



***Snohomish Health District
Board of Health Minutes
Regular Meeting
February 10, 2015***

Members Present

Suzie Ashworth, Councilmember, Granite Falls
Linda Grafer, Councilmember, Mukilteo
Karen Guzak, Mayor, Snohomish
John Joplin, Councilmember, Brier
Ken Klein, County Councilmember
Sam Low, Councilmember, Lake Stevens
Sean Richards, Councilmember, Mountlake Terrace
Sid Roberts, Councilmember, Lynnwood
Donna Wright, Councilmember, Marysville
Stephanie Wright, County Councilmember, Chair

Members Absent

Adrienne Fraley-Monillas, Councilmember, Edmonds
Scott Murphy, Councilmember, Everett
Terry Ryan, County Councilmember
Dave Somers, County Councilmember
Brian Sullivan, County Councilmember

Call to Order

The annual meeting of the Board of Health was convened at 3:00 p.m. by Chair Sam Low in the Auditorium of the Snohomish Health District Rucker Building. Roll call was taken by Lorie Ochmann, who reported there was a quorum present.

Minutes

It was moved by Ms. Guzak and seconded by Ms. D. Wright to approve the minutes of the regular meeting held January 13, 2015. The motion carried unanimously



Consent Agenda

It was moved by Ms. S. Wright and seconded by Mr. Richards to approve the following items on the Consent Agenda: (a) vouchers 59950-60095 totaling \$1,515,525.80 for January 2015; and (b) Resolution 15-04 authorizing January 2015 expenditures for Health District and PHEPR funds. The motion carried unanimously.

Special Business

Chair Low and Dr. Goldbaum presented the Healthy Communities Award to Briget DeClerq. The award recognizes Lake Stevens Target for on-going commitment to the health of the community by not selling tobacco or vaping products.

Public Comment

There was no public comment

Chair's Report

Chair Low thanked Stephanie Wright for her service as Chair in 2014. Dr. Goldbaum presented Ms. Wright for a certificate of appreciation for her service.

Mr. Low informed the Board that he spent January 21 at the District attending a Public Health Advisory Council Meeting and then meeting with staff. Mr. Low also attended Legislative Education Day in Olympia with SHD staff.

Health Officer's Report

Measles

From January 1 to January 30, 2015, 102 people from 14 states were reported to have measles; most of these are believed to be due to exposure at Disneyland. This follows 644 cases reported from 27 states in 2014, the greatest number of cases since measles was eliminated in the U.S. in 2000 (only imported cases were documented). Most cases either were not vaccinated or did not know if they had been vaccinated.

Measles is a serious disease that kills about 400 people every day worldwide. Infants are especially vulnerable, making it especially important that pregnant women be vaccinated in order to protect the newborn. Measles is arguably the most contagious infectious disease we know, which is why public health is so aggressive in finding anyone who has been exposed. The one infected person who visited Snohomish County in January potentially exposed hundreds of people. Ultimately, Health District staff contacted 130 individuals, assured testing of 42, and excluded 9 from work.



Influenza

As of January 24, 141 Snohomish County residents have been hospitalized for influenza and eight have died of influenza during this influenza season. These numbers equal or exceed those for the past several seasons. However, the numbers reported each week are now declining, so we have probably passed the peak. Nonetheless, staff still urges everyone to wash hands, cover coughs, stay home if ill, and get vaccinated.

Heroin

On January 27, the Health District and the Snohomish County Department of Human Services issued our report on heroin use (special thanks to authors Mark Serafin and Robin Fenn). The report generated tremendous interest (TV, radio, print, & social media) across the region. The report highlights challenges and recommends strategies to address the heroin challenge.

Legislative Update

Together with Board Chair Sam Low, ten Health District staff went to Olympia on February 4th to participate in the Washington State Public Health Association's (WSPHA) Legislative Day. Small groups visited legislators to educate about issues of public health concern. Of highest concern is funding.

Water Catchment

The Health District has been asked to explore how captured rainwater might be allowable for drinking and other household purposes. District staff have already begun collaborating with Snohomish County Planning and Development Services (PDS) staff on clarifying current rules and regulations and a potential process by which water catchment systems could be permitted. PDS and SHD staff will be meeting again in the next several weeks to scope the issue and identify various options on how best to proceed, recommendations, and report on time and resource needs to accomplish any needed policy revisions. Prior to undertaking any particular course of action, staff will return to the Board with a briefing on these matters and recommended next steps.

Action Items

Immunization Clinic Transition Plan

Nancy Furness, SHD Communicable Disease Division Director gave a presentation on the Immunization Clinic Transition Plan. The delivery of clinical services in Snohomish County has changed. Immunizations are widely available throughout the community. Medicaid expansion and the availability of Federally Qualified Health Centers (FQHCs) represent the promise that more adults and children will be seen in community-based medical homes. Locally the FQHCs are Community Health Center of Snohomish County and SeaMar. The medical homes provided by organizations such as these, in combination with the service of private providers, are designed



to provide comprehensive preventive and treatment services within a clinical setting and result in better health outcomes for patients and their families.

