

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

Members Present

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

Members Absent

Patsy Cudaback, Councilwoman, Monroe
John Koster, County Councilman
Brian Sullivan, County Councilman

Others Present

Kathy Adamson
John Amos, Snohomish County Council
Stephanie Baird, Nurse Family Partnership client
Jane Ballard
Amy Blanchard
Nancy Blevins
Terry Clark, Executive Director Little Red Schoolhouse
Jeff Clarke, SHD Deputy Director
Cheryl Combest
Randy Darst, SHD Environmental Health Division Director
Patricia DeGroot, Providence Regional Medical Center
Nancy Furness, SHD Special Assistant for Public Health and Emergency Preparedness
Gary Goldbaum, MD, SHD Health Officer and Director
Toby Keys, University of Washington Graduate Student
Gayle Lanier
Tim McDonald, SHD Communicable Disease Division Director
Rita Mell
Mary Merrell
Donna Moore
Tim Murphy, SHD Information Systems Manager
Brenda Newell
Suzanne Pate, SHD Communications Specialist
Don Peterson, SHD Business Manager
Teresa Quigley, SHD Administration Specialist

Kristen Rogers, Nurse Family Partnership National Service Office
Barbara Rose, University of Washington Graduate Student
Christine Scarlett, SHD Human Resources Manager
Charlene Shambach, SHD Community Health Division Director
Kelly Sylliaasen
Leta Tarrell
Steve Uberti, SHD Legal Counsel
Gina Veloni
Vicki Walton
Judy Ward
Pam Wessel-Estes
Ed Zercher, Washington State Nurses Association

Call to Order

The regular monthly meeting of the Board of Health was convened at 3:03 p.m. by Vice Chair Somers in the Auditorium of the Snohomish Health District Rucker Building. Roll call was taken by Teresa Quigley, who reported there was one Board member short of a quorum.

Chair's Report

There was no report from the vice chair.

Health Officer's Report

Monthly Report. Dr. Goldbaum updated the Board on an epidemic of cholera in Haiti. Transmission is largely via contaminated water, which raises the importance of assuring safe drinking water. Although vaccines exist, none are FDA approved. Two doses are needed to provide full immunity, the vaccines are relatively expensive and limited, and Haiti's medical infrastructure is inadequate to support widespread administration.

In the most recent *National Vital Statistic Reports* the Centers for Communicable Disease noted that life expectancy decreased by 0.1 year from 77.9 years in 2007 to 77.8 in 2008, which may be a consequence of the increased prevalence of obesity among youth and young adults.

The recently released 2010 Surgeon General's report, *How Tobacco Smoke Causes Disease*, summarizes the evidence for how tobacco smoke at any level of exposure damages every organ in the body, leading to disease and death. Tobacco use remains the leading preventable cause of premature death in the United States, and continued tobacco prevention efforts are essential to reverse the damage to families, productivity and health care costs.

Anticipating the recent cold weather and power outages, the Health District issued cautions against running generators indoors, and burning charcoal or kerosene with inadequate ventilation. The District is reviewing its strategy and tools to strengthen communication outreach to vulnerable populations and will report back to the Board in early 2011.

The Snohomish County Alliance Healthcare Access (SCAHA) is a system that provides specialty services for eligible low-income uninsured and underinsured patients in Snohomish County. This system encompasses a full range of specialty services and involves major medical resources in the community such as hospitals, clinics and third party payers as collaborating partners. More than 40 Snohomish County physicians (representing seven specialties) have enrolled as volunteers, staff at local community health centers and free clinics have been trained and ancillary laboratory and imaging services have been secured. Case management services are provided by King County Project Access, upon which SCAHA is modeled. The process is now being piloted and its first referral accepted. Once fully underway, primary care providers will be able to refer uninsured patients to specialists for care than can include both outpatient and inpatient services (such as surgery). Dr. Goldbaum noted that he has been invited to join the King County Project Access Board of Trustees to represent Snohomish County.

