

MINUTES
SNOHOMISH DISTRICT BOARD OF HEALTH
August 14, 1962

- Present Members, Mrs. Simpson, Messrs. McCollum, Stocker, Johnson, Wyatt, Gebert. Also Miss Findlay, Dr. Darrough, Dr. Beare, Mr. Ingram, Mr. Stockton, Mrs. Schultz, and Mrs. Supper.
- Minutes Moved by Mrs. Simpson, seconded by Mr. Wyatt, and carried that the minutes of the July meeting and as previously circulated to members, be approved.
- Auditing Committee Chairman McCollum appointed Mrs. Simpson and Mr. Wyatt as the Auditing Committee.
- Unfinished Business Dr. McLaughlin of Regina, Canada, has made application for the position of District Health Officer. Arrangements have been made by Dr. Wallace Lane, State Health Department, for Dr. McLaughlin to meet with the Board of Health on August 22 at 10:30 a.m. It was agreed by members of the Board that this meeting be held in the City Commissioners' Office. Dr. Beare was requested to make available copies of Dr. McLaughlin's credentials for perusal by Board members. Luncheon arrangements will be made by Dr. Beare for the Board members and Drs. Lane, McLaughlin, and Beare.
- New Business Moved by Mr. Johnson, seconded by Dr. Stocker, and carried that the attached resolution providing for transfer of monies from the "SALARIES" portion of the 1962 budget to "MAINTENANCE AND OPERATION - FEES" to pay for fees for services presented by Dr. Darrough and Firland Sanatorium, be adopted.
- Moved by Dr. Stocker, seconded by Mr. Gebert, and carried that the attached resolution providing for the transfer of monies from CAPITAL OUTLAY - USED FURNITURE TO CAPITAL OUTLAY - FIELD TEST KIT, be adopted.
- Moved by Mr. Gebert, seconded by Mr. Wyatt, and carried that Dr. Beare's salary be increased from \$800 to \$875 for the month of August as per letter attached from the State Health Department signed by Dr. Wallace Lane.
- Staff Changes Moved by Mr. Johnson, seconded by Dr. Stocker and carried, that the following resignations be accepted: James Smith, General Sanitarian, effective August 31; Jeanne Brodsack, PHN II, effective August 31; Gladys Ittner, PHN II, effective August 24; Dr. John Beare, Resident Trainee, effective August 31.
- Dr. Stocker expressed appreciation to Dr. Beare for the fine work he has done during the past months. Mr. McCollum and other members of the Board joined in a vote of thanks. It was moved by Mr. Johnson, seconded by Dr. Stocker, and carried that a letter of commendation be written and signed by the Board and presented to Dr. Beare.
- Moved by Mr. Gebert, seconded by Mr. Wyatt, and carried that the

following appointments be accepted: Bill Franklin, Sr. General Sanitarian, September 1, at a monthly salary of \$492; Helen Scales, PHN III, August 20, at a monthly salary of \$414; Hope Smith, PHN II, August 6, at a monthly salary of \$397; Ada Frisk, PHN II, September 4, at a monthly salary of \$397; Joseph Thomas, Social Work Consultant, August 20, at a monthly salary of \$471.

Moved by Mr. Gebert, seconded by Mr. Wyatt, and carried that Mr. Ingram, Mr. Johnson, Mr. Stockton, and Miss Findlay act as a committee to formulate a policy regarding the re-hiring of former employees for inclusion into the employee Merit System and bring such as a recommendation to the Board of Health for its consideration.

X-Ray
Equipment

In order that the Snohomish Health District may procure adequately functioning X-ray equipment, Dr. Beare presented the attached letter from the State Health Department, authorizing the transfer of \$9,000 from Item 5 of the 1962 Tuberculosis Control Budget to Item I of that budget. Mr. Ingram explained that Item I contains money which is transferred monthly to the Snohomish Health District Pooling Fund and thus under the jurisdiction of the Board of Health Dr. Beare presented in detail quotations for replacement of present equipment and for conversion of same from three companies. After a discussion, the Board instructed Dr. Darrough and Dr. Beare to meet with Dr. Richard C. Kiltz, Everett radiologist, discuss the present equipment with him, and ask him to submit a letter giving his opinion as to the need for change of the present X-ray equipment and his feeling as to replacement versus conversion of the system. The Board voted to recess this meeting until Friday, August 17, at 1:30 p.m., at which time further consideration of the problem would be made pending the receipt of Dr. Kiltz's findings.

