

NOTICE OF MEETING AND AGENDA
SNOHOMISH DISTRICT BOARD OF HEALTH
May 7, 1968
1:45 p.m.

AGENDA

1. Call to Order
2. Minutes of April 9, 1968
3. Appointment of Auditing Committee for June
4. Old Business
 - A. Personnel Committee Report
 - B. Sanitary Code Resolution
5. New Business
 - A. Budgetary Resolution
 - B. Cash Register Proposals
6. Reports
7. Authorization of Accounts
8. Adjournment

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

MINUTES
SNOHOMISH HEALTH DISTRICT BOARD OF HEALTH
May 7, 1968

Present Members, Mrs. Simpson, Messrs. Fiege, Fosse, Alexander, Slye, Kincaid, McCollum, Kraetz, Marler, and Forsgren. Also, Dr. Anderson, Dr. Darrough, Dr. Luke, Miss Findlay, Mr. Moser, Mr. Mangum, Mr. Stockton, Mr. Hanson, Mr. White, Mr. Laube, Mr. King, Miss Croteau, Miss Curry, Mr. Ingram, and Mrs. Supper.

Minutes Moved by Mr. Slye, seconded by Mr. Kraetz, and carried that the minutes of April 9, 1968 be accepted as written.

Auditing Committee Mr. Fosse appointed Mrs. Simpson and Mr. Slye as the Auditing Committee for the June meeting. Mr. Kraetz took Mr. Fowler's place on the Auditing Committee at this meeting.

Student Nursing Program Dr. Anderson introduced Miss Pat Curry, a student nurse doing her public health field training at this health department this quarter. He briefly described this program.

Recess Mr. Fosse asked that all visitors leave the room for a short period of time.

Sanitary Code After the public meeting reconvened, Mr. Ingram presented a formal resolution adopting the Amended Sanitary Code as attached. The Secretary to the Board was instructed as to the filing and publishing of this resolution which becomes effective this date.

Moved by Mr. Kincaid, seconded by Mr. Alexander, and carried that the Resolution adopting the amended Sanitary Code be signed by the Chairman to become effective this date.

Resolution Moved by Mr. Alexander, seconded by Mr. Kincaid, and carried that the attached resolution providing for the transfer of monies within the Mental Health Program Supplemental Budget for 1968, be approved.

Cash Registers Dr. Anderson presented one proposal for three new cash registers to be used by the Snohomish Health District. He explained the necessity and the urgency of this. Mr. Fosse appointed Mrs. Simpson and Mr. Forsgren to study this proposal and to make a report to the Board of Health.

Application of James King James King, representing Tom Whyte, owner of land platted as Tulalip Wood, requested permission to address the Board of Health. Permission was granted. Mr. King stated he had obtained approval for recording of the plat described above from the Planning Department. He had been advised that the private sewer system contemplated would not be approved by the Environmental Health Section of the Health District. It appears from his statement that the Planning Department had approved the final plat. Mr. Mangum, Supervising Sanitarian, stated that this approval had been granted without obtaining a report from the Environmental Health Section of the Health District and that the lots

Application as platted do not meet Health District requirements in square footage.
Continued Mr. Mangum stated that approval of the health department was given on the preliminary plat subject to meeting Health District requirements and that under present Planning Department procedure, Health District approval must be given before the plat is recorded. Discussion followed. Mr. Mangum presented a memorandum prepared by the Health Officer. It was sent to all engineers and licensed sewage disposal designers in Snohomish County on March 29, 1967, pursuant to regulation making authority under the Sewer Resolution, setting the minimum lot size at 9600 square feet when septic tanks are to be installed for disposal of sewage. This policy was set by the Health Officer, based on past experience with smaller lots served by individual disposal systems. Mr. Mangum presented perc data done by members of the staff on these lots which indicated, in the opinion of the Health District, that these lots are not of sufficient size to support individual sewage disposal systems. After considerable discussion, it was

Moved by Mr. Fiege, seconded by Mr. Kincaid, and carried that Mr. King's petition, on behalf of the owner, Mr. Whyte, for reversal of the decision of the Health District in this matter, be denied. Mr. Forsgren voted 'no' and Mr. Alexander voted 'no'. Mr. Forsgren said he believed this was a legal question and perhaps the Health District had no right to increase the lot size required. Mr. Alexander stated that he believed Mr. King was following the code at the time he requested approval of the preliminary plat and that this circumstance was caused by a breakdown in communications between the Planning Department and the Health Department.

