

NOTICE OF MEETING AND AGENDA

SNOHOMISH DISTRICT BOARD OF HEALTH

October 9, 1962
1:30 p.m.

AGENDA

1. Call to Order
2. Minutes of September 11 meeting.
3. Auditing Committee
4. Unfinished Business
 - (A) Health Officer Applicant
5. New Business
 - (A) Vital Statistics Reporting
 - (B) Resolution for Budgetary Transfer
 - (C) Staff Changes
 - (1) Appointments
 - (a) Mary Jones, Nursing Supervisor
 - (b) Peggy Leuning, Mental Health Consultant
6. Reports
 - (A) Acting Health Officer
 - (B) Sanitation
 - (C) Vital Statistics
 - (D) Financial
7. Authorization of Accounts
8. Adjournment

MINUTES
SNOHOMISH DISTRICT BOARD OF HEALTH
October 9, 1962

- Present Members, Mrs. Simpson, Messrs. McCollum, Kraetz, Wyatt, Stocker, and Gebert. Also, Dr. Darrough, Miss Findlay, Miss Leuning, Mrs. Schultz, Miss Jones, Mr. Ingram, Mr. Stockton, Mr. Thomas, and Mrs. Supper.
- Minutes Moved by Mr. Kraetz, seconded by Mr. Wyatt, and carried that the minutes of September 11 and as previously circulated to members, be approved.
- Auditing Committee Chairman McCollum appointed Mrs. Simpson and Mr. Wyatt as the Auditing Committee.
- Waiver of Retirement Date Dr. Darrough asked the Board to waive a portion of Section XVII of its Personnel Policies in the case of Grace Timmer, Public Health Nurse, who has reached the age of 65, the normal retirement age, and has had two previous waivers. Moved by Mrs. Simpson, seconded by Mr. Kraetz, and carried that upon the recommendation of Dr. Darrough, Paragraph 17 of Section XVII of the Health District Merit System, Personnel Policies and Procedures be further waived in the case of Miss Grace Timmer for a period of one year, or until December 31, 1963.
- Health Officer Chairman McCollum read a letter by Dr. R. Michael Yeller of Saskatchewan, Canada, accepting the position of Snohomish District Health Officer. Moved by Mrs. Simpson, seconded by Mr. Kraetz, and carried that Dr. Yeller's letter be incorporated into the minutes.
- Vital Statistics Reporting Dr. Darrough asked permission of the Board to simplify the monthly reporting of Vital Statistics, inasmuch as such reporting takes considerable time of the Vital Statistics Clerk and can be obtained quarterly from the State of Washington Vital Statistics Department. Permission granted.
- Budgetary Resolutions Moved by Mr. Gebert, seconded by Mr. Wyatt, 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 Mrs. Simpson, seconded by Mr. Kraetz, and carried that the attached resolution providing for an adjustment in the salary of the Mental Health Consultant, be adopted.
- Staff Appointments Moved by Mr. Kraetz, seconded by Mr. Wyatt, and carried that the appointment of Miss Mary Jones as Nursing Supervisor, effective October 1, 1962, at a monthly salary of \$514, and the appointment of Miss Peggy Leuning as Mental Health Consultant, effective October 3, 1962, at a monthly salary of \$612, as recommended by Dr. Darrough, be approved.

Reports

Dr. Darrough informed members that one of the Health District automobiles needed extensive repairs before it could again be used and asked if the Board could call for bids for the new automobiles included in the 1963 budget at this time, take delivery of same, and pay for them in 1963. The Board consulted Mr. Ingram, who advised that this could not be done.

Sanitation: Mr. Stockton announced that his department is revising the Sanitary Code. The revised edition will then be submitted to the Board of Health for approval, the State Board of Health, and then to the City of Everett Commissioners and the Snohomish County Commissioners for their formal approval. It will then be necessary for each city and town to approve it. This procedure will insure that the collection of fees set under this code is legal.

Vital Statistics - For August, as appended.

Financial:

1962 Revenues deposited as of 9/30: \$226,644.20

1962 Operational Cost - Budget Item	Expended thru 9/30	Unexpended Balance
Salaries	\$164,915.94	\$74,211.56
M. & O.	48,040.21	19,105.45
Cap. Outlay	965.85	54.15

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

Salaries, October 1962	\$15,699.52
M. & O. September 1962	5,351.24
Cap. Outlay, Sept. 1962	237.90

As the Authorization of Accounts was omitted in the September 11, 1962 Minutes, it is hereby included. Moved by Mr. Johnson, seconded by Mr. Kraetz, and carried that accounts and as presented for payment be approved, as follows:

Salaries, September 1962	\$16,245.90
M. & O. August 1962	3,205.11
Cap. Outlay, August 1962	67.08

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

Chairman

RESOLUTION

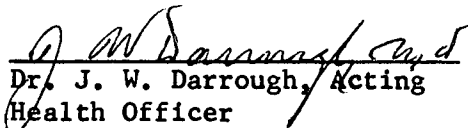
WHEREAS, it is necessary to make a budgetary transfer from "SALARIES" to "MAINTENANCE AND OPERATION" in the 1962 budget of the SNOHOMISH HEALTH DISTRICT in order to satisfy fees earned by the Acting Health Officer and pay for services rendered by the Firland Sanatorium for the Tuberculosis Department.

NOW THEREFORE, BE IT RESOLVED, that the sum of \$500 be transferred from SALARIES - DISTRICT HEALTH OFFICER, and the sum of \$245 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 \$245, respectively.

Dated this 9th day of October, 1962.


Chairman

Attest:


Dr. J. W. Darrough, Acting
Health Officer

Passed at regular session
Snohomish District Board of
Health this 9th day of October,
1962.

