

***Snohomish Health District  
Board of Health Minutes  
Regular Meeting  
November 16, 2010***

**Members Present**

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

**Members Absent**

John Koster, County Councilman  
Mark Lamb, Mayor, Bothell, Chair  
Dave Somers, County Councilman, Vice Chair  
Brian Sullivan, County Councilman  
Stephanie Wright, County Councilwoman

**Others Present**

Kathy Adamson  
Anne Alfred, Environmental Health Division Solid Waste and Toxics Program Environmental Health Specialist  
John Amos, Snohomish County Council  
Jane Ballard  
Amy Blanchard  
Nancy Blevins  
Jeff Clarke, SHD Deputy Director  
Randy Darst, SHD Environmental Health Division Director  
Patricia DeGroot, Providence Regional Medical Center  
Randy Durant, SHD Environmental Health Division Food and Living Environment Program Senior Sanitarian  
Nancy Furness, SHD Special Assistant for Public Health and Emergency Preparedness  
Gary Goldbaum, MD, SHD Health Officer and Director  
Gayle Lanier  
Tim McDonald, SHD Communicable Disease Division Director  
Tim Murphy, SHD Information Systems Manager  
Brenda Newell  
Suzanne Pate, SHD Communications Specialist  
Don Peterson, SHD Business Manager  
Teresa Quigley, SHD Administration Specialist

Barbara Rose, University of Washington Graduate Student  
Sharon Salyer, The Everett Herald  
Christine Scarlett, SHD Human Resources Manager  
Charlene Shambach, SHD Community Health Division Director  
Glen Svendsen, Snohomish County Finance  
Kelly Sylliaasen  
Barbara Taylor, SHD Financial Analyst  
Steve Uberti, SHD Legal Counsel  
Gina Veloni  
Vicki Walton  
Judy Ward  
Rick Zahalka, SHD Environmental Health Division Food and Living Environment Program Manager  
Ed Zercher, Washington State Nurses Association

### **Call to Order**

At 3:02 p.m., Dr. Goldbaum advised that both Chair Mark Lamb and Vice Chair Dave Somers were unable to attend this meeting. It was then moved by Ms. White and seconded by Ms. Fraley-Monillas that Ms. Donna Wright serve as Chair pro tem for this meeting. The motion carried unanimously. Chair pro tem Donna Wright then convened the regular monthly meeting of the Board of Health 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**

There was no Chair's Report.

### **Health Officer's Report**

Anne Alfred presented the Employee of the Quarter Award for the fourth quarter of 2010 to Randy Durant, Senior Sanitarian for the Environmental Health Division Food and Living Environment Program. Randy has complete responsibility for temporary food service establishments, and about 900 permit applications cross his desk each year. Randy's customer service is second to none. He is reliable and respectful and clearly communicates the standards of food safety to clients. With his extensive knowledge, Randy is considered by all members of the food safety team as the go-to-expert, and his high energy spills over to the people around him. The Board applauded Randy for his service.

Ken Green, the Executive Director of Community Health Centers of Snohomish County (CHCSC), is moving to Connecticut and thus leaving the Public Health Advisory Council and is recommending that the CHCSC Medical Director, Lonnie Fuller, MD, take his place. It was moved by Ms. White and seconded by Mr. Gossett that Dr. Fuller replace Ken Green as a representative on the Public Health Advisory Council. The motion carried unanimously.

*Monthly Report:* Dr. Goldbaum updated the Board on outbreaks of pertussis (whooping cough) in the United States, with the highest level in California and the most cases reported in 60 years. As Centers for Disease Control (CDC) researchers have recently reported that 6-8% of whooping cough cases are transmitted from grandparents to children, the CDC Advisory Council on Immunization Practice (ACIP) is recommending vaccination of all household members (siblings and caregivers) of unvaccinated infants, and Dr. Goldbaum is alerting local practitioners to this new recommendation.

The CDC recently published findings from a detailed nationwide study that focused on rates of obesity, diabetes, and asthma among adults and examined the risk factors that contribute to those conditions. This study highlights the wide variation in health status and underlying causes of adverse health conditions across U.S. communities. Targeting limited resources most effectively requires an accurate understanding of local conditions, a role unique to public health and demanding specific expertise and technologies.

## **Minutes**

It was moved by Mr. Nielsen and seconded by Ms. Robles to approve the minutes of the regular meeting held October 19, 2010. The motion carried unanimously.

## **Public Comment**

There was no public comment.