Reports

Dr. Anderson reported on the progressively decreasing incidence of measles in the State. He also spoke briefly concerning the heart transplants which are being performed.

Mr. Moser reported that the drain fields of the mobile park discussed in the April 9 meeting could not be corrected, and therefore the park is pumping the tanks regularly.

Mr. Kincaid thanked Mr. Moser on behalf of the City of Edmonds for his department's help in a recent sewer problem.

Mr. Forsgren thanked Mr. Moser for his prompt attention to a problem in Lynnwood but added that the problem was not yet solved. Mr. Moser replied that the only solution was sewers.

Dr. Anderson presented booklets just completed by the Health District which give a resume and schedule of the services offered and the fees charged. These will be distributed to the cities, agencies, and the public.

Vital Statistics - For February and March, 1968, as attached.

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

Salaries - May 1968: \$30,361.00

Maintenance and Operation - April 1968: \$4,690.62

Capital Outlay - April 1968: \$141.27

Personnel Policies and Procedures Moved by Mr. Kincaid, seconded by Mr. Alexander, and carried that the Washington State Nurses Association be requested to extend the date on the promulgation of Personnel Policies in Paragraph 7 of the present contract to July 15, 1968 and that the Health Officer be authorized to frame a vacation schedule for 1968 in line with present policies and to post in a prominent place in the Health District Office; and that as to other personnel policies, the present Personnel Policy, except as already modified by present practice and Health Officer memorandums, remains advisory.

Mr. Ingram stated that during the recess period, the Nursing Division had tried unsuccessfully to reach Miss Ouchi, their representative in the Washington State Nurses Association, but Mrs. Chandler had been contacted and had approved an extension of Paragraph 7 of the Agreement between that association and the Health District. He suggested that the Health Officer write a letter confirming this extension from May 15, 1968 to July 15, 1968.

Bargaining Agent Mr. Hanson, representative of the Professional and Technical Engineers Association, Local No. 17, spoke concerning his letter requesting a mediator from the Department of Labor and Industries. Copies of the letter had been received by Dr. Anderson and Mr. Kincaid. He stated that a mediator had been requested because of the May 15 deadline for promulgation of new personnel policies, and he felt a mediator could help. Mr. Alexander, who will be Chairman of the Personnel Committee during Mr. Kincaid's absence from the State during May, said he would set meeting dates for later this month with the Personnel Committee and the three bargaining agents.

Adjournment The meeting was adjourned at 4:40 p.m.

Chairman

Mr. Kincaid read the minutes of the meeting of the Board directly following the regular April 9, 1968 meeting concerning Personnel Policies.

At that meeting the Board agreed to accept the Personnel Policies as presented and amended by them on April 9. Mr. Kincaid advised the Board that in order to keep the Agreement made with the nurses on September 27, 1967, they should adopt a personnel policy at this meeting.

Mr. McCollum and Mr. Kraetz stated they didn't agree with the vacation schedule. The Board asked if they passed a personnel policy as approved, must it be made public? Mr. Stockton answered that they would, inasmuch as the Health District has no Personnel Policies at this time, but are simply using the previous ones as advisory except for the change in working hours. The Employee Personnel Committee which included representatives of all divisions of the Health District were under the impression that the recommended changes in the personnel policies were to take effect in 1968.

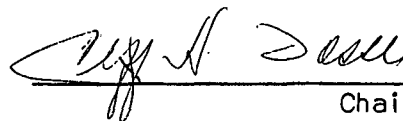
Mr. Fiege asked why the Board felt these policies should be kept secret and why members were apprehensive about publishing them. Several members replied that these personnel policies would be the negotiating tool for 1969 and all agreed that these policies would be the maximum offered. Mr. Fiege stated that he felt the Board hadn't really seen them and studied them as a package.

