

NOTICE OF MEETING AND AGENDA

SNOHOMISH DISTRICT BOARD OF HEALTH

September 10, 1963

1:30 p.m.

AGENDA

1. Call to Order
2. Minutes of August 13, 1963 meeting
3. Auditing Committee
4. Unfinished Business
5. New Business
  - (A) Resolution for Budgetary Transfer
  - (B) Audiometer Purchase
  - (C) Disposal of Automobile
  - (D) Mental Health Report
  - (E) Change of October Meeting Date
6. Reports
  - (A) Health Officer
  - (B) Sanitation
  - (C) Vital Statistics
  - (D) Financial
7. Authorization of Accounts
8. Adjournment

MINUTES

SNOHOMISH DISTRICT BOARD OF HEALTH

September 10, 1963

- Present: Members, Mrs. Simpson, Messrs. McCollum, Johnson, Kraetz, Wyatt, and Gebert. Also, Dr. Anderson, Dr. Darrough, Dr. Millard, Miss Luening, Mr. Stockton, Mr. Ingram, and Mrs. Supper.
- Minutes Moved by Mr. Kraetz, seconded by Mr. Johnson, and carried that the minutes of August 13, 1963, and as previously circulated to members, be approved.
- Auditing Committee Mr. McCollum appointed Mrs. Simpson and Mr. Kraetz as the Auditing Committee.
- Budgetary Transfer Moved by Mr. Johnson, seconded by Mr. Kraetz, and carried that the attached resolution providing for the transfer of monies from the "Salaries" portion of the 1963 budget to "Maintenance and Operation - Fees" to pay for fees for services presented by Dr. Darrough, be adopted.
- Audiometer Purchase Dr. Anderson stated that up until this year, the Health District had borrowed an audiometer from the State Health Department to test the hearing of the school children. As no machine was available this year, the District would need to purchase their own. There are monies available for the purchase in the "Salaries" portion of the budget, and he asked the Board for authorization to purchase a machine for the amount of \$418.00 plus tax. Moved by Mr. Johnson, seconded by Mrs. Simpson, and carried that the Health District be authorized to purchase an audiometer for \$418.00 plus tax.
- Disposal of Automobile Dr. Anderson reported that on July 31, 1963, a Health District automobile described as a 1956 Chevrolet, Motor No. A560012769, was involved in an accident while being driven by a Public Health Nurse. The cost of the parts if repaired by the inmates of the Washington State Refomatory at Monroe would total more than the value of the vehicle, and therefore the vehicle was sold for junk to Moore Sales at Monroe for \$75. Moved by Mr. Johnson, seconded by Mr. Kraetz, and carried that the action of Dr. Anderson in disposing of the vehicle be approved.
- Report on Northern State Hospital Miss Peggy Luening, Mental Health Consultant, reported that the first report on the Intensive Treatment Project at Northern State Hospital from the hospital staff was due on October 18. The program was begun on December 1, 1962 and approximately 120 patients from Snohomish County have undergone treatment. More women than men have been admitted. The average stay of a patient is three weeks, and the rate of re-admission in the Project section of the hospital has been lower than in the remainder of the hospital. Due to the short hospital stay, and more pre-counseling, the number of voluntary commitments has increased.
- Dr. Darrough asked if a policy had been established for transporting patients to Northern State Hospital after 5 o'clock and on weekends, inasmuch as the cost of an ambulance is very high. Discussion followed.

October Meeting Date

Dr. Anderson requested that the October meeting of the Board of Health be held on the third Tuesday, October 15, 1963, because the annual convention of the Washington State Public Health Association will take place October 6, 7, and 8, and he and other members of the staff plan to attend.

Health District Building

Some discussion took place concerning the increased fire rate in Everett due to the continued occupancy of the Health District in their building after the special permit issued by the Fire Marshall had expired.

Reports

Dr. Anderson reported that during his first month as District Health Officer, he had been oriented by the State of Washington Health Department, had been becoming acquainted with the Health District staff and procedures, and had observed that the Health District had been well organized by his predecessors and well maintained by Dr. Darrrough and the present staff during the past year and one-half. There is excellent handling of all of the basic functions, and he finds no real problems existing. Discussion followed concerning means by which other county health departments obtain revenues, and the advantages which could be derived by the establishment of a Local Health Officers' Council.

Vital Statistics: For July, 1963, as appended.