Preliminary
Budget

The Snohomish Health District preliminary budget for 1963 was presented to the Board and explained item by item by Dr. Beare. To serve as a justification for one of the budgetary entries, a report of the Health District owned automobiles was presented with the recommendation that the Health District begin the replacement of at least one or two automobiles per year on a cash basis.

Reports

Dr. Beare reported as follows:

1. Two candidates for the vacancy of Community Mental Health Consultant will be interviewed on August 15.
2. As the social worker will begin his employment on August 20, lack of a room in the Health District building for him will necessitate the partitioning of the present conference room. This month's Board of Health meeting was held in the County Agricultural building in anticipation for future use by the Board should it approve the partitioning of the present conference room in the Health District office building. The Board approved.

3. Because a favorable response to the organization of a Local Health Officers Council has been received from the local health officers, it is hoped that such an organization will be established upon the employment of a new District Health Officer.
4. A meeting was held by Doctors Darrough, Beare, and Lane to discuss potential problems and to establish liaison in anticipation of the added responsibility assumed by Dr. Darrough when Dr. Beare leaves the department. Dr. Lane stated that he will be available for consultation at any time.

Dr. Beare stated that the past year has been a very pleasant one for him. The department has been a challenge, and the experience gained valuable. He feels that the Health District has an excellent and most cooperative staff. He thanked the Board for their support during the year to him and to the staff.

Sanitation Report: For July, as appended.

Mr. Stockton reported that the Fee Equalization Committee had met three times during the past month. All members feel the meetings are valuable and are of the opinion that this should become a permanent committee to meet and work out sanitation problems as they relate to the various agencies involved. They plan on meeting together every four to six weeks. He submitted the attached schedule of fees setting forth the present county and city fees and the committee's recommended changes of these fees. The committee had some discussion relative to the Health District taking over the septic tank program within the City of Everett. Mr. Stockton states that such could be possible but would of necessity have to be set up under one set of regulations and/or code and that the Health District would have to receive septic tank permit fees now paid to the City of Everett.

Vital Statistics: As appended, for June.

Financial:

1962 Revenues deposited as 7/31: \$188,932.79

1962 Operational Cost -	Budget Item	Expended thru 7/31	Unexpended Balance
	Salaries	\$117,111.64	\$124,312.94
	M & O	40,086.37	26,149.29
	Capital Outlay	660.87	287.68
	Totals	\$157,858.88	\$150,749.91

Authorization
of Accounts

Moved by Mr. Gebert, seconded by Mr. Wyatt, and carried that

accounts and as presented for payment be approved, as follows:

Salaries, August 1962	\$15,815.96
M & O, July, 1962	\$ 6,167.41

Recess

The meeting recessed at 3:20 until Friday, August 15 at 1:30 p.m.

Meeting
cont'd 8/17

Present:

Members, Mrs. Simpson, Messrs. Wyatt, McCollum, Johnson. Also Dr. Darrough, Dr. Beare, Miss Findlay, Mrs. Schultz, Mr. Ingram, and Mrs. Supper.

X-Ray
Equipment

Mr. McCollum read a letter from Dr. Richard C. Kiltz, Radiologist in Everett, recommending a change in cameras to one of the Odelca type for finer films with less radiation produced, a change in the identification system, necessary motor replacement and addition of adaptor parts. Discussion followed, and Mr. Ingram recommended calling for bids for the equipment. The attached resolution was unanimously adopted.

Health
Department
Law

Moved by Mrs. Simpson, seconded by Mr. Johnson, and carried that Mr. Ingram write a letter to Dr. Wallace Lane and Dr. Bernard Bucove of the Washington State Health Department pointing out some of our experiences in the last two years concerning budgetary problems and asking for some clarification by the legislature on budgetary practises for health districts. Mr. Stockton requested that some of the Sanitation Department's problems be included in the letter.

Recess

The meeting was recessed until Monday, August 27 at 1:30 p.m., at which time bids for the X-ray equipment will be opened.

Meeting
cont'd 8/27

Present:

Members, Messrs. McCollum, Wyatt, Kraetz, Johnson, Gebert. Also, Dr. Darrough, Dr. Vanderwilt, Miss Findlay, Mr. Stockton, and Mrs. Supper.

