MEETING AND AGENDA
Snohomish District Board of Health
April 11, 1961
2 p.m.

1. Call to order
2. Minutes of last meeting
3. Auditing Committee
4. Unfinished Business -
 - (a) Health Department quarters
 - (b) Other
5. New Business -
 - (a) Agreement - Resident Trainee
 - (b) Board of Review appointee (County)
 - (c) Hot Water Tank Purchase (Laboratory)
 - (d) State Industrial Insurance
 - (e) Other
6. Reports -
 - (a) Health Officer
 - (b) Dental Hygienist
 - (c) Financial
 - (d) Vital Statistics
7. Authorization of Accounts
8. Adjournment

Roger Knipe, M.D.
Executive Secretary