Financial: 1963 revenues deposited as of August 31, 1963: \$221,508.63

1963 Operational Cost up to August 31, 1963:

<u>Budget Item</u>	<u>Expended</u>
Salaries	\$144,175.13
M. & O.	45,433.80
Cap. Outlay	3,919.49

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

Salaries - September 1963 -	\$17,997.01
M. & O. - August 1963 -	3,323.47
Cap. Outlay - August 1963 -	51.48

Adjournment The meeting was adjourned at 2:20 p.m.

\_\_\_\_\_  
Chairman

RESOLUTION

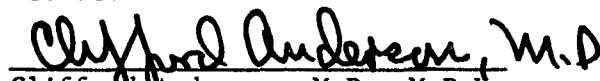
WHEREAS, it is necessary to make a budgetary transfer from "SALARIES" to "MAINTENANCE AND OPERATION" in the 1963 budget of the Snohomish Health District in order to satisfy fees earned by the Acting Health Officer.

NOW THEREFORE, BE IT RESOLVED that the sum of \$283.91 be transferred from SALARIES - DISTRICT HEALTH OFFICER to FEES - OTHER under MAINTENANCE AND OPERATION, and said sum shall be disbursed to Dr. J. W. Darrough for his services up to August 12, 1963.

Dated this 10th day of September, 1963.

  
Chairman

Attest:

  
Clifford Anderson, M.D., M.P.H.  
District Health Officer

Passed in regular session  
Snohomish District Board of  
Health this 10th day of  
September, 1963.

BIRTHS AND DEATHS OCCURRING IN SNOHOMISH COUNTY  
AS OF July 31, 1963

		Total To Date	Total For Month	Total Co. Res.	Total Non Res.
	BIRTHS	1388	219	199	20
	FETAL DEATHS	17			
	DEATHS	863	100	90	10
Motor vehicle accidents		19	2	1	1
Other accidental deaths		29	5	5	
Undetermined		1			
Suicide		16	3	3	
Homicide		2	1	1	
All other deaths		796	89	80	9



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  
O L Y M P I A  
November 12, 1963

Clifford Anderson, M.D., M.P.H.  
District Health Officer  
Snohomish Health District  
3011 Rockefeller Avenue  
Everett, Washington

Dear Doctor Anderson:

I am pleased to return three copies of your 1964 Public Health Budget, approved and signed for the State Department of Health. Two copies of this budget are to be forwarded to the Chairman of the District Board of Health.

I hope you are finding your continuing to enjoy your work, and that the coming year will be a successful one for the Snohomish Health District.

Sincerely,

Wallace Lane, M.D., Chief  
Division Local Health Services

WL:jc  
cc: Chairman District Board of Health



WASHINGTON STATE DEPARTMENT OF HEALTH  
BUDGET FOR LOCAL HEALTH DEPARTMENT

Health Department SNOHOMISH HEALTH DISTRICT

Budget No. 47

Population 205,000

Period Covered by Budget January 1, 1964 - January 1, 1965

Item No.	Name or Item	Class Title	Annual Rate	Amounts Budgeted — Mos.	Amounts Budgeted in Pooling Fund	Amounts Not in Pooling Fund		Source of Funds	
						State & Federal	All Other Funds		
	Clifford Anderson, M.D.	Health Officer	\$17,256	1,438				State & Federal	
	Dorothy Findlay	Dir. of Nursing	7,524	627				General	\$19,000
	Mary Jones	Superv. Nurse	6,600	550				Indian Service	2,400
	June Schultz	Superv. Nurse	6,324	527				Special Services	26,088
	Grace Timmer	PHN	6,324	527				Sub-total	\$47,488
	Tyra Karlsson	PHN	6,048	504				Local (specify)	
	Lela Ward	PHN	6,048	504				.4 Mill Levy	\$80,380
	Marilyn Barber	PHN	5,796	483				Snohomish Co.	15,350
	Eva Karlsson	PHN	5,796	483				City of Everett	48,350
	Elmina Boothby	PHN	5,796	483				Co. School Dist.	18,670
	Florence Platt	PHN	5,544	462				Septic T. Permits	20,868
	Carolyn Cosgrove	PHN	5,544	462				Inst. & Pumps	2,600
	Helen Scales	PHN	5,316	443				Estab. licenses	7,500
	Elvera Mortvedt	Clinic Nurse	5,316	443				Nurs. & Bd. Lic.	1,400
	Ethel Byrne	PHN	5,088	424				Food & Bev. Wkrs.	3,600
	Sheila Siebert	PHN	5,088	424				Refuse Disp.	100
	Dorothy Bassett	PHN	5,088	424				Total	
	Helen Hamilton	PHN	5,088	424					
	Mary Hammer	PHN	5,088	424					
	Ann Wilson	Clinic Nurse 9 mos.	3,510	390					
	Dave Stockton	Dir. of Sanitation	8,580	715					
	Leo Moser	Superv. Sanitarian	6,900	575					
	Elmer Ross	Sr. Gen. San.	6,900	575					
	Wayne Fordham	Sr. Gen. San.	6,600	550					
			Totals						

