

NOTICE OF MEETING AND AGENDA
SNOHOMISH DISTRICT BOARD OF HEALTH
December 10, 1963
1:30 p.m.
CIVIL DEFENSE OFFICE

AGENDA

1. Call to Order
2. Minutes of November 12, 1963
3. Auditing Committee
4. Unfinished Business
5. New Business
 - A. Call for Bids - Insurance
 - B. Call for Bids - Automobile
 - C. Waiver of Retirement Date
6. Reports
 - A. Health Officer
 - B. Sanitation
 - C. Financial
7. Authorization of Accounts
8. Adjournment

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

MINUTES
SNOHOMISH DISTRICT BOARD OF HEALTH
December 10, 1963

Present: Members: Mrs. Simpson, Messrs. Wyatt, Gebert, and Stocker. Also, Dr. Anderson, Dr. Darrough, Dr. Millard, Miss Findlay, Miss Jones, Mrs. Schultz, Mr. Stockton, Miss Luening, Mr. Ingram, Mr. Wilson, Mr. Petershagen, Mr. Douglas, Mr. Berry, and Mrs. Supper.

In the absence of the Chairman and Vice-Chairman, Dr. Stocker presided as temporary chairman.

Minutes Moved by Mrs. Simpson, seconded by Mr. Gebert, and carried that the minutes of November 12, 1963, and as previously circulated to members, be approved.

Auditing Committee Dr. Stocker appointed Mr. Wyatt and Mr. Gebert as the Auditing Committee.

Liability Insurance Dr. Anderson stated that there had been questions concerning the coverage and also whether or not it was advisable to call for bids. Mr. Wilson stated that there were only three companies who write the professional liability portion of the coverage desired, and this is written on a firm filed rate. He further stated that all these companies would want to write all of the liability coverage or none. He represents The St. Paul Fire & Marine Insurance Company which has written the policy for the Health District since its formation in 1959. The experience has been excellent and the St. Paul Fire & Marine Insurance Company will give a 27% discount on the automobile and general liability coverage for the year of 1964. If the new multi-peril policy is written, which also covers fire, there will be a 15% discount on the fire coverage, and another 10% on the general liability besides the said 27% experience rating. He stated he did not believe a call for bids would bring a better premium than that offered by the St. Paul Fire & Marine Insurance Company. Dr. Anderson asked if under the present coverage, a nurse or doctor were named in a suit for negligence while performing Health District business, if he or she would be covered completely. Mr. Wilson assured him that they would be fully covered. Dr. Stocker asked if the Health District was obligated by law to call for bids for insurance, and Mr. Ingram said it was, but would look into the matter further.

Moved by Mrs. Simpson, seconded by Mr. Gebert, and carried that a committee of two Board members be appointed by the Chairman to examine this subject more fully with the aid of Mr. Ingram, and report to the Board of Health at their next meeting. Dr. Stocker appointed Mrs. Simpson and Mr. Wyatt to work with Mr. Ingram.

Call for Bids for Automobile Moved by Mrs. Simpson, seconded by Mr. Wyatt, and carried that the attached Call for Bids for one new automobile be issued. Moved by Mr. Gebert, seconded by Mr. Wyatt, and carried that item of "stick shift" included in the specifications attached to the above Call for Bids be amended to "automatic shift".

Waiver of Retirement Date

Dr. Anderson asked the Board to waive a portion of Section XVII of the Personnel Policies included in the Merit System of the Snohomish Health District, in the case of Grace Timmer, Public Health Nurse, who has reached the age of 65, the normal retirement age. Moved by Mrs. Simpson, seconded by Mr. Wyatt and carried that Paragraph XVII of Section XVII of the Health District Merit System, Personnel Policies and Procedures, be further waived in the case of Miss Grace Timmer for the period of one year, or until December 31, 1964.

Reports

Health Officer: Dr. Anderson stated that he had attended sessions of the Clinical Section of the American Medical Association at Portland. He reported that the Association is concerned with the drop in the immunity of the adult population to tetanus. Money has been appropriated by Congress for the Communicable Disease Center at Atlanta to conduct a campaign via the newspapers, radio, and television to encourage all individuals to be immunized against tetanus by their private physician or health department. The vaccine will be furnished to the physicians by the Communicable Disease Center. This campaign will be followed up by a survey to determine what percentage of the population had been immunized. Dr. Anderson pointed out that this campaign would be carried on only if it were fully endorsed by the Snohomish County Medical Association.

Sanitation: Mr. Stockton reported that the United States Public Health Service has representatives in this County making a survey of eighty restaurants. Snohomish County is one of four chosen throughout the nation. The purpose of the survey is to establish a uniform restaurant inspection form.

