

*Snohomish Health District
Board of Health Minutes
Regular Meeting
February 9, 2010*

Members Present

Patsy Cudaback, Councilwoman, Monroe
Jim Flower, Councilman, Sultan, Chair
Dave Gossett, County Councilman
John Koster, County Councilman
Mark Lamb, Mayor, Bothell, Vice Chair
Drew Nielsen, Councilman, Everett
Dave Orvis, Councilman, Edmonds
Dave Somers, County Councilman
Dianne White, Mayor, Stanwood
Donna Wright, Councilwoman, Marysville

Members Absent

Mike Cooper, County Councilman
Linda Grafer, Councilwoman, Mukilteo
Michelle Robles, Councilwoman, Mountlake Terrace
Jim Smith, Councilman, Lynnwood
Brian Sullivan, County Councilman

Others Present

John Amos, Snohomish County Council
Amy Blanchard, SHD CD Program Manager
Randy Darst, SHD Environmental Health Division Director
Randy Durant, SHD Food and Living Environment Section Environmental Health Specialist
Nancy Furness, SHD Special Assistant for Public Health and Emergency Preparedness
Gary Goldbaum, MD, SHD Health Officer and Director
Tim McDonald, SHD Communicable Disease Division Director
Rick Mockler, SHD Deputy Director
Tim Murphy, SHD Information Systems Manager
Suzanne Pate, SHD Communications Specialist
Don Peterson, SHD Business Manager
Teresa Quigley, SHD Administration Specialist
Sharon Salyer, The Everett Herald
Charlene Shambach, SHD Community Health Division Director
Pam Spence, SHD Temporary Region 3 AIDS Project Manager
Lindsay Toler, The Tribune
Steve Uberti, SHD Legal Counsel
Rick Zahalka, SHD Food and Living Environment Section Manager

Call to Order

The regular monthly meeting of the Board of Health was convened at 3:00 p.m. by Chair Flower in the First Floor Auditorium of the Snohomish Health District Rucker Building. Roll call was taken by Teresa Quigley, who reported a quorum was present.

Chair's Report

Chair Flower thanked Board members for arriving to the meeting on time. He welcomed new Board member City of Monroe Council Member Patsy Cudaback. Snohomish Health District's legal counsel Steve Uberti administered the oath of office to Patsy Cudaback.

Chair Flower announced the 2010 Board of Health Committee assignments and handed out the roster and meeting information for each committee.

Chair Flower introduced Rick Zahalka, Food and Living Environment manager, who in turn introduced representatives for each of the 2009 Food Establishment Awards of Excellence recipients. Board members who serve the area where the establishment is located presented the awards. A 24-member food advisory panel of industry peers considered 22 food service establishments nominated by Health District inspectors. The panel includes restaurant owners, operators, and chefs. This has been a very successful program for 20 years and is greatly appreciated by the business owners and operators. The following Snohomish County food establishments received awards for 2009:

Ixtapa, Lynnwood	Full Menu Establishment
U-Kawa Teriyaki, Mill Creek	Fast Service Establishment
Major League Pizza, Arlington	Limited Menu Establishment
Haggen Food & Pharmacy #55, Stanwood	Grocery Store
Camp Kalsman, Arlington	School/Industry/Institution
Snohomish Lions Weenie Wagon, Snohomish	Temporary Food Establishment

Chair Flower then read letters from two local agencies thanking the Board of Health for reinstating the Viral Hepatitis program.

Health Officer's Report

Dr. Goldbaum announced that Rick Mockler is retiring on April 16 following 23 plus years of service with Snohomish Health District. His retirement party will be held on Wednesday, April 14 from 4-6 p.m. in the Rucker Building atrium.

State of the District. Dr. Goldbaum presented his State of the District 2010 address, focusing on key challenges and accomplishments in 2009 and challenges of 2010. He thanked the Board members, staff and community members who contributed to improving the public's health the past year. Chair Flower also thanked staff for their service last year.

Update on strategic planning process. Dr. Goldbaum provided the current status of the strategic planning process, noting that the Public Health Advisory Council held its first meeting on February 4. Monthly meetings have been scheduled through May.

Public health funding and the 2010 legislative session. Dr. Goldbaum summarized legislative activity, noting that the process is highly fluid, but that several bills address public health issues. House Bill 2388 eliminates the sales and use tax exemption on candy and creates a single account through which all state funding for public health will be distributed. House Bill 3120 imposes a tax on wholesale sales of bottled water to fund core local public health functions of statewide significance. Senate Bill 6263 creates a nonprofit corporation to be known as the Washington vaccine association to assess health carriers and third-party administrators for the cost of vaccines provided to children under age 19 in Washington State.

Minutes

It was moved by Mr. Gossett and seconded by Mr. Lamb to approve the minutes of the annual meeting held January 12, 2010. The motion carried unanimously.

Public Comment

There was no public comment.

Committee Reports

Minutes from the January 15 Program Policy Committee meeting and February 1 Administration Committee meeting were included in today's meeting packet. Also included in today's meeting packet were the monthly standing reports. There were no questions regarding these reports.

Consent Agenda

It was moved by Mr. Gossett and seconded by Mr. Koster to approve the items on the Consent Agenda. The Board approved the following items: (a) Resolution 10-03 authorizing January 2010 expenditures for Health District, AIDS and PHEPR funds; (b) Department of Ecology Coordinated Prevention grant renewal; (c) partnership with Pregnancy Aid to apply for U.S. Department of Agriculture Breastfeeding Peer Counseling Program; and (d) Ryan White Part B HIV Case Management and Care Services contract award. The motion carried unanimously.