New
Business

Dr. Darrough informed the Board that Dr. Wallace Lane has received application for the position of District Health Officer from Dr. Reuben Yeller of Canada and that he would like to introduce Dr. Yeller to the Board on September 5. The Board will meet at 10:15 a.m. on September 5 to interview Dr. Yeller and to have lunch at the Elks Club, Everett.

The scheduled meeting with Dr. McLaughlin of Canada was cancelled because Dr. McLaughlin was unable to attend.

Dr. Darrough discussed with the Board the removal of old furniture no longer in use at the Health District building and the acquisition of a safe.

An addendum to the proposed 1963 budget was passed out to members. This adds the position of Assistant Health Officer.

X-Ray
Equipment
Bids

Mr. McCollum opened and read five bids for X-ray equipment, as shown in detail on attached sheet. Moved by Mr. Gebert, seconded by Mr. Johnson, and carried that the bid be awarded at a Special Meeting on September 5, 1962 at 11:00 a.m.

Adjournment

The meeting was adjourned at 2:00 p.m.


Chairman

ADDENDUM TO PROPOSED BUDGET FOR 1963 FOR THE SNOHOMISH HEALTH DISTRICT

INCREASE REVENUES - Septic Tank Permits and Certifications
by \$2,032, making Total Anticipated Revenues
for that item \$14,032

DECREASE SALARIES - Delete EXTRA HELP - \$2,000

INCREASE MAINTENANCE AND OPERATION - ADD Under No. 2 - Fees
Item (f) ASSISTANT HEALTH OFFICER \$4,032
making total for No. 2 - Fees \$15,816

TOTAL BUDGET WILL THEREFORE BE INCREASED BY \$2,032, as follows:

REVENUES		\$315,102
SALARIES	\$241,662	
MAIN. & OPERATION	68,790	
CAPITAL OUTLAY	<u>4,650</u>	<u>\$315,102</u>

BIDS SENT TO THE FOLLOWING COMPANIES 8/17

WESTINGHOUSE

GENERAL ELECTRIC

WESTERN X-RAY COMPANY

PICKER X-RAY CORP.

SCIENTIFIC SUPPLIES

NOTICE OF CALL FOR BIDS
SNOHOMISH HEALTH DISTRICT

NOTICE IS HEREBY GIVEN that written, sealed bids will be received for the purchase by the Snohomish Health District of the following described x-ray equipment to be installed upon existing x-ray facilities of the Snohomish Health District at 3011 Rockefeller Avenue, Everett, Washington, as follows:

1. Odelca 4" x 4" straight hood camera, safety monitor, and RS-100 cassette - Camera must also accommodate 14" x 17" cassettes for photo-timed film at 5 f.t.d.
2. Film identification system.
3. 60 line grid.
4. Related components and accessories necessary to provide a complete functional unit. This unit will be connected to the existing x-ray control, transformer, photo timer, and x-ray tube at the Health District.
5. Ten (10) stainless steel processing hangers for use in standard developing tank. Each to hold nine (9) 4" x 4" films.

Said bids will be opened at 3001 Rockefeller Avenue, Everett, in the Conference Room on the 27th day of August, 1962 at 1:30 o'clock p.m. The Snohomish Health District reserves the right to reject any or all bids.

Dated this 17th day of August, 1962.

SNOHOMISH HEALTH DISTRICT

By: J. E. McCollum, Chairman,
Board of Health

Published: August 20, 1962

Affidavit of Publication

STATE OF WASHINGTON, }
County of Snohomish } ss.

I, ARNE L. SUNDE being first duly sworn on oath depose and say: That I am the

CONTROLLER of the EVERETT DAILY HERALD, a daily newspaper printed and published in the City of Everett, County of Snohomish, and State of Washington; that said newspaper is a newspaper of general circulation in said County and State; that said newspaper has been approved as a legal newspaper by order of the Superior Court of Snohomish County, and that the notice

NOTICE OF CALL FOR BIDS

SNOHOMISH HEALTH DISTRICT

a printed copy of which is hereunto attached, was published in said newspaper proper and not in supplement form, in the regular and entire edition of said paper on the following days and times, namely:—

AUGUST 20, 1962

and that said newspaper was regularly distributed to its subscribers during all of said period.

Arne Lunde

Subscribed and sworn to before me this 21st

day of AUGUST, 1962

Helen Bradwick

Notary Public in and for the State of Washington, residing at Everett, Snohomish County.