Financial: Revenues deposited as of November 30, 1963: \$279,829.41

1963 Operation Cost up to November 30, 1963:

| <u>Budget Item</u> | <u>Expended</u> |
|-------------------------|-----------------|
| Salaries | \$199,439.52 |
| Maintenance & Operation | \$ 60,262.48 |
| Capital Outlay | 4,416.48 |

Authorization of Accounts

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


| | | |
|--------------------------|---|-------------|
| Salaries - December 1963 | - | \$18,619.75 |
| M. & O. - November 1963 | - | 4,317.89 |
| Cap. O. - November 1963 | - | 62.28 |

Water Sample Tests

Mr. Gebert presented Mr. Rollie Berry, City of Everett Water Engineer. Mr. Berry requested that the Health District laboratory run for several weeks regular tests on water from a private system in Lowell which the City Water Department wishes checked while they are installing sewers in that district.

Change of Meeting Place and Date The Board of Health agreed to hold the next meeting in the second floor conference room at the City Hall on the first Tuesday of the month, January 7, 1964.

Adjournment The meeting was adjourned at 2:35 p.m.



Dr. M. M. Stocker, Temporary Chairman

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

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:—

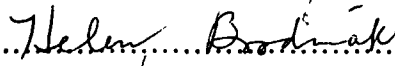
DECEMBER 20, 1963

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



Subscribed and sworn to before me this 21st

day of DECEMBER, 1963



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

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 one
(1) new automobile. The speci-
fications for said automobile, may
be secured from the Snohomish
Health District office at 3011 Rock-
efeller Avenue, Everett.
Bids will be opened by the Sno-
homish District Board of Health,
on TUESDAY, JANUARY 7, 1964,
at 1:45 o'clock p.m. at Everett
City Hall, Commissioners' Confer-
ence Room, Second Floor.
Bidders must show as separate
items on their bid proposal the de-
ducted amount of the Federal Ex-
cise Tax and the added amount of
the State Sales Tax. Date of de-
livery must be stated. F.O.B.,
Everett, Washington.
Bidders shall include in their
bid an offer to accept one used
1951 Ford two-door coupe, Identifi-
cation No. HIRH149686, as a trade-
in on the new automobile wanted
by the Snohomish Health District.
NOTICE IS HEREBY FURTHER
GIVEN that one 1961 Ford Coupe
as described above will be traded
in or sold on this same day and
hour as stated above, at which
time anyone may make an offer
to purchase from the Snohomish
Health District this used automo-
bile independent of and on the
new automobile wanted by the Sno-
homish Health District.
Dated this 10th day of Decem-
ber, 1963.
SNOHOMISH HEALTH
DISTRICT
By: Dr. M. M. Stocker,
Temporary Chairman,
Board of Health
Published Dec. 20, 1963



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 one (1) new automobile. The specifications for said automobile may be secured from the Snohomish Health District office at 3011 Rockefeller Avenue, Everett.

Bids will be opened by the Snohomish District Board of Health on TUESDAY, JANUARY 7, 1964 at 1:45 o'clock p.m. at Everett City Hall, Commissioners' Conference Room, Second Floor.

Bidders must show as separate items on their bid proposal the deducted amount of the Federal Excise Tax and the added amount of the State Sales Tax. Date of delivery must be stated, F.O.B. Everett, Washington.

Bidders shall include in their bid an offer to accept one used 1951 Ford two door coupe, Identification No. H1RH149686, as a trade-in on the new automobile wanted by the Snohomish Health District.

NOTICE IS HEREBY FURTHER GIVEN that one 1951 Ford Coupe as described above will be traded in or sold on this same day and hour as stated above, at which time anyone may make an offer to purchase from the Snohomish Health District this used automobile independent of a bid on the new automobile wanted by the Snohomish Health District.

Dated this 10th day of December, 1963.

SNOHOMISH HEALTH DISTRICT



By: Dr. M. M. Stocker,
Temporary Chairman
Board of Health

Published December 20, 1963
The Everett Daily Herald

SPECIFICATIONS FOR ONE NEW AUTOMOBILE FOR THE SNOHOMISH HEALTH DISTRICT

Sedan - four doors

Six Cylinders

Eighty-five (85) Horsepower minimum

Fresh Air Heater and Defroster

Automatic Shift

Turn Signals, front and rear

Sun Visors

Rear View Mirrors - inside and out

Solid Color

Five Tires and Five Wheels

Floor Mats - front

Windshield Wipers and Washers

Arm Rests, front

Seat Belt - driver's seat

Back-up Lights

RECEIVED OF THE SNOHOMISH HEALTH DISTRICT two copies of the SNOHOMISH
DISTRICT BOARD OF HEALTH MINUTES for NOVEMBER 12, 1963.

W.

Auditor's Office