A quorum was present at this time.

Minutes

It was moved by Mr. Gossett and seconded by Ms. Grafer to approve the minutes of the regular meeting held November 16, 2010. The motion carried unanimously.

Public Comment

Terry Clark, Executive Director of the Little Red Schoolhouse, expressed community need and support of continuing the Nurse Family Partnership (NFP) program.

Kristen Rogers, with the Nurse Family Partnership National Service Office, encouraged the Board to continue funding of the NFP program until other resources are found.

Suzanne Pate spoke for NFP client Stephanie Baird, who has benefited from and appreciates this program.

Committee Reports

Ms. Donna Wright summarized the December 6 Administration Committee meeting. The November 19 Program Policy Committee meeting was cancelled. The monthly standing reports were included in today's meeting packet, and there were no questions regarding these reports.

Chair Lamb arrived at 3:20 p.m. and presided over the balance of the meeting.

Consent Agenda

It was moved by Mr. Gossett and seconded by Ms. Robles to approve the items on the Consent Agenda. The Board approved the following items: (a) Resolution 10-29 authorizing November 2010 expenditures for Health District, AIDS and PHEPR funds; (b) U.S.D.A. Solid Waste grant application; and (c) renewed contract with Summit Law Group. The motion carried unanimously.

Action Agenda

Approval of Resolution 10-30, adopting the 2011 Budget. Jeff Clarke presented the proposed 2011 Budget for the Snohomish Health District General Fund in the amount of \$17,413,301, the Public Health Emergency Preparedness and Response Fund in the amount of \$774,519, and the Region 3 HIV/AIDS Fund in the amount of \$85,221. He noted that there is continued uncertainty over State funding cuts and that the 2011 Health District General Fund Budget may have to be revisited and revised following finalization of the State Supplemental 2009-11 Budget and the State 2011-13 Budget. This may result in further position and program reductions.

The proposed 2011 Budget is tight, with all programs constrained by limited resources. The County approved \$2,350,000 from the General Fund to support Health District programs. They also approved \$900,000 for the First Steps program and \$509,107 for the Nurse Family Partnership program from the 1/10th of 1% Mental Health Sales Tax Fund. That approval required authorization of a memorandum of understanding that requires a full-year of First Steps at the 2010 level of activity and states that the District will not receive funding for the NFP program in 2012 or beyond. Also, \$410,000 in State First Steps funding is included in the 2011 budget, but that may be cut in March 2011 with a loss of as much as \$360,000 for the year.

Four funding options in 2011 for the NFP and First Steps programs have been presented to the Board of Health Budget subgroup: 1) maintain NFP and First Steps at the 2010 level; 2) reduce NFP to the level of County funding (\$509,000) and keep First Steps at the 2010 level if the State doesn't cut it further; 3) cancel NFP and reduce First Steps in March; and 4) cancel NFP and cancel First Steps in July. The Budget Subgroup recommended option 2.

A total of about 7.225 positions have been cut to balance the 2011 Budget. The most immediate impact will be on the Nurse Family Partnership (NFP) program. With a decrease in funding for that program, and the likelihood that such funding will disappear completely in 2012, a 40% cut is proposed for NFP. This will result in the reduction of 3.15 FTEs and means fewer clients will be served in 2011. First Steps will continue at its present level, as will most other programs. Other staffing cuts: 1.4 FTEs in Communicable Disease; .675 FTE and a vacant .5 FTE position in Environmental Health; a 1.0 FTE program manager position in Community Health (resignation that will not be filled); and 1.0 FTE epidemiologist position split between Assessment and PHEPR (resignation that will not be filled).

With the option recommended by the Budget Subgroup and position and supply cuts, the 2011 projected General Fund revenues are \$17,727,798 and expenditures \$17,413,301, leaving a budget surplus at the end of 2011 of \$314,497, which assumes no cut in State First Steps funding.