NOTICE OF CALL FOR BIDS
SNOHOMISH HEALTH DISTRICT
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2. Film identification system.
3. 60 line grid.
4. Related components and accessories necessary to provide a complete functional unit. This unit will be connected to the existing X-ray control transformer, photo timer, and X-ray tube at the Health District.
5. Ten (10) stainless steel processing hangers for use in standard developing tank. Each to hold nine (9) 4" x 4" films.
Said bids will be opened at 3001 Rockefeller Avenue, Everett, in the Conference Room on the 27th day of August, 1962, at 1:30 o'clock p.m. The Snohomish Health District reserves the right to reject any or all bids.
Dated this 17th day of August, 1962.
SNOHOMISH HEALTH DISTRICT
By: J. E. McCOLLUM,
Chairman, Board of Health
Published: August 20, 1962.

RESOLUTION

The following resolution was unanimously adopted:

WHEREAS, the x-ray facilities of the Snohomish Health District have been antiquated,

WHEREAS, said x-ray facilities are in constant need of service, break down frequently, and produce poor quality in films, necessitating re-take procedures,

WHEREAS, re-taking of pictures has caused the public inconvenience as well as concern, and considerable additional cost to the Health District,

WHEREAS, the Board of Health has received reports from the Acting Health Officer, J. W. Darrough and the Assistant to the Acting Health Officer, John A. Beare, concerning the condition of this equipment, and the Board of Health has also been advised concerning the x-ray facilities by R. C. Kiltz, M.D., Radiologist of Everett;

WHEREAS, the Board of Health of the Snohomish Health District is of the opinion that a state of urgency does in fact exist, and the Board of Health has been further advised by the State Department of Health and by the Chairman of the Board of Snohomish County Commissioners that the sum of \$9000 will be considered for transfer within the Tuberculosis Control Fund of Snohomish County so that said sum can be transferred to the Snohomish Health District Pooling Fund to provide for the purchase of conversion equipment of said x-ray facilities;

NOW THEREFORE, BE IT RESOLVED, that the Snohomish Health District call for bids for the conversion of existing x-ray equipment to provide for Odelca straight hood camera, safety monitor, and RS-100 cassette, film identification system, 60 line grid, related components and accessories necessary to provide complete functional unit, ten stainless steel processing hangers for use in standard developing tank, prepared by the Acting Health Officer in accordance with specifications as in his judgment will enable suppliers to submit bids for conversion and necessary repair;

BE IT FURTHER RESOLVED that in view of the emergency now confronting the Health District that said call for bids be posted in the manner for posting of notices by State law in the lobby of the County Jail, County Courthouse, and City Hall in Everett, and published once in the Everett Daily Herald, which posting and publication shall be at least five days before the 27th day of August, 1962, and which notice shall further provide that all bids shall be in writing, sealed and to be opened by the Board of Health on the 27th day of August, 1962 at 1:30 o'clock p.m. in the conference room at 3001 Rockefeller Avenue, Everett.

BE IT FURTHER RESOLVED that the Health Officer be directed to contact all known suppliers of the x-ray equipment which the District desires to purchase and give them a copy of the call for bids which the Chairman of the Board of Health and the Acting Health Officer are authorized to prepare and sign in accordance with this resolution.

Dated this 14th day of August, 1962.


Chairman

Attest:

Acting Health Officer

Passed at Regular Session
Snohomish District Board of
Health this 14th day of
August, 1962.

RICHARD C. KILTZ, M.D.
RADIOLOGY
EVERETT, WASHINGTON

16 August 1962

Dr. J. Walton Darrough
Acting Health Officer
Snohomish Health District
Everett, Washington

Dear Dr. Darrough:

In compliance with the request from you and Dr. Beare, I have examined the x-ray facilities in the Health District Building.

The present equipment can be upgraded and renovated to produce top quality films. In my opinion this requires principally a change in cameras from the present installation to one of the Odelca type for finer films with less radiation are produced. This should be augmented by a change in the identification system, a necessary motor replacement and addition of adaptor parts for the existing standard.

In summary, a conversion of the current camera to an improved model plus necessary accessories, used with existing standard, x-ray tube and generator will be of more practicability than obtaining a complete new unit. From the standpoint of serviceability components of the same manufacturer can be of value.

I trust this information is helpful to you, but if I can be of added service please call upon me.