WASHINGTON STATE DEPARTMENT OF HEALTH  
BUDGET FOR LOCAL HEALTH DEPARTMENT

Health Department Snohomish Health District

Budget No. \_\_\_\_\_

Population \_\_\_\_\_

Period Covered by Budget January 1, 1964 - January 1, 1965

Item No.	Name or Item	Class Title	Annual Rate	Amounts Budgeted — Mos.	Amounts Budgeted in Pooling Fund	Amounts Not in Pooling Fund		Source of Funds	
						State & Federal	All Other Funds		
	John Lorenz	Sr. Gen. San.	6,600	550				State & Federal	
	Charles Mangum	Sr. Gen. San.	6,324	527					
	James Larson	Sr. Gen. San.	5,316	443					
	Petter Dybfest	Sr. Sanitary Aide	4,884	407					
	Philip Millard, D.V.M.	Veterinarian	7,212	601					
	Jordan Lefler	Bacteriologist	6,600	550					
	Peggy Luening	Mental Health Con.	7,860	655				Sub-total	
	--	Social Worker	6,324	527				Local (specify)	
	Lois Supper	Clerical Superv.	5,544	462				Plat Fees	\$3,000
	Alma Sherlock	Sr. Steno.	5,088	424				Misc.	12,000
	Carol Milless	Sr. Steno.	5,088	424				T. B. Funds	43,502
	Alice Bowie	Stenographer	4,296	358				Cash on hand	17,600
	A. Jane Swanson	Typist	4,104	342					
	Margit Tryon	Stenographer	3,936	328					
	Joyce Ames	Typist	3,612	301					
	Barbara Burroughs	Typist	3,612	301					
	Marlys True	Typist	3,612	301					
	Extra Help		3,500						
			\$246,674						
								Total	<del>527,920</del>
				Totals					



WASHINGTON STATE DEPARTMENT OF HEALTH  
BUDGET FOR LOCAL HEALTH DEPARTMENT

Health Department Snohomish Health District

Budget No. \_\_\_\_\_

Population \_\_\_\_\_

Period Covered by Budget January 1, 1964 - January 1, 1965

Item No.	Name or Item	Class Title	Annual Rate	Amounts Budgeted Mos.	Amounts Budgeted in Pooling Fund	Amounts Not in Pooling Fund		Source of Funds	
						State & Federal	All Other Funds		
<b>Maintenance and Operation</b>									
	Employee Benefits		\$24,864					State & Federal	
	Fees		17,020						
	Services		7,800						
	Supplies and Materials		7,700						
	Travel		13,500						
	Other M. & O.		350	\$71,234				Sub-total	
								Local (specify)	
<b>Capital Outlay</b>									
	3 metal file cabinets		200						
	Used or new office equipment		200						
	1 executive chair		100						
	2 new automobiles		4,000	4,500					
<b>TOTAL</b>				<b>\$322,408</b>					
								<b>Total</b>	<b>\$322,408</b>
<b>Totals</b>				<b>----</b>					

Signed for County or Counties

John McCallum  
WA Dept

Date 10/28/63

Signed for City or Cities

Geo W Teber  
C. Clair Johnson  
Meredith Simpson

Date 10/15/63

Signed for Local Health Department

Clifford Anderson, M.D.  
Clifford Anderson, M.D., M.P.H.  
Executive Secy., Snohomish  
District Board of Health

Date 10/15/63

Signed for State

H. W. Lane, M.D.

Date 11 Nov. 63

SNOHOMISH HEALTH DISTRICT

BUDGET for 1964

REVENUES		\$322,408
SALARIES	\$246,674	
MAINTENANCE & OPERATION	71,234	
CAPITAL OUTLAY	4,500	<u>\$322,408</u>

Adopted in Regular Session  
Board of Health August 13,  
1964.

