

**Snohomish Health District  
Board of Health Minutes  
Regular Meeting  
June 14, 2011**

**Members Present**

Patsy Cudaback, Councilwoman, Monroe  
Adrienne Fraley-Monillas, Councilwoman, Edmonds  
Dave Gossett, County Councilman  
Linda Grafer, Councilwoman, Mukilteo  
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

**Members Absent**

Karen Guzak, Mayor, Snohomish  
Dave Somers, County Councilman, Vice Chair  
Brian Sullivan, County Councilman  
Stephanie Wright, County Councilwoman

**Others Present**

Joseph Aharchi, SHD Tuberculosis Program Manager  
John Amos, Snohomish County Council  
Jane Ballard, SHD Health Statistics and Assessment Program Manager  
Amy Blanchard, SHD Communicable Disease Program Manager  
Jeff Clarke, SHD Deputy Director  
Patricia DeGroot, Providence Regional Medical Center  
Farrell Fleming, South County Senior Center in Edmonds  
Nancy Furness, SHD Special Assistant for Public Health and Emergency Preparedness  
Gary Goldbaum, MD, SHD Health Officer and Director  
Steven Hellyer, SHD Information Systems Manager  
Gayle Lanier, SHD Vaccine Preventable Disease Program Manager  
Tim McDonald, SHD Communicable Disease Division Director  
Rita Mell, SHD Vaccine Preventable Disease Clinic Services Program Manager  
Donna Moore, SHD Community Health Division Office Supervisor  
Brenda Newell, HIV/STD Prevention Program Manager  
Suzanne Pate, SHD Communications Specialist  
Martha Peppones, Senior Services of Snohomish County  
Kevin Plemel, SHD Environmental Health Division Water and Wastewater Section Manager  
Teresa Quigley, SHD Administration Specialist  
Charlene Shambach, SHD Community Health Division Director  
Glen Svendsen, Snohomish County Finance  
Kelly Sylliaasen, SHD Clinic Office Supervisor  
Steve Uberti, SHD Legal Counsel  
Michael Whitney, The Tribune

## Call to Order

The regular monthly meeting of the Board of Health was convened at 3:08 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 there was a quorum present.

## Chair's Report

Dr. Goldbaum updated the Board on the Health Officer performance review process.

Dr. Goldbaum and Board of Health Chair Mark Lamb are presenting at the September National Association of Local Boards of Health (NALBOH) Conference in Coeur d'Alene, Idaho. It was moved by Mr. Gossett and seconded by Ms. Robles to approve Health District coverage of their expenses, along with Board of Health Member Donna Wright.

## Health Officer's Report

*Monthly Report.* Dr. Goldbaum reported on: an innovative Centers for Disease Control and Prevention (CDC) blog encouraging emergency preparedness in the home; an Adverse Childhood Experiences (ACE) workshop recently held in Everett that included an overview of the ACE Study and focused on the high costs to communities of not addressing adverse childhood experiences; the ten public health achievements of the first decade of the 21<sup>st</sup> century as recently published by the CDC; and an article by the CDC in the June 10 *Morbidity & Mortality Weekly Report* that summarized trends in food-borne diseases. He also provided an update on the E. coli outbreak in Europe.

*Aging Report.* Health Statistics and Assessment Program Manager Jane Ballard and Martha Peppones, Director of Nutrition Services for Senior Services of Snohomish County, gave a presentation on aging in Snohomish County. The Health District is working with the Senior Consortium of Snohomish County and participating senior centers to develop a series of assessment reports on the aging population to increase awareness of aging issues, network and develop communitywide action plans, and create more aging-friendly communities. Ms. Robles noted that she would like the Board of Health to consider reinstating injury prevention in the coming budget.

## Minutes

It was moved by Mr. Nielsen and seconded by Mr. Gossett to approve the minutes of the regular meeting held May 10, 2011. The motion carried unanimously.

## Public Comment

There was no public comment.

## Committee Reports

Ms. White reported on the June 6 Administration Committee meeting. Ms. Robles reported on the May 20 Program Policy Committee meeting. It was agreed that the June 17 Program Policy Committee meeting would be cancelled due to conflicting events. 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. Robles and seconded by Ms. Fraley-Monillas to approve Resolution 11-12, authorizing May 2011 expenditures for Health District, AIDS and PHEPR funds. The motion carried unanimously.

## Action Agenda

*Approval of Resolution 11-13, recognizing the service of Shelley Armstrong.* Shelly Armstrong, Office Supervisor for the Environmental Health Division, has retired following 19 plus years of service with Snohomish Health District. Kevin Plemel, Water and Wastewater Section Manager, recognized Shelley for her competence and cheerful disposition. It was then moved by Ms. Cudaback and seconded by Ms. Donna Wright to approve Resolution 11-13, recognizing the service of Shelley Armstrong. The motion carried unanimously.

*Approval of Resolution 11-14, recognizing the service of Jonnae Tillman.* Jonnae Tillman, Health Educator in the Tobacco Prevention Program, has left the Health District following 15 plus years of service. Charlene Shambach, Community Health Division Director, recognized Jonnae for her expertise in the tobacco prevention field. It was then moved by Mr. Nielsen and seconded by Ms. Robles to approve Resolution 11-14, recognizing the service of Jonnae Tillman. The motion carried unanimously.

*Approval of Resolution 11-15, authorizing changes to Communicable Disease Division fee schedule and policy.* Tim McDonald went over proposed changes to Communicable Disease Division fees to be effective January 1, 2012, including the Immunization Clinic, Tuberculosis Services and the Surveillance and Response program. In general, the Resource-Based Relative Value Scale (RBRVS) is used to identify fees. Services funded by grants or contracts are included in the worksheets in order to establish fees for third party payers in the future. Many Clinical and Communicable Disease services are offered on a sliding fee scale based on the number of household members and income, and no child is denied vaccines due to the family's inability to pay. Due to diminishing public health funds, it is proposed that in 2012, the Health District will continue offering sliding fees for clinical services to children (age less than 19), but not for services for adults (age 19 or older). Currently, payment for clinical services is by cash or check only, but fee recovery from third party payers (beyond Medicaid and Medicare) and acceptance of credit or debit cards may be explored in the future. The Health District is also seeking community partners to support clinical services not fully supported by fees. Board members expressed concern over the community's ability to provide these additional services. The proposed fees have been reviewed by the Program Policy and Administration Committees. Following discussion, it was moved by Mr. Gossett and seconded by Mr. Koster to approve Resolution 11-15, authorizing changes to the Communicable Disease Division fee schedule and policy. The motion carried unanimously. The Communicable Disease Division fee schedule and policy will be revisited during the budget process to assess the degree to which community providers are able to expand their immunization services to patients displaced by the new policy.

## Discussion Items

*Early retirement program proposal.* Jeff Clarke presented an updated draft of the early retirement program proposal for employees. A number of questions developed during discussion that needed clarification, especially involving District liability for unemployment claims and whether current fiscal conditions are obviating the need for the program, and it was agreed to move this item forward to the July Board of Health meeting.

*Board budget subgroup.* Mr. Gossett, Mr. Nielsen, and Ms. Robles volunteered to work with Jeff Clarke and Dr. Goldbaum over the next few months on budget development.

## Information Items

*Application for CDC community transformation grant.* The Health District has submitted a letter of intent to apply for a community transformation grant with the CDC.

A calendar for scheduled meetings in June and July was provided to Board members in their packets.

**Executive Session**

No executive session was needed.

**Other Business**

No other business was held.

**Adjournment**

The meeting was adjourned at 5:03 p.m.

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Mark Lamb, Chair

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