Sincerely yours,


R.C. Kiltz, M.D.

ah

SCHEDULE OF FEES--SNOHOMISH COUNTY & CITY OF EVERETT

	<u>County</u>	<u>City</u>	<u>Suggested Fee</u>
1. Food Establishments	\$10.00	\$10.00	\$25.00
2. Mobile Food Units	10.00	5.00 day 25.00 month 250.00 year	no change
3. Itinerant Food Establishments	2.00	10.00	2.00
4. *Food and Beverage Service Workers	2.00	2.00	2.00
5. Mobile Homes and Mobile Home Parks	10.00	50.00 plus \$1 per space	10.00
6. Camps and Parks	10.00	none	no change
7. Tourist Accomodations (Motels & Resorts)	10.00	none	10.00
8. Sewage and/or Waste Removers	50.00	none	50.00
9. Sewage Waste Disposal (Inst.)	50.00	none	50.00
10. Sewage Disposal Certification(FHA)	10.00	none	no change
11.**Taverns	none	none	none
12. Meat Markets	10.00	25.00	25.00
13. Poultry Markets	none	25.00	25.00
14. Poultry Handler	none	2.50	2.00 F.S.W. permit
15. Water Samples	2.00	none	no change
16. *Nursing Homes	15.00 plus \$1 per bed	15.00 plus \$1 per bed	no change
17. *Boarding Homes	10.00 plus \$1 per bed	10.00 plus \$1 per bed	no change
18. Plumbing Permits:			
(1) For issuing each permit	2.00	1.00	2.00
(2) For each plumbing fixture or trap or set of fixtures on one trap	1.25	1.00	1.00
(3) For each private sewage disposal system	10.00	5.00	10.00
(4) For each house sewer For each house repair	5.00	10.00 2.50	10.00 2.50
(5) For each cesspool	5.00	do not allow	do not allow
(6) For each potable water heater	1.50	1.00	1.00
(7) For each gas piping system of 1-5 outlets	1.50		2.00

	<u>County</u>	<u>City</u>	<u>Suggested fee</u>
(8) For each gas piping system of 6 or more per	\$.30		
(9) For each industrial waste pretreatment interceptor	1.00	1.00	1.00
(10) For installation, alteration or repair of water piping and/or water treatment equipment	1.50	1.00	1.00
(11) For repair or alteration of drainage or vent piping	1.50	1.00	1.00
(12) For lawn sprinkler system on any one meter including backflow devices	2.00	3.00	3.00
(13) For vacuum breakers or backflow protective devices, etc. 1-5	2.00	1.00	2.00
Over 5	.30	.25	.50

19.
25.

Building Permits

(1) Less than \$20.00	No fee	No fee	No fee
(2) \$20 to and including \$100	2.00	2.00	2.00
(3) More than \$100 and including \$400	3.00	3.00	3.00
(4) More than \$400 to and including \$700	5.00	5.00	5.00
(5) More than \$700 to and including \$1000	6.00	6.00	6.00
(6) Each additional \$1000 or fraction to and including \$25,000	3.00	3.00	3.00
(7) Each \$1000 more than \$25,000 and including \$50,000	2.50	2.50	2.50
(8) Each \$1000 more than \$50,000 and including \$100,000	1.50	1.50	1.50
(9) Each \$1000 more than \$100,000	1.00	1.00	1.00

* Fees required by State Law

** Fee required by State Liquor Board

January through June, 1962

	①	②	③	④	⑤	⑥	
	Make	Year	Milage	Cost of repair	Av. miles pr. month	Total cost	Lic. nr.
						incl. gas and oil	
1	Plymouth	1951	79900	34.66	908	134.72	12039
2							
3	Ford	1951	112552	117.59	792	253.62	03041
4							
5	Ford	1951	78145	5.62	832	99.68	12040
6							
7	Chevrolet	1951	106817	17.79	1040	143.98	15654
8							
9	Chevrolet	1956	83318	40.53	684	117.93	03040
10							
11	Plymouth	1957	57825	73.32	1290	264.64	03039
12							
13	Plymouth	1957	67257	33.53	1163	176.47	14471
14							
15	Plymouth	1959	41380	33.94	1190	202.41	12380
16							
17	Plymouth	1959	39022	7.50	1234	136.96	12375
18							
19	Plymouth	1959	40200	132.00	656	230.36	12381
20							
21	Plymouth	1959	37613	222.27	1246	169.69	12382
22							
23	Plymouth	1959	33249	43.39	901	148.71	12379
24							
25	Plymouth	1959	37642	82.78	977	182.09	12378
26							
27	Plymouth	1959	37758	43.67	803	125.30	12377
28							
29	Plymouth	1959	26785	50.76	537	139.50	12383
30							
31	Plymouth	1959	41432	154.63	1674	295.26	12376
32							
33							
34							
35							
36							
37							
38							
39							
40							