Mr. Ingram pointed out that perhaps the nurses would agree to an extension of Paragraph 7 of the Agreement from May 15, 1968 to July 15, 1968.

Moved by Mr. Fiege, seconded by Mr. Slye, and carried that the representative for the nurses of the Health District be contacted immediately at the Washington State Nurses Association, and an extension of Paragraph 7 of the Agreement with that body be requested. Mr. Ingram and Mr. Stockton were directed to ask a Health District nurse to contact Miss Ouchi, their representative in the Washington State Nurses Association, by telephone to see if this could be done.

Mr. Alexander was appointed temporary chairman of the Personnel Committee while Mr. Kincaid is on vacation this month. Mr. Fiege will continue to serve on the Personnel Committee.

Recess meeting adjourned at 3:15 p.m.



Chairman

BIRTHS AND DEATHS

(By Occurrence in Snohomish Co.)

March 31, 19 68

<u>BIRTHS</u>		Total to Date	Total for Month	Total County Res.	Total Non-Res.
Male... 407					
Female 378					
		785	264	227	37
<u>DEATHS</u>					
Male... 287					
Female 226					
		513	154	134	20
"Motor Vehicle" accidents (traffic)		10	1	1	
(non-traffic)		2	2	1	1
Accidental deaths (adults)		19	6	6	
Accidental deaths (infant *)					
All other infant deaths		18	6	5	1
Suicide		10	2	1	1
Homicide		2	2	2	
Undetermined (of above)					
Infectious diseases (cause) Meningococcal Meningitis		1	1	1	
Influenza		7	1		1
Malignant neoplasms		61	21	21	
Cerebral vascular accident		71	19	16	3
Diseases of the heart		186	62	54	8
All other diseases		126	31	26	5

* Under one year of age

BIRTHS AND DEATHS

(By Occurrence in Snohomish Co.)

February 29, 19 68

<u>BIRTHS</u>		Total to Date	Total for Month	Total County Res.	Total Non-Res.
Male....269..					
Female.....252..					
	<u>BIRTHS</u>	521	259	238	21
	<u>FETAL DEATHS</u>	6	1		1
	<u>DEATHS</u>	359	172	155	17
	"Motor Vehicle" accidents (traffic)	9	4	3	1
	(non-traffic)				
	Accidental deaths (adults)	13	8	8	
	Accidental deaths (infant *)				
	All other infant deaths	12	4	4	
	Suicide	8	6	5	1
	Homicide				
	Undetermined (of above)				
	Infectious diseases (cause)				
	Influenza	6	4	4	
	Malignant neoplasms	40	16	16	
	Cerebral vascular accident	52	25	23	2
	Diseases of the heart	124	54	49	5
	All other diseases	95	51	43	8

* Under one year of age

May 13, 1968

Miss Margaret Ouchi,
Assistant Executive Director
Washington State Nurses Association, Inc.
1117 Second Avenue
Seattle, Washington

Dear Miss Ouchi:

On the 7th day of May, 1968 Miss Margaret Zeller, Public Health Nurse, talked with your Miss Chandler concerning Paragraph 7 of the Agreement made between the Snohomish Health District and the Washington State Nurses Association, dated September 27, 1957, with reference to the undertaking of the Health District Board of Health to adopt a personnel policy.

As you are probably aware, the Health District Board, through its sub-committee, has reviewed the old Personnel Practices Committee report. The Board of Health is prepared to adopt a new Personnel Policy; however, in view of the fact that the Board of Health must also negotiate with your association and two other employee groups for 1969, we feel that our bargaining agents should discuss this Personnel Policy in negotiations. Therefore, we have requested that you extend the adoption of a Personnel Policy for 1968 to July 15, 1968. In the interim, the Board has authorized the Health Officer to fix vacation schedules and other personnel policies in line with existing policy.