Action Agenda

Approval of WSNA contract. The 2010-2012 Washington State Nurses Association (WSNA) contract reviewed and recommended by the Board of Health at its January 12 meeting has been ratified by WSNA. It was moved by Mr. Somers and seconded by Mr. Gossett to approve this contract. The motion carried unanimously.

Approval of Sanitary Code revision addressing unpaid fees and permitting. Randy Darst explained the proposed Sanitary Code revision to the committee. This revision would allow Snohomish Health District to deny an application for permit, permit renewal or written approval if the applicant has outstanding monies owed to the District for permit fees, reinspection fees, late fees, checks returned by the bank, civil penalties, or other miscellaneous fees. The proposed language has been reviewed and approved by Snohomish Health District's legal counsel and by the Program Policy Committee. Following discussion, it was moved by Mr. Koster and seconded by Mr. Nielsen to approve this Sanitary Code revision. The motion carried unanimously.

Approval of plan for carry forward 5930 funding. At the January Board of Health Meeting, the Board instructed staff to develop a plan to obligate surplus 5930 funds to specific programs. The Board requested the plan address the previously Board approved Viral Hepatitis Outreach (VHO) program for both years 2010 and 2011, the previously approved STD Clinic Services Transition voucher program for 2010, as well as a yet to be approved Communicable Disease Child Care Facility Outreach program for both years 2010 and 2011.

The CD Program Manager and CD Division Director have reviewed the broad range of professional requirements presented by a Communicable Disease Child Care Facility Outreach program and propose the program be staffed by a half-time Environmental Health Specialist (EHS) and a half-time Public Health Nurse (PHN). Together, these staff will respond to communicable disease outbreaks in child care facilities and work to prevent communicable disease outbreaks such as salmonella, hepatitis, pertussis, measles, hepatitis or influenza.

Board members reviewed a spreadsheet titled "Analysis of 5930 Funding" that reports on the entire 5930 program revenue and expenditures for 2010 and 2011, including the VHO program, the Child Care Facility Outreach program, and a one-time \$50,000 for a STD clinic transition voucher program. Staffing levels used to build the spreadsheet reflect existing staffing for current programs and proposed staffing levels for the proposed program. In light of all expenditures from existing and proposed programs for both 2010 and 2011, the spreadsheet reports a 2011 carryover of \$84,551.

The Administration Committee has reviewed and recommends approval of the programs reflected in this spreadsheet, including a new half-time EHS position and a new half-time PHN position for the Childcare Facility Outreach program. Following discussion, it was moved by Mr. Nielsen and seconded by Mr. Somers to approve this plan for carry forward 5930 funding. The motion carried unanimously.

Approval of H1N1 Pandemic Supplemental PHEPR spending. At the October 13, 2009 Board of Health meeting, the Board authorized staff to accept PHEPR H1N1 Supplemental funding as it arrives and expend those funds in accordance with terms dictated by the United States Centers for Disease Control (CDC) and the Washington State Department of Health (DOH).

The Health District is following a protocol of achieving internal approval for expenditures, followed by achieving CDC/DOH approval and then reporting expenditures to the Board of Health Administration Committee and the full Board. Staff is committed to providing the county with as much H1N1 protection as possible, while at the same time improving Snohomish Health District's capacity to provide public health services.

Board members were provided with the December 31, 2009 H1N1 spending update. This document provides an end-of-year 2009 expenditure update and current projections for expenditures January through July 2010. In 2009, \$622,000 in PHEPR H1N1 Supplemental direct funds were expended. January - July 2010 direct expenditures are projected at \$644,800. These projected expenditures have received CDC/DOH approval. The remaining \$451,775 represents undesignated direct funds which are available for expenditure prior to July 30, 2010. Additional proposals, such as a marketing study, will be presented for expenditure of these funds in the near future.

Three specific expenditures in the Projected January - July 2010 column of the H1N1 Spending Plan were highlighted. These expenditures have been preapproved by the CDC and DOH. \$196,000 is designated for "Technology Upgrades"; \$60,000 is designated for a "Systems Engineer - 6 months"; and \$30,000 is designated for an "IS Contractor." The \$196,000 designated for "Technology Upgrades" offsets \$79,660 of General Fund Information Systems (IS) expenditures approved by the Board as part of the 2010 budget process and covers additional IS recommendations for 2010. The Systems Engineer position is a key component in the installation and implementation of the hardware and software purchased with PHEPR funds. Staff is proposing that a 1.0 FTE Systems Engineer be hired for one year, approximately from March 2010 to February 2011. The funding for this temporary position (\$90,000) would be a combination of PHEPR grant funds (March through July \$37,500) and General Fund (August through February \$52,500) from the \$79,660 saved in IS approved expenditures. The Administration Committee has reviewed and recommends approval of these expenditures. Following discussion, it was moved by Mr. Somers and seconded by Ms. White to approve the recommended expenditures. The motion carried unanimously.

Discussion Items

2010 Board of Health meeting schedule – potential change in March, October and November meetings. Due to scheduling conflicts, the March 9 Board of Health meeting must be rescheduled. Following discussion, it was agreed that the Board meeting will be held on March 16 at 3:00 p.m. Teresa will email Board members regarding the October and November meetings. Board members were reminded that the February Program Policy Committee has been changed to February 26 at 7:30 a.m.

Information Items

A calendar for scheduled meetings in February and March was provided to Board members in their packets.

Executive Session

No executive session was needed.

Other Business

No other business was discussed.

Adjournment

The meeting was adjourned at 4:01 p.m.

Jim Flower, Chair

Gary Goldbaum, M.D., M.P.H., Secretary