

***Snohomish Health District  
Board of Health Minutes  
Regular Meeting  
March 15, 2011***

**Members Present**

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

**Members Absent**

Patsy Cudaback, Councilwoman, Monroe  
Dave Gossett, County Councilman  
Drew Nielsen, Councilman, Everett  
Brian Sullivan, County Councilman  
Stephanie Wright, County Councilwoman

**Others Present**

John Amos, Snohomish County Council  
Jane Ballard, SHD Health Statistics and Assessment Manager  
Pat Calcote, SHD Community Health Tobacco Prevention & Control and Communicable Disease Administrative Specialist  
Randy Darst, SHD Environmental Health Division Director  
Katie Denter, SHD Emergency Preparedness Regional Learning Specialist  
Jonelle-Fenton Wallace, SHD Environmental Health Division Solid Waste and Toxics Section Environmental Health Specialist  
Nancy Furness, SHD Special Assistant for Public Health and Emergency Preparedness  
Gary Goldbaum, MD, SHD Health Officer and Director  
Karen Halpin, SHD Administration Specialist  
Steven Hellyer, SHD Information Systems Manager  
Gayle Lanier, SHD Communicable Disease Program Manager  
Bob Lutz, MD, Spokane County Board of Health  
Tim McDonald, SHD Communicable Disease Division Director  
Marilyn McKinnon, SHD Environmental Health Division Office Assistant  
Suzanne Pate, SHD Communications Specialist  
Debbie Pennell, SHD Environmental Health Division Office Assistant  
Don Peterson, SHD Business Manager  
Charlene Shambach, SHD Community Health Division Director  
Patric Slack, Snohomish Regional Drug & Gang Task Force  
Glen Svendsen, Snohomish County Finance  
Steve Uberti, SHD Legal Counsel  
Hasina Wong, SHD Environmental Health Division Solid Waste and Toxics Section Environmental Health Specialist

## **Call to Order**

The regular monthly meeting of the Board of Health was convened at 2:59 p.m. by Chair Lamb in the Board Room of the Snohomish Health District Rucker Building. Roll call was taken by Karen Halpin, who reported there was a quorum present.

## **Chair's Report**

Dr. Goldbaum presented the Team of the Quarter Award for the first quarter of 2011 to the District Wellness Committee: Annie Peterson, Chris Stringer, Debbie Kent, Debbie Pennell, Hasina Wong, Katie Denter, Marilyn McKinnon, Nancy Furness, Pat Calcote, Therese Quinn, Vicki Petterson and Wendy Blaisdell. The Wellness Committee was nominated for their commitment to promoting workplace health and wellbeing. They sponsor creative and thoughtful programs and tools for prevention, education and guidance. As the Health District works for the health of the community, the Wellness Committee focuses on the health and improved quality of life of the employees.

Chair Lamb discussed selection of a consultant for the Health Officer performance review. Mark discussed with the Board a not to exceed amount for the scope of work. It was explained that a consultant would do interviews with the Board, key external stakeholders, and Health District staff. Given financial constraints, the Chair proposed that this should not exceed \$5000. This is necessary for the Board to evaluate the Health Officer's performance. It is an important part of the Board's fiduciary duty to evaluate his performance and for setting his compensation. The interaction the Board has with the Health Officer at Board meetings is inadequate for Board members to do their job and meet their responsibility as Board members. Also, for the Health Officer's own professional development and to improve his own performance, it is important for him to have feedback from other members of the community. The Board approved spending up to \$5000 to complete a 360 review of the Health Officer.

## **Health Officer's Report**

Dr. Goldbaum reported there has been public concern about the radio-active material from the nuclear reactors spreading to the United States as a result of the recent earthquakes in Japan. Dr. Goldbaum explained there is a radiological monitoring system throughout the United States including Alaska and Hawaii. Washington State is actively part of that monitoring system. The State Department of Health is continuously being updated with the latest information and shares it regularly.

At this time, the United States is not experiencing any elevated risk of radio-active material. Dr. Goldbaum is discouraging anyone from stocking up on or taking potassium iodide or other substances that may be used to prevent damage from radiation exposure as there are potential side effects. Dr. Goldbaum also noted that agencies have access to potassium iodide in the Strategic National Stockpile.