We appreciate your cooperation, and I understand that Mr. Alexander has contacted your office to arrange a meeting very shortly.

Please indicate your agreement to extend the date to July 15,

Miss Ouchi

-2-

May 13, 1968

1968 as indicated in this letter by signing a copy of the letter and returning it to me.

Very truly yours,

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

CA:1
Enc.

The undersigned agrees to extend the date of May 15, 1968, designated in Paragraph 7 of the Agreement made between the Snohomish Health District and the Washington State Nurses Association, dated September 27, 1967, to July 15, 1968.

Washington State Nurses Association

Margaret Ouchi, Assistant Executive
Director

Dated

BUDGET ADJUSTMENT FOR MENTAL HEALTH SERVICE PROGRAM - 1968
(Snohomish Health District Reimbursed from Federal Grant-inAid Mental Health Funds)

We are requesting transfer of \$150 from Salaries to Other, and of \$500 from Salaries to Capital Outlay. We need \$3174 less than the bedgeted amount for Salaries, as the Assistant Coordinator position is unfilled until March 1, then filled at less than the bedgeted amount by promoting the Secretary-Receptionist to the position. The Secretary-Receptionist position was filled March 1 at a lower step on the salary scale by hiring a person with more limited experience.

	<u>Budgeted Amount</u>	<u>Actual Budget</u>
SALARIES		
Mental Health Coordinator	\$9420	\$9420
Assistant Mental Health Cdntr.	7944	6406
Sec. Recept.	<u>5136</u>	<u>3500</u>
	22,500	19,326
 OTHER		
Travel	100	200
Workshops and seminars	<u>00</u>	<u>50</u>
	100	250
 CAPITAL OUTLAY		
Desk & Chair	400	400
Stenorette	260	260
Typewriter	<u>0</u>	<u>500</u>
	660	1160

RESOLUTION

WHEREAS, since the adoption of the Mental Health Program Supplemental Budget for 1968, there has developed a need for additional monies in the MAINTENANCE AND OPERATION and the CAPITAL OUTLAY portions of the budget, and

WHEREAS, there is a surplus in the SALARIES portion of this budget due to a change in the staffing of the positions,


NOW THEREFORE, BE IT RESOLVED that \$150 be transferred from Item 4007 - Mental Health Assistant Coordinator to Item 8000 - Travel under the MAINTENANCE AND OPERATION portion of the budget, and

BE IT FURTHER RESOLVED that \$500 be transferred from Item 4007 - Mental Health Assistant Coordinator to Item 9000 - CAPITAL OUTLAY, and this amount is to be expended for an electric typewriter.

Dated this 7th day of May, 1968.


Chairman

ATTEST:


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

Passed in Regular Session this
7th day of May, 1968, by the
Snohomish District Board of Health.

NOW, THEREFORE, THE BOARD OF HEALTH OF THE SNOHOMISH HEALTH DISTRICT OF THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON, DOES RESOLVE AND ORDAIN AS FOLLOWS:

Section 1. That a certain document marked "Sanitary Code of Snohomish County, State of Washington" as originally adopted by the Snohomish County Health Department in December of 1957, and approved by the State Board of Health in January of 1958, and the Snohomish County Board of County Commissioners in 1962, as amended by the Snohomish Health District in 1962 and 1968, three (3) copies of which are on file in the office of the County Auditor of the County of Snohomish, and three (3) copies of which are on file in the office of the Snohomish Health District, one copy of which is on file with the City Clerk of each of the following cities within Snohomish County: Arlington, Briar, Darrington, Edmonds, Everett, Gold Bar, Granite Falls, Index, Lake Stevens, Lynnwood, Marysville, Monroe, Mountlake Terrace, Mukilteo, Snohomish, Stanwood, Sultan, and Woodway, being marked and designated as herein set forth as the "Sanitary Code of Snohomish County, State of Washington", be and said code is hereby adopted by this reference and by this resolution as the Sanitary Code of Snohomish County applicable within the jurisdiction of the Snohomish Health District as provided by the laws of the State of Washington, RCW 70.46.010, .040 and .060, providing for the issuance of permits and collection of fees thereof; providing penalties for the violation of such code and each and all of the regulations, provisions and health officer orders and Board of Health orders issued thereunder, and terms thereof on file in the offices of the above agencies.