REVENUES  
1964

1. LOCAL FUNDS:

County .4 Mill Tax Levy . . . . .	\$80,380
County of Snohomish . . . . .	15,350
City of Everett . . . . .	48,350
County School Districts . . . . .	18,670

Permits and Miscellaneous:

Septic Tank Permits and Certifications . . .	20,868
Septic Tank Installers and Pumpers . . . . .	2,600
Establishment Licenses . . . . .	7,500
Nursing and Boarding Home Licenses . . . . .	1,400
Food and Beverage Service Workers' Permits ..	3,600
Refuse Disposal Contract . . . . .	100

Fees:

Plat Fees . . . . .	3,000
Other (Vital Statistics, Immunizations, Travel Certifications, Water Samples, etc.).	12,000

\$213,818

2. STATE AND FEDERAL FUNDS:

General . . . . .	19,000
Indian Service . . . . .	2,400

Special Services:

Pediatrician Fees . . . . .	6,000
Mental Health . . . . .	19,568
Vocational Rehabilitation . . . . .	520

47,488

3. TUBERCULOSIS FUNDS

43,502

4. CASH ON HAND

17,600

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\$322,408

**SALARIES  
1964**

MEDICAL	<u>Monthly</u>	<u>Annual</u>	<u>Total</u>
District Health Officer	\$1438	\$17,256	\$17,256
 <b>NURSING</b>			
Director of Nursing	627	7,524	
Nursing Supervisor	550	6,600	
Nursing Supervisor	527	6,324	
Public Health Nurse III	462	5,544	
Public Health Nurse III	443	5,316	
5 Public Health Nurses II each @	424	25,440	
1 Public Health Nurse II @	462	5,544	
2 Public Health Nurses II each @	483	11,592	
2 Public Health Nurses II each @	504	12,096	
1 Public Health Nurse II @	527	6,324	
1 Public Health Nurse I @	483	5,796	
1 Clinic Nurse @	443	5,316	
1 Clinic Nurse 9 mos. @	390	3,510	
			106,926
 <b>SANITATION</b>			
Director of Sanitation	715	8,580	
Supervisory Sanitarian	575	6,900	
1 Senior General Sanitarian @	443	5,316	
1 Senior General Sanitarian @	527	6,324	
2 Senior General Sanitarians each @	550	13,200	
1 Senior General Sanitarian @	575	6,900	
1 Senior Sanitary Aide @	407	4,884	
			52,104
 <b>CLERICAL</b>			
Clerical Supervisor	462	5,544	
2 Senior Stenographers each @	424	10,176	
1 Stenographer @	358	4,296	
1 Stenographer @	328	3,936	
1 Typist @	342	4,104	
3 Typists each @	301	10,836	
			38,892
 <b>OTHER</b>			
Bacteriologist	550	6,600	
Public Health Veterinarian	601	7,212	
Mental Health Consultant	655	7,860	
Public Health Social Worker	527	6,324	
			27,996
Extra Help			3,500
			<hr/> \$246,674

MAINTENANCE AND OPERATION  
1964

ITEM:		TOTAL ANNUAL
1.	Employee Benefits:	
	(a) State Retirement and Social Security	\$23,864
	(b) Industrial Insurance	<u>1,000</u>
		\$24,864
2.	Fees:	
	(a) Pediatrician	7,200
	(b) Attorney	2,400
	(c) Registrars	1,600
	(d) Assistant Health Officer	4,800
	(e) Professional Services	500
	(f) Vocational Rehabilitation	<u>520</u>
		17,020
3.	Services:	
	(a) Postage and Telephone	4,500
	(b) Expense Equipment	800
	(c) Insurance and Bond Premiums	<u>2,500</u>
		7,800
4.	Supplies and Materials:	
	(a) Records and Supplies	2,500
	(b) P. H. Literature, etc.	200
	(c) Clinic and Laboratory	<u>5,000</u>
		7,700
5.	Travel:	
	(a) Transportation and Expense	6,000
	(b) Auto Maintenance	2,500
	(c) Repairs and Fuel Purchased from County	<u>5,000</u>
		13,500
6.	Other Maintenance and Operation	350
		<hr/>
		\$71,234

CAPITAL OUTLAY  
1964

<u>Item</u>	<u>Amount</u>
Three Metal File Cabinets	\$ 200
Used or New Office Equipment	200
One Executive Chair	100
Two New Automobiles - with trade-ins	4,000
	<hr/>
	\$4,500

RECEIVED from SNOHOMISH HEALTH DISTRICT two copies of BOARD OF HEALTH minutes for

August 13, 1963.

*Barthelme L. Tjerner*

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Auditor's Office