RECEIVED two copies of the SNOHOMISH DISTRICT BOARD OF HEALTH minutes
of September 11, 1962.

Dorothy L. Tjorne

Auditor's Office

Province of  Saskatchewan

DEPARTMENT OF PUBLIC HEALTH

HELFORT-TISDALE HEALTH REGION
BOX 970, TISDALE, SASK. Canada.

REFER TO FILE

1-1 Y.

November 3rd, 1962.

Mr. J.E. McCollum, Chairman,
Snohomish District Board of Health,
3011 Rockefeller Avenue,
Everett, Washington, U.S.A.

Dear Sir:

Thank you for your letter of appointment, dated October 30th, 1962. I would refer you to Dr. W. Lane of the State Department, who is keeping closely in touch with me at all times and who is aware of daily developments. I think that he will be probably the first to know when I shall be coming to take up my new appointment. It was hoped that matters could be expedited and that I would already have been well on the way to Everett but the immigration people insist on doing matters their own way. Of course, I shall let you know the moment that everything is settled.

Mrs. Yeller and myself often talk of the magnificent way with which you treated us in Everett.

Yours very truly,



R. Michael Yeller,
Regional Medical Health Officer.

RMY:lls

October 30, 1962

Dr. R. Michael Yeller
Box 970
Tisdale, Saskatchewan
Canada

Dear Dr. Yeller:

On behalf of the Snohomish District Board of Health, I am pleased to appoint you as Health Officer of Snohomish Health District, as per conditions contained in the Board's letter to you dated September 12; namely, at a monthly salary of \$1,403, and that you assume the position not later than February 1, 1963.

Please let us know what date you plan to take over the duties of the office.

Very truly yours,

J. E. McCollum, Chairman
Snohomish District Board
of Health

JM:1

Province of  Saskatchewan

DEPARTMENT OF PUBLIC HEALTH

MELFORT - TISDALE HEALTH REGION

TISDALE, SASK.

BOX 970.

REFER TO FILE

19th September, 1962.

The Chairman,
Board of Health,
Snohomish Health District,
3011, Rockefeller Avenue,
EVERETT, WASHINGTON.

Dear Mr. McCollum,

I would like to express my appreciation for the attitude of
your board.

I would place on record that I accept the offer of District
Health Officer, according to your letter.

I look forward to working in the Snohomish Health County.

Yours very truly,



R. Michael Yeller,
M.B.Ch.B., D.P.H., M.R.S.H.

OK

BIRTHS AND DEATHS OCCURRING IN SNOHOMISH COUNTY
AS OF _____, 19__

		Total To Date	Total For Month
	BIRTHS		
	FETAL DEATHS		
	DEATHS		
Motor vehicle accidents			
Other accidental deaths			
Suicide			
Homicide			
All other deaths			

RESOLUTION

WHEREAS, the salary for the position of Mental Health Consultant in the Snohomish Health District, which position has been unfilled since its creation January 1, 1962, will be reimbursed by the Washington State Health Department, and

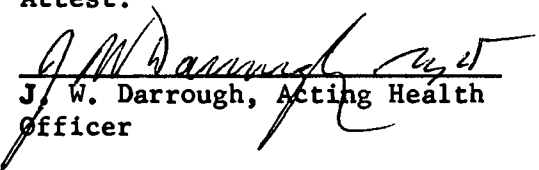
WHEREAS, the Range Classification for this position was raised from No. 36 to No. 38 by the Washington State Health Department whose fiscal year commenced July 1, 1962,

NOW THEREFORE, BE IT RESOLVED, that by directive of the Washington State Health Department Mental Health Section, the salary of Miss Peggy Leuning, appointed Mental Health Consultant by this Board effective October 3, 1962, shall be \$612 per month.

Dated the 9th day of October, 1962.


Chairman

Attest:


J. W. Darrough, Acting Health
Officer

Passed at regular session
Snohomish District Board of
Health this 9th day of October,
1962.



ALBERT D. ROSELLINI
GOVERNOR
BERNARD BUCOVE, M.D., D.P.H.
DIRECTOR

The State of Washington
Department of Health

OLYMPIA OFFICE
PUBLIC HEALTH
BUILDING

SEATTLE OFFICE
SMITH TOWER

ADDRESS REPLY TO OFFICE OF ORIGIN

Olympia, Washington

October 8, 1962

J. W. Darrough, M.D.
Acting District Health Officer
Snohomish Health District
3011 Rockefeller Street
Everett, Washington

Dear Dr. Darrough:

This letter is in confirmation of our recent telephone conversations regarding the availability of grant-in-aid monies to underwrite the costs of engaging a Community Mental Health Consultant in your Department. You will recall that in our conversations I referred to a letter of August 6, 1962 in which an allocation was made to your Department in the amount of \$13,308 to cover the costs of employing a Community Mental Health Consultant and secretarial services. I wish to confirm in this letter that this allocation of funds is available for the current fiscal year, July 1, 1962 through June 30, 1963 and that this allocation will make it possible for this office to reimburse your Department and enable you to pay the third step of range 38 which is the current classification for the position of Community Mental Health Consultant.

As you will recall the decision had been made by your Department to offer this position at this third step of \$612 per month inasmuch as we had not been able to successfully recruit at a lower pay rate. This letter also confirms that we had been able to interest Mrs. Peggy Luening in applying for this position and upon advise from your Department through Dr. Beare and Dorothy Findlay had quoted the entrance salary at \$612 per month. You may consider this letter as confirmation of the fact that this office will reimburse you immediately for your costs in employing Mrs. Luening at the above suggested rate rather than having to wait till January 1, 1963.

Sincerely,

Daniel L. Prosser
Senior Mental Health Consultant
Mental Health Section

DLP:gh