Section 2. All other resolutions or parts of resolutions in conflict herewith are hereby repealed.

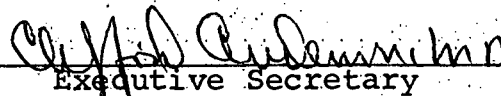
Section 3. That this resolution shall become effective immediately upon its passage, and a copy of this resolution shall be published in a newspaper of general circulation in the County of Snohomish, State of Washington, immediately after its adoption.

ADOPTED this 7th day of May, 1968.


DONE IN OPEN SESSION this 7th day of May, 1968.

SNOHOMISH HEALTH DISTRICT


Chairman


Executive Secretary

Attest:


LOIS SUPPER, Chief Clerk
Snohomish Health District

PUBLISHED: Everett Herald May 13, 1968

SNOHOMISH HEALTH DISTRICT BOARD OF HEALTH

RESOLUTION

RE: SANITARY CODE OF SNOHOMISH COUNTY, STATE OF WASHINGTON AS ORIGINALLY PROMULGATED AND APPROVED BY THE STATE BOARD OF HEALTH WITH SNOHOMISH HEALTH DISTRICT AMENDMENTS; ADOPTION OF AMENDED SANITARY CODE.

A resolution of the Board of Health of the Snohomish Health District, State of Washington, a municipal corporation, providing for the protection of the public health and safety; providing for the issuance of permits for food establishments; the inspection of food establishments; the sanitary requirements of food establishments; prescribing rules with reference to the health of employees of food establishments and other matters relating to the operation thereof; providing for food and beverage workers' permits; providing for permits for mobile home parks, their location, general layout, sewage disposal and other matters relating to public health in consideration therewith; requirements for parking mobile homes outside of mobile home parks; requirements and permits pertaining to public camps and parks and the operation thereof, and their appurtenances; providing for inspection and issuance of permits concerning tourist accommodations and other matters of public health relating to regulation of tourist accommodations; providing for sewage and/or waste removal, requiring permits and fixing fees therefor; fixing fees for regulating disposal sites; providing for regulations pertaining to garbage and refuse and disposal thereof, including dead animals, disposal sites, and requiring permits and bonds and fixing fees therefor; providing for inspection of retail and wholesale meat and fish facilities and regulation thereof, and making it unlawful to sell uninspected meat and fixing rules and regulations with reference to the manufacture, treatment and processing of meat, poultry and fish, and the packaging thereof, fixing regulations with reference to pricing said products, providing for permits and fixing a method of issuing health officer orders with reference to meat, fish and poultry regulations, and prescribing right to hearing by anyone deemed aggrieved by any such order, requiring permits and fixing fees; defining public nuisances affecting the public health, and defining the authority of the Board of Health regarding such nuisances and fixing requirements for the service of notice with reference thereto; repealing conflicting resolutions and ordinances; providing for the adoption by reference of the "Sanitary Code of Snohomish County, State of Washington, promulgated by the Snohomish Health District as amended."

Affidavit of Publication

STATE OF WASHINGTON,

County of Snohomish

ss.

I, JERRY DISTEFANO being first duly sworn on oath depose and say: That I am the

FINANCE OFFICER 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

RESOLUTION

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:—

MAY 13, 1968

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

Jerry Distefano

Subscribed and sworn to before me this 14th

day of MAY 1968

Helen Broadmeak

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

SNOHOMISH HEALTH DISTRICT BOARD OF HEALTH RESOLUTION RE: SANITARY CODE OF SNOHOMISH COUNTY, STATE OF WASHINGTON, AS ORIGINALLY PROMULGATED AND APPROVED BY THE STATE BOARD OF HEALTH WITH SNOHOMISH HEALTH DISTRICT AMENDMENTS; ADOPTION OF AMENDED SANITARY CODE.