The Public Health Emergency Preparedness Response (PHEPR) Fund increased in 2010 due to H1N1 money, but has dropped to a more normal amount in 2011. It is expected to be about \$774,519 in revenues and expenditures. Funding sources that support 5.3 FTEs are: CDC Base grant; Cities Readiness Initiative; and Health Care Coalition.

The HIV/AIDS Fund was a five-county regional fund with a budget of \$1+ million. Effective January 1, 2011, the State Department of Health is taking over most of that activity. Some activity will continue until the money runs out, probably in the middle of 2012. The Regional Fund balance will be \$150,384 January 1, and the expenditures for 2011 are expected to be \$85,221.

It was moved by Mr. Somers and seconded by Ms. Grafer to approve Resolution 10-30 adopting the 2011 Budget for the Snohomish Health District General Fund, Public Health Emergency Preparedness and Response Fund, and Region 3 HIV/AIDS Fund. The motion carried unanimously.

It was then moved by Mr. Gossett and seconded by Ms. Donna Wright to approve the memorandum of understanding with Snohomish County which addresses funding for the NFP program and First Steps program. The motion carried unanimously.

The Board thanked Mr. Clarke for his presentation.

Discussion Items

There were no discussion items.

Information Items

The Board discussed hiring of a consultant to perform a 360 performance review of the Health Officer, Dr. Goldbaum. Chair Mark Lamb has talked to one human resources professional who had been recommended to him, and it was suggested that he get offers from at least two consultants. A formal advertising and bidding process is not necessary, if the contract is less than \$30,000. Chair Lamb envisions a two-step process, where the Board of Health sets up performance criteria with the consultant, then conducts interviews with community members and staff of the Health District to get a fair sampling of Dr. Goldbaum's performance. The final evaluation would be shared with the Dr. Goldbaum, which would be tied into his compensation. It was suggested that either a subcommittee of the Board work with the consultant to set up the criteria and present it to the full Board, or that each Board member complete an evaluation form. Board members generally agreed with this process, and Chair Lamb will bring some proposals back to the Board at its January meeting.

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

Executive Session

At 3:47 p.m. the Board went into Executive Session to discuss 2011 COLA and benefits for non-represented staff, legal representation and collective bargaining. At 4:05 p.m. the meeting reconvened.

Other Business

Potential action on 2011 COLA and benefits for non-represented staff, Health Officer and Deputy Director. Jeff Clarke explained the benefit proposal for non-represented staff in 2011. It was then moved by Mr. Gossett and seconded by Ms. Robles to approve the following plan for pay and benefits covering non-represented employees for 2011: no COLA; step increases as warranted; and an allowance of \$830 per month toward the cost of employee/dependent insurance. The motion carried unanimously.

Potential action to select legal representation. Following a selection process, staff is recommending negotiation of a contract with Podrasky, Shipman & Uberti, P.S. for legal representation. It was then moved by Mr. Somers and seconded by Mr. Nielsen to approve negotiation of a contract with Podrasky, Shipman & Uberti, P.S. for legal representation. The motion carried unanimously. The contract will be presented for approval at the January Board of Health meeting, and Steve Uberti will continue to represent the Health District in the interim. Chair Lamb expressed his approval of Mr. Uberti.

Potential action to authorize approval of contract extension with AFSCME. The current three-year contract with AFSCME expires December 31, 2010. Negotiations have been held for a one-year extension in 2011 that includes: no COLA; step increases as warranted; and same percentage for medical premiums as before applied to new higher premiums. It was moved by Mr. Nielsen and seconded by Mr. Somers to authorize the Deputy Director to execute a one-year contract extension with AFSCME. The motion carried unanimously. Local 17 is also negotiating two contracts with the District, with no agreement to date.

Adjournment

The meeting was adjourned at 4:12 p.m.

Mark Lamb, Chair

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