SNOHOMISH HEALTH DISTRICT

PROPOSED
1963 BUDGET

REVENUES		\$313,070
SALARIES	\$243,662	
MAINTENANCE & OPERATION	64,758	
CAPITAL OUTLAY	<u>4,650</u>	<u>\$313,070</u>

REVENUES-1963

1. LOCAL FUNDS:

County .4 Mill Tax Levy	\$72,000	
County of Snohomish	15,330	
City of Everett	45,200	
County School Districts	31,650	\$164,200

Permits and Miscellaneous:

Septic Tank Permits and Certifications	12,000	
Septic Tank Installers and Pumps	2,700	
Establishment Licenses	7,000	
Nursing and Board Home Licenses	1,300	
Food and Bev. Service Workers' Permits	3,500	
Refuse Disposal Contract	100	

Fees:

Plat Fees	5,000	
Other (Vital Statistics, Immunizations, Travel Certifications, Water Samples, etc.)	12,000	43,600

2. STATE AND FEDERAL FUNDS:

General	19,000	
Indian Service	2,400	
Special Services - Pediatrician Fees	4,800	
P. H. Social Worker	6,260	
Mental Health Project	13,308	45,768

3. TUBERCULOSIS FUNDS

43,502

4. CASH ON HAND

16,000

\$313,070

MAINTENANCE AND OPERATION - 1963

ITEM:		TOTAL ANNUAL
1.	Employee Benefits:	
	(a) State Retirement and Social Security	\$22,474
	(b) Industrial Insurance	<u>1,500</u>
		\$23,934
2.	Fees:	
	(a) Pediatrician	4,800
	(b) Attorney	1,800
	(c) Registrars	1,000
	(d) Other	500
	(e) TB Consultants	<u>3,684</u>
		11,784
3.	Services:	
	(a) Postage and Telephone	3,500
	(b) Expense Equipment	500
	(c) Insurance and Bond Premiums	<u>3,000</u>
		7,000
4.	Supplies and Materials:	
	(a) Records and Supplies	2,500
	(b) P. H. Literature, etc.	300
	(c) Clinic and Laboratory	<u>6,000</u>
		8,800
5.	Travel:	
	(a) Transportation and Expense	7,000
	(b) Auto Maintenance	4,000
	(c) Repairs and Fuel purchased from County	<u>2,000</u>
		13,000
6.	Other Maintenance and Operation	200
		200
		<u>\$64,758</u>

SALARIES
1963

	<u>Monthly</u>	<u>Annual</u>	<u>Total</u>
MEDICAL			
District Health Officer	\$1,295	\$15,540	\$15,540
NURSING			
Director of Nursing	586	7,032	
Supervisor	492	5,904	
Supervisor	514	6,168	
Public Health Nurse III 8 mos. @	414		
4 mos. @	432	5,040	
3 Public Health Nurses II each @	432	15,552	
3 Public Health Nurses II each @	451	16,236	
1 Public Health Nurse II	471	5,652	
1 Public Health Nurse II	492	5,904	
1 Public Health Nurse II	414	4,968	
2 Public Health Nurses II 8 mos. @	397		
4 mos. @	414	9,664	
1 Public Health Nurse II 7 mos. @	397		
5 mos. @	414	4,849	
1 Public Health Nurse II 6 mos. @	414		
6 mos. @	432	5,076	
Public Health Nurse I 7 mos. @	414		
5 mos. @	432	5,058	
1 Clinic Nurse	414	4,968	
1 Clinic Nurse 9 mos. @	364	3,276	
			105,347
SANITATION			
Director of Sanitation	668	8,016	
Head Sanitarian	537	6,444	
1 Senior General Sanitarian	537	6,444	
2 Senior General Sanitarians 3 mos. @	492		
9 mos. @	514	12,204	
1 Senior General Sanitarian 8 mos. @	492		
4 mos. @	514	5,992	
1 Senior General Sanitarian 3 mos. @	471		
9 mos. @	492	5,841	
1 General Sanitarian	414	4,968	
1 Sanitary Aide	349	4,188	
Veterarian	537	6,444	
			60,541