A resolution of the Board of Health of the Snohomish Health District, State of Washington, a municipal corporation, providing for the protection of the public health and safety; providing for the issuance of permits for food establishments; the inspection of food establishments; the sanitary requirements of food establishments; prescribing rules with reference to the health of employees of food establishments and other matters relating to the operation thereof; providing for food and beverage workers permits; providing for permits for mobile home parks, their location, general layout, sewage disposal and other matters relating to public health in consideration therewith; requirements for parking mobile homes outside of mobile home parks; requirements and permits pertaining to public camps and parks and the operation thereof, and their appurtenances; providing for inspection and issuance of permits concerning tourist accommodations and other matters of public health relating to regulation of tourist accommodations; providing for sewage and/or waste removal, requiring permits and fixing fees therefor; fixing fees for regulating disposal sites; providing for regulations pertaining to garbage and refuse and disposal thereof, including dead animals, disposal sites, and requiring permits and bonds and fixing fees therefor; providing for inspection of retail and wholesale meat and fish facilities and regulation thereof, and making it unlawful to sell uninspected meat and fixing rules and regulations with reference to the manufacture, treatment and processing of meat, poultry and fish, and the packaging thereof, fixing regulations with reference to pricing said products, providing for permits and fixing a method of issuing health officer orders with reference to meat, fish and poultry regulations, and prescribing right to hearing by anyone deemed aggrieved by any such order, requiring permits and fixing fees; defining public nuisances affecting the public health, and defining the authority of the Board of Health regarding such nuisances and fixing requirements for the service of notice with reference thereto; repealing conflicting resolutions and ordinances; providing for the adoption by reference of the "Sanitary Code of Snohomish County, State of Washington, promulgated by the Snohomish Health District as amended."

NOW THEREFORE, THE BOARD OF HEALTH OF THE SNOHOMISH HEALTH DISTRICT OF THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON, DOES RESOLVE AND ORDAIN AS FOLLOWS:

Section 1. That a certain document marked "Sanitary Code of Snohomish County, State of Washington" as originally adopted by the Snohomish County Health Department in December of 1957, and approved by the State Board of Health in January of 1968, and the Snohomish County Board of County Commissioners in 1962, as amended by the Snohomish Health District in 1962 and 1968, three (3) copies of which are on file in the office of the County Auditor of the County of Snohomish, and three (3) copies of which are on file in the office of the Snohomish Health District, one copy of which is on file with the City Clerk of each of the following cities within Snohomish County: Arlington, Briar, Darrington, Edmonds, Everett, Gold Bar, Granite Falls, Index, Lake Stevens, Lynnwood, Marysville, Monroe, Mountlake Terrace, Mukilteo, Snohomish, Stanwood, Sultan, and Woodway, being marked and designated as herein set forth as the "Sanitary Code of Snohomish County, State of Washington," be and said code is hereby adopted by this reference and by this resolution as the Sanitary Code of Snohomish County applicable within the jurisdiction of the Snohomish Health District as provided by the laws of the State of Washington, RCW 70.46.010, .040 and .060, providing for the issuance of permits and collection of fees thereof; providing penalties for the violation of such code and each and all of the regulations, provisions and health officer orders and Board of Health orders issued thereunder, and terms thereof on file in the offices of the above agencies.

Section 2. All other resolutions or parts of resolutions in conflict herewith are hereby repealed.

Section 3. That this resolution shall become effective immediately upon its passage, and a copy of this resolution shall be published in a newspaper of general circulation in the County of Snohomish, State of Washington, immediately after its adoption.

ADOPTED this 7th day of May, 1968.

DONE IN OPEN SESSION this 7th day of May, 1968. SNOHOMISH HEALTH DISTRICT /s/ CLIFF H. FOSSE Chairman /s/ CLIFFORD ANDERSON, M.D. Executive Secretary

Attest: /s/ LOIS SUPPER Chief Clerk Snohomish Health District Published: Everett Herald, May 13, 1968.