

*Snohomish Health District
Board of Health Minutes
Regular Meeting
September 14, 2010*

Members Present

Patsy Cudaback, Councilwoman, Monroe
Adrienne Fraley-Monillas, Councilwoman, Edmonds
Dave Gossett, County Councilman
Linda Grafer, Councilwoman, Mukilteo
Karen Guzak, Mayor, Snohomish
John Koster, County Councilman
Mark Lamb, Mayor, Bothell, Chair
Drew Nielsen, Councilman, Everett
Michelle Robles, Councilwoman, Mountlake Terrace
Jim Smith, Councilman, Lynnwood
Dianne White, Mayor, Stanwood
Donna Wright, Councilwoman, Marysville
Stephanie Wright, County Councilwoman

Members Absent

Dave Somers, County Councilman, Vice Chair
Brian Sullivan, County Councilman

Others Present

Anne Alfred, Snohomish Health District Environmental Health Division Solid Waste and Toxics
Program Environmental Health Specialist
John Amos, Snohomish County Council
Jeff Clarke, SHD Deputy Director
Randy Darst, SHD Environmental Health Division Director
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
Tim Murphy, SHD Information Systems Manager
Teresa Quigley, SHD Administration Specialist
Sharon Salyer, The Everett Herald
Christine Scarlett, SHD Human Resources Manager
Charlene Shambach, SHD Community Health Division Director
Pam Spence, SHD Region 3 AIDS Service Network Interim Regional Coordinator
Glen Svendsen, Snohomish County Finance
Steve Uberti, SHD Legal Counsel

Call to Order

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

Chair's Report

The Board of Health welcomed County Councilwoman Stephanie Wright as the new Board member representing District 3 – Southwest County. Health District legal counsel, Steve Uberti, administered the oath of office to Ms. Guzak.

Recognition of Pam Spence as the Health District Employee of the Quarter. Anne Alfred presented the Employee of the Quarter Award for the third quarter of 2010 to Pam Spence, Region 3 Interim Regional Coordinator. Since Alex Whitehouse, Region 3 AIDS Service Network Coordinator, became seriously ill last year, Pam stepped up and continued doing his work as well as her own. This has kept Snohomish Health District in the leadership role in the region. Pam's ability to coordinate the budgets and activities of the network reflects very positively on Snohomish County. The situation is further complicated with the knowledge that the program is due to be cut by the state and will soon cease to exist. Thus, wrapping up the program and producing final reports and figures will also fall to Pam. Through this difficult time, she has remained positive and professional. The Board applauded Pam.

Health Officer's Report

Monthly Report. Dr. Goldbaum advised that the Health District has received certificates of appreciation from the National Association of County & City Health Officials (NACCHO) for participating in the H1N1 Sentinel Network and from the United States Census Bureau for providing time and resources to the 2010 Census effort. Dr. Goldbaum updated the Board on an outbreak of pertussis in California and studies reported by the Centers for Disease Control of chronic disease health risk factors associated with sedentary behaviors, obesity and tobacco smoke exposure. Dr. Goldbaum applauded the Snohomish County Council for implementing incentives for public housing agencies to adopt no-smoking policies.

Reshaping Governmental Public Health in Washington State. In February of 2010, State Secretary of Health Mary Selecky appointed a work group of 17 public health leaders and 10 advisory members to consider a fundamental reshaping of public health in Washington State. The purpose of this work is to determine how to most efficiently and effectively use current and future resources to improve governmental public health in response to a changing environment with emerging challenges. Dr. Goldbaum provided Board members with preliminary results of Phase 1 of the plan and asked for input. He noted that a lot of this high level action agenda for the public's health parallels with the Health District's current strategic plan. In September, Phase 2 of the state plan will be widened to include other community partners and policy makers. Input will be considered, and a revised plan will be available in October. Complete information is available on the Department of Health website: <http://www.doh.wa.gov/PHSD/reshape.htm>. Ms. Robles suggested that public health funding for communicable disease and perhaps community health receive more emphasis, along with the mandated tuberculosis programs. Mr. Gossett expressed concern that public health is moving away from a system that identifies people who really need service and providing it to them, to providing more generic services to society overall. Board members can email further input to Dr. Goldbaum during this process.

Minutes

It was moved by Mr. Gossett and seconded by Ms. Fraley-Monillas to approve the minutes of the regular meeting held August 10, 2010. The motion carried unanimously.

Public Comment

There was no public comment.

Committee Reports

Minutes from the August 20 Program Policy Committee meeting and September 2 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. Nielsen and seconded by Ms. Donna Wright to approve the item on the Consent Agenda. The Board approved the following item: (a) Resolution 10-23 authorizing August 2010 expenditures for Health District, AIDS and PHEPR funds. The motion carried unanimously.

Action Agenda

Approval of Resolution 10-24, authorizing Clinical/Communicable Disease/Community Health Division fee increases. Board members were provided with the proposed 2011 fee schedule for all of the Clinical, Communicable Disease and Community Health Services and Resolution 10-24, adopting these fees effective January 1, 2011. All of the changes were previously reviewed in detail with the Administration Committee. It was moved by Mr. Smith and seconded by Ms. Guzak to approve the proposed Clinical/Communicable Disease/Community Health Division fee schedule to be effective January 1, 2011. The motion carried unanimously.

Discussion Items

2011 Budget. Board members were provided with: a general overview of the 2011 Health District General Fund Budget, including revenue and spending projections; a graph of the Health District's ending fund balance by month from 2006 to 2010; a summary of the 2011 Health District General Fund Budget by division; and a summary of the 2011 Community Health Division Budget by program. Summaries are also being prepared for Administration and the Communicable Disease, Environmental Health and Health Statistics and Assessment Divisions. These documents are in a new format designed to assist staff and the Board to better understand how programs are funded and the ramifications of making different types of budget decisions. Jeff Clarke explained each document thoroughly and emphasized that they are a work in progress and not ready for publication. Meetings have been held with the Board of Health 2011 Budget subgroup, and their suggestions are being incorporated into the new format. The Budget is being adjusted as local, state and federal government funding decisions are announced. Jeff noted that the Health District's fund balance was spent down until 2009, when H1N1 funding was received and the District was able to use some of that funding in place of General Funds. It is currently forecast that the year end 2010 fund balance will be \$2.1 million, which is a more secure emergency cushion than was in place at the end of 2009. Staff plan to talk with the Board in 2011 to develop a policy on the appropriate level of fund balance in the future. Based on best current projections, the 2011 Budget appears balanced. Board members were complimentary of the new budget format. It was agreed that Board members would receive an electronic copy of the budget documents, when the budget is formally submitted.

Information Items

A calendar for scheduled meetings in September and October was provided to Board members in their packets. Chair Lamb noted that the October Board meeting was moved out to October 19 due to the Joint Conference on Health.

Executive Session

No executive session was needed.

Other Business

A poll was taken of Board members available to attend the September 17 Program Policy Committee meeting. Only Ms. Robles and Ms. Stephanie Wright were available. Dr. Goldbaum and Ms. Robles will decide whether to hold this meeting and advise the rest of the committee. Ms. Donna Wright noted that she will be out of town for the October 4 Administration Committee meeting.

Adjournment

The meeting was adjourned at 4:02 p.m.

Mark Lamb, Chair

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