## **Committee Reports**

Minutes from the October 15 Program Policy Committee meeting and November 1 Administration Committee meeting were included in today's meeting packet. Also included in today's meeting packet was a letter from Jamie Gravelle, chair of the Public Health Advisory Council. The Advisory Council has met eight times since February 2010. This letter briefly acknowledges the Council's work to date and summarizes the Council's criteria to assist the Board of Health in determining priorities for local public health and Snohomish Health District budgeting. 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 Ms. Grafer to approve the item on the Consent Agenda. The Board approved the following item: (a) Resolution 10-28 authorizing October 2010 expenditures for Health District, AIDS and PHEPR funds. The motion carried unanimously.

## **Action Agenda**

*Discussion and possible action on 2011 Budget.* The Board was provided with a draft 2011 Snohomish Health District Budget, along with a memo outlining observations and recommendations from the Board of Health Budget Subgroup of Dave Somers, Linda Grafer, Drew Nielsen and Patsy Cudaback.

Jeff Clarke presented an update on the 2011 Budget process. The proposed 2011 Health District Budget assumes that: the County will give the Health District the same level of funding from the General Fund and the one tenth of one per cent Mental Health money as in 2010; that the Tobacco program will continue through 2011 (funded out of the Health District General Fund the last six months); and that the First Steps program will continue through 2011. Dependent on State funding for the First Steps Program in 2011, staff has developed the following funding options: status quo throughout 2011 (no program or staffing changes, which would rely on full funding); status quo for six months, reduced program the remainder of 2011 (if no legislative help); status quo for six months, cancelled program the remainder of 2011 (if no legislative help); reduced program size and staffing effective March 1 (assuming no legislative help). The first three options provide for time to assess how the Legislature will act before making final decisions. The fourth option moves ahead with a smaller program without waiting.

The Board of Health Budget Subgroup supports budget balancing cuts in staffing, supplies and services that are reflected in the draft Budget. They also support staff's efforts to pursue the following cost containment and program realignment issues during 2011: an early retirement plan; reduction in administrative support staff throughout the District; delay in implementation of certain hardware and software upgrades for District IS equipment; reduction in vehicle fleet; reduction in personal computer count and printers/faxes/copiers; and consolidation of offices to free up leasable space in the Rucker Building. The Subgroup also recommends a study of the following program issues during 2011 with reports back to the Board: shifting of the Immunization program to community health providers; possible closure of the Lynnwood clinic and consolidation of those operations at the Rucker Building; an analysis by each Division of the mandate and feasibility of each of its programs; and an analysis of appropriate fund balance targets.

The County Executive has proposed for 2011 that the Health District receive \$3,253,000 in General Funds and \$670,000 in Mental Health Funds for the Nurse Family Partnership (NFP) program for a total contribution of \$3,923,000 (same total funding as 2010). The County Council Chair has released his proposed budget, which would eliminate NFP funding and reduce total funding for the Health District by \$670,000 in 2011. Mr. Gossett noted that although four members of the County Council supported keeping the NFP program in 2010 when it was recommended to be cut, the Board of Health approved its elimination. The County then funded NFP through Mental Health Tax funds as a one-year only bridge in anticipation of federal funding for 2011.

Jeff Clarke pointed out that due to decreased funding and cuts in programs and staffing, the Health District's overall budget has dropped by about \$1 million over the last two years. At the same time, the ending fund balance rose from a little over \$1 million to a little over \$2 million, mainly due to an influx of one-time federal H1N1 funds. District staff plan to discuss fund balance with the Board in 2011, and to draft a policy on the appropriate level of fund balance to guide future budgeting.

The Board held a detailed discussion, especially concerning the Nurse Family Partnership and First Steps programs, their impacts, relative merits, costs and future funding versus other Health District programs. No decisions were reached, as the final Health District Budget depends significantly on the County Budget to be adopted next week and 2011 contributions to the Health District. The Board expects to consider and adopt the Health District Budget at its December 14 meeting. Prior to that time, staff and the Board of Health Budget Subgroup will take into account the adopted County Budget and develop some options for Board consideration regarding the NFP and First Steps programs and their funding. Jeff again noted that major mid-year changes in the Budget may be necessary in 2011, if there are further decreases in state funding.

### **Discussion Items**

There were no discussion items.

### **Information Items**

The City of Lynnwood and Snohomish Health District have jointly submitted proposals to the Swedish Stevens Hospital District for several health promotion and prevention efforts. The Administration Committee has expressed support for these funding applications and will be notified if funding is received.

A calendar for scheduled meetings in November and December was provided to Board members in their packets.

### **Executive Session**

At 4:22 p.m. the Board went into Executive Session to discuss collective bargaining. At 4:33 p.m. the meeting reconvened.

### **Other Business**

No further items were discussed.

### **Adjournment**

The meeting was adjourned at 4:34 p.m.

---

Donna Wright, Chair Pro Tem

---

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