CAPITAL OUTLAY - 1963

<u>Item</u>	<u>Total Amount</u>
One Laboratory Vacuum Pump	\$ 150.00
One Four Drawer Metal File Cabinet	100.00
Used or new Office Equipment	300.00
One Electric Typewriter	500.00
Two New Automobiles - with trade-ins	<u>3,600.00</u>
TOTAL	\$4,650.00

Cont'd

Monthly Annual Total

CLERICAL

Clerical Supervisor	432	5,184	
2 Clerk-Stenographers II each @	380	9,120	
2 Clerk-Stenographers I each @	320	7,680	
2 Clerk-Typists II each @	307	7,368	
1 Clerk Typist I	270	3,240	
1 Clerk-Typist I	248		
	6 mos. @		
	259	3,042	
	6 mos. @		

35,634

OTHER

Bacteriologist	514	6,168	
P. H. Dental Hygienist	432	5,184	
Community Mental Health Consultant	612	7,344	
P. H. Social Worker	492	5,904	

24,600

Extra Help

2,000

2,000

\$243,662

August 14, 1962

TO WHOM IT MAY CONCERN

We, the members of the Board of Health of Snohomish County, which also includes the City of Everett District, wish to offer this statement on the conclusion of a year of residency of Dr. John Beare.

Dr. Beare during this first year of residency has shown a grasp of the problems usually associated with a work of this size. He has given wise administration during a difficult period of our history after the untimely death of the former Health Officer, Dr. Roger Knipe.

During the absence of a full time administrator, Dr. Beare has had the responsibility of directing the operation, making up the budget for the next year, preparing agenda for monthly meetings of the Board, accepting resignations, engaging other personnel, and other duties of the office. In all of these, he has shown competency and enthusiasm in his work. It is a pleasure for us to give this word of commendation at the time of his departure for service elsewhere.

SNOHOMISH HEALTH DISTRICT
BOARD OF HEALTH

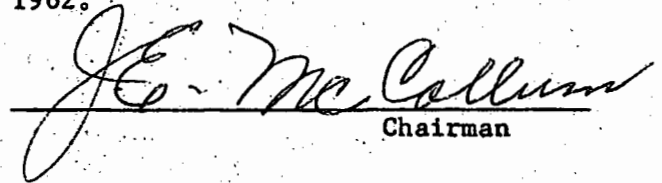
John McCallum Chairman
William W. Locker Member
Paul W. Johnson Member
Clair Johnson Member
W. A. Wyatt Member
E. Sam Raab Member

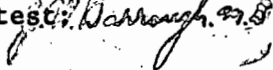
RESOLUTION

WHEREAS, in order for the Sanitation Department to more accurately ascertain the temperature of the water being used in the dishwashing machines in food establishments, which is one of the requirements of the inspection of food establishments, it is necessary that the Department acquire a Field Test Kit containing a PC-1 process Pyrometer.

NOW THEREFORE, BE IT RESOLVED that the sum of \$97.50 be transferred from CAPITAL OUTLAY - USED FURNITURE to CAPITAL OUTLAY - FIELD TEST KIT.

Dated this 14th day of August, 1962.


Chairman

Attest: 

Acting Health Officer

J. W. Darrough, M.D. Acting
Health Officer

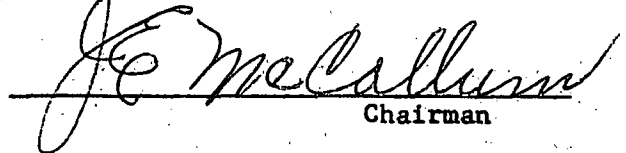
Passed at Regular Session
Snohomish District Board
of Health this 14th day of
August, 1962.


RESOLUTION

WHEREAS, it is necessary to make a budgetary transfer from "SALARIES" to "MAINTENANCE AND OPERATION" in the 1962 budget of the SNOHOMISH HEALTH DISTRICT in order to satisfy fees earned by the Acting Health Officer and pay for services rendered by the Firland Sanatorium for the Tuberculosis Department.

NOW THEREFORE, BE IT RESOLVED, that the sum of \$500 be transferred from SALARIES - DISTRICT HEALTH OFFICER, and the sum of \$280 be transferred from SALARIES - DIRECTOR OF TB CONTROL to "FEES - OTHER" under MAINTENANCE AND OPERATION, and said sum shall be disbursed to Dr. J. W. Darrough in the amount of \$500 and to Firland Sanatorium in the amount of \$280, respectively.