Health Statistics and Assessment Program Manager Jane Ballard gave a presentation on injuries in Snohomish County. Jane discussed the four most common types of injuries in Snohomish County which are poisoning, suicide, motor vehicle collisions and falls.

Solid Waste and Toxics Section Environmental Health Specialist Jonelle-Fenton Wallace gave a presentation on the countywide drug take-back project, which helps to get unwanted medications out of your homes, water, and the reach of children. Brochures were distributed explaining that law enforcement agencies and other community partners have established free prescription drug drop-off locations throughout Snohomish County to provide for easy, secure and responsible ways to properly and securely dispose of unused, unwanted and expired prescription drugs.

Dr. Robert Lutz, Spokane Regional Health District Board of Health member, is working with the National Association of Local Boards of Health (NALBOH) to introduce Boards of Health in Washington State to the Guide to Community Preventive Services and to facilitate communication between Boards of Health across the State. Dr. Lutz gave an overview of this evidence-based public health resource, which is supported by the Centers for Disease Control & Prevention (CDC).

## **Minutes**

It was moved by Mr. Somers and seconded by Ms. Donna Wright to approve the minutes of the regular meeting held February 8, 2011. The motion carried unanimously.

## **Public Comment**

There was no public comment.

## **Committee Reports**

Minutes from the February 28 Administration Committee meeting were included in today's meeting packet. The February 25 Program Policy Committee meeting was cancelled. 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 Ms. Guzak and seconded by Ms. Fraley-Monillas to approve the item on the Consent Agenda. The Board approved the following item: (a) Resolution 11-05 authorizing February 2011 expenditures for Health District, AIDS and PHEPR funds. The motion carried unanimously.

## **Action Agenda**

*Approval of Resolution 11-06, declaring April 4-10 as Public Health Week. Since 1995, the first week of April has been proclaimed National Public Health Week. Dr. Goldbaum noted that this is an opportunity to recognize the many benefits of local public health to the community and the good work of public health staff. It was moved by Ms. White and seconded by Ms. Robles to approve Resolution 11-06, declaring April 4-10, 2011 as Public Health Week. The motion carried unanimously.*

*Approval of Resolution 11-07, recognizing service of Sandy Bourke.* Sandy Bourke, Clinic Office Assistant, is retiring following 30 plus years of service with Snohomish Health District. Tim McDonald, Communicable Disease Division Director, thanked Sandy for over 30 years of service. It was then moved by Ms. Robles and seconded by Ms. White to approve Resolution 11-07, recognizing the service of Sandy Bourke. The motion carried unanimously.

## **Discussion Items**

*State budget changes resulting in revenue impacts.* Dr. Goldbaum updated the Board on projected changes to Health District funding since the 2011 General Fund Budget of \$17,413,301 was adopted in December 2010. The State Legislature is considering proposed cuts in both the Supplemental Budget for 2009-11 and the 2011-13 Biennial Budget. To date, the Health District December 14 Budget Balance has moved from a surplus of \$314,497 to a surplus of \$22,049. More changes could be forthcoming the next couple of months as the State finalizes its budgets, and given the current Fund Balance, staff recommends no modification to the Health District Budget at this time.

*Prioritization process.* The Board of Health 2011 Budget Subgroup recommended a number of analyses to be carried out by the Health District in 2011 to assist the Board in addressing the impact of potential changes in State public health funding. One of the recommendations was to perform an analysis of each of the Health District programs, identifying which are required by statute, their degree of self-support, whether they could be transferred to community providers, and their cost for service. Dr. Goldbaum provided Board members with an initial timeline for this analysis through the 2012 budget process. Managers have started gathering information for the 25 programs in the Health District, and a report will be provided to the Board of Health and Public Health Advisory Council in May to assist them with prioritization.

## **Information Items**

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

## **Executive Session**

At 4:33 p.m. the Board went into Executive Session to discuss collective bargaining. At 4:37 p.m. the meeting reconvened.

## **Other Business**

As discussed in Executive Session, two agreements have been accepted by Local 17 membership (IFPTE and AHPU). It was moved by Mr. Somers and seconded by Ms. Guzak to approve the negotiated one-year extension to the contracts with the Local 17 bargaining units, contingent upon receipt of the signed contracts from Local 17. The motion carried unanimously.

## **Adjournment**

The meeting was adjourned at 4:38 p.m.

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Mark Lamb, Chair

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