Dated this 14th day of August, 1962.


Chairman

Attest: 
Acting Health Officer
Dr. J. W. Darrough, Acting Health Officer

Passed at regular session
Snohomish District Board of
Health this 14th day of August,
1962.

MONTHLY SUMMARY

LABORATORY 119

	Jan.	Feb.	Mar.	Apr.	May	June
WATER Samples						
Everett Water Dept.	114	91	90	110	90	95
Other Public	5	7	6	17	11	7
Pools and beaches	17	13	12	16	24	33
Private	31	32	27	30	28	29
Survey		4	9	31	9	16
Total samples submitted	167	147	144	204	162	180
Presumptive tests, M.F.	167	145	144	204	162	180
Presumptive tests, lactose	36	28	4	1	3	2
Confirmed tests	52	37	15	29	42	47
Completed & IMVIC tests	2	1	2		4	
Total M.F. & Plate counts	17	13	12	16	16	20
Enterococci tests	17	13	18	46	31	54
Chemical		2				
Microscopic						
Total tests	291	239	195	296	258	303
MILK Samples submitted						
Standard plate counts	35	9	42	61	25	23
Coliform plate counts	33	9	42	47	25	23
Phosphata se tests	31	9	42	47	25	23
Inhibiting substances	31	9	42	41	25	23
Rinse tests, containers		2	3	2	1	1
Bottle washer tests						
Swab tests		1				
Extraneous materials	2		1			
Total tests	132	29	172	198	101	93
ICE CREAM & Mix. Samples						
Standard Plate counts						83
Coliform plate counts						83
Total tests						166

Monthly Summary

	Jan	Feb.	Mar.	Apr.	May	June	
<u>CLINICAL</u>							
G.C. smears	9	2	5	2	5	2	19
G.C. cultures	3	2	5	2	5	2	19
<u>T.B. concentrations</u>							
24 hour urines	+3	0	+3	+3	61	61	
Gastric washings.	71	0	71	71	+	+	
<u>FOOD</u> Samples					1		
No. of cultures					★3		
Chemical and other.							
<u>SEWAGE and EFFLUENTS</u>							
Bacteriological tests included under <u>Water, survey.</u>							
Dissolved Oxygen, Winkler			57	22	58	100	
Biochemical Oxygen Demand.			8	2	7	8	
<u>FLUORIDE SOLUTIONS</u> prepared (liters)	5		1	2	5	1	14
Grand total, tests performed	439	282	442	524	437	670	2794

RECEIVED TWO COPIES OF THE BOARD OF HEALTH MINUTES FOR AUGUST 14
AND SEPTEMBER 5.

Larothy L. Tjerne

Auditor's Office

RECEIVED of SNOHOMISH HEALTH DISTRICT this 13th day of August, 1962

two (2) copies of the BOARD OF HEALTH minutes for July 10, 1962.

Olga Nelson

Auditor's Office

NOTICE OF MEETING AND AGENDA

SNOHOMISH DISTRICT BOARD OF HEALTH
August 14, 1962
1:30 p.m.

AGENDA

1. Call to Order
2. Minutes of July Meeting
3. Auditing Committee
4. Unfinished Business
5. New Business
 - (A) Resolutions for Budgetary Transfers
 - (B) Staff Changes
 - (1) Resignations
 - (a) James Smith, General Sanitarian
 - (b) Jeanne Brodsack, PHN II
 - (c) Gladys Ittner, PHN II
 - (d) Dr. John A. Beare, Resident Trainee
 - (2) Appointments
 - (a) Bill Franklin, Senior General Sanitarian
 - (b) Helen Scales, PHN III
 - (c) Hope Smith, PHN II
 - (d) Ada Frisk, PHN II
 - (e) Joseph Thomas, Public Health Social Worker
 - (C) X-ray Equipment
 - (D) Preliminary 1963 Budget
6. Reports
 - (A) Acting Health Officer
 - (B) Assistant to Acting Health Officer
 - (C) Fee Equalization Committee
 - (D) Sanitation Activity
 - (E) Vital Statistics
 - (F) Financial
7. Authorization of Accounts
8. Adjournment

John A. Beare, M.D.
Assistant to the Acting Health Officer