At the November 4, 2014 Board of Health meeting, an overview of the agency's 2015 budget was presented. The budget included a proposal to transition immunization and travel clinic services to community providers by July 1, 2015. The agency's budget proposal escalated the transition of these services by approximately 6 months from what was contemplated in the 2014 Strategic Plan Update. The escalation was informed by financial realities; declining utilization; alignment with health care reform; greater public health needs; and availability and willingness of community providers.

At the November 2014 Board of Health meeting, some concerns were expressed regarding the escalated transition schedule and the absence of a complete transition plan. Dr. Goldbaum suggested a strategy to seek approval of the 2015 budget, contingent on development of a transition plan by the end of first quarter 2015. The Board subsequently directed staff to develop two budget proposals for consideration at the December meeting- a scenario that retained immunization clinic services through December 31, 2015 and a scenario that would transition clinic services to the community by the end of June 2015, pending the development of a transition plan by the end of Q1 2015 that meets the Board's approval.

Staff subsequently prepared a "Framework for Transition of Immunization Program" to help guide staff tasks and actions that are intended to confirm details, secure arrangements and obtain mutual understandings leading to a detailed transition plan of immunization services. Upon consideration of this and other budgetary information and after further deliberation at the December 2015 Board of Health meeting, the Board approved Resolution 14-15, adopting a 2015 budget for the District that included the discontinuation of immunization clinic services effective June 30, 2015, pending the development of a clinic transition plan.

The Snohomish Health District Clinic Transition Plan has been developed with input from staff, including representatives of the Immunization Clinic, Tuberculosis and Refugee Screening staff, Vaccine Preventable Diseases Outreach, the HIV program, Division management, and Communications. This team provided a well-rounded and comprehensive view of transition needs. Careful thought was put into every service provided. A consultant is providing support in reaching out to community providers for transition of services and partnership with the District.

Mr. Guzak commented on the hard work and thoroughness of the plan.

It was moved by Ms. Guzak and seconded by Mr. Klein to approve the Snohomish Health District Immunization Clinic Transition Plan. The motion carried unanimously.

Appointment of Agent to Receive Claims

Pete Mayer, SHD Deputy Director discussed the requirement to appoint an Agent to Receive Claims. Since 1989 the District has utilized Enduris as its insurance provider for liability and property claims. In order to provide the linkage between a claimant and our insurance carrier, every public entity is required, via its governing body, to appoint and designate an agent to receive damage/loss claims. RCW 4.96.020 states the name, address, and business hours of the



agent of the local governmental entity appointed to receive the claim must be recorded with the county Auditor's office as described in RCW 65.04.045.

In the 2006 session, the Washington State Legislature passed additional punitive measures for failure to comply with appointing and recording a designated agent to receive claims. As of 2006, these measures have significant negative impact on local government entities. If the entity fails to provide the information required, or incorrectly lists the agent with whom the damage/loss claim is to be filed, the local governmental entity is deemed to have waived any defense related to the failure to provide that specific information or to present the claim to the proper designated agent. It is common for public entities to name their Risk Manager as the agent to receive claims. Previously, the role of risk management was conducted by the Business Office Manager, Judy Chapman. Due to the broadened scope of duties of the Business Office Manager, the District has reassigned risk management duties to Human Resources Manager, Teri Smith.

It was moved by Ms. S. Wright and seconded by Mr. Joplin to approve Resolution 15-05, appointing and designating Teri Smith, Human Resources Manager, as the District's agent to receive damage/loss claims. The motion carried unanimously.

Briefings

Water Damage

Teri Smith, SHD Human Resources Manager reported on water damage to the Rucker Building that occurred over the Martin Luther King Junior holiday weekend. A water valve connected to a toilet tank in the first floor clinic area broke while the building was unoccupied. Water covered floor in much of the atrium, standing water in clinic area and other areas was up to ½ inch deep. The generator room in the basement was of concern due to the electrical complexity. A third party was engaged to remove ceiling insulation in order to facilitate drying. As a result of the damage, the Immunization Clinic moved to the Lynnwood location beginning February 9. The damage is covered by insurance. Enduris, the District's primary insurer, will cover damages up to \$250,000 after the \$10,000 deductible is met. Secondary insurance from Lexington will cover damages in excess of \$250,000. Reserves have initially been set for \$375,000. Removal of furniture and cabinetry has begun. Flooring, drywall, and insulation removal will begin as soon as next week.

Ms. Guzak inquired about the timeline for reoccupying the space.

Ms. Smith responded that the damaged area was scheduled to be vacated by the Immunization Clinic June 30. The future use of the space and therefore the nature of the repairs are yet to be determined.

Board of Health Retreat Follow-up

The Board of Health met on Saturday, February 7 for a planning retreat facilitated by Margaret-Norton Arnold. Ms. Norton-Arnold has been contracted by the District for Strategic Planning and Implementation work. Ms. Norton-Arnold reviewed final edits to the planning



document discussed on February 7. Formation of a Blue Ribbon Commission was also discussed at the retreat. Chair Low requested that recommendations for individuals to serve on the Commission should be submitted to Mr. Klein or Mr. Low by Wednesday, February 18.

Committee and Standing Reports

Finance Report

There were no questions on the finance report.

Information Items

A calendar for scheduled meetings in February and March 2015 was provided to Board Members in their packets.

Executive Session

Pursuant to RCW 42.30.110(1)(i) The Snohomish Health District Board of Health convened into Executive Session at 4:20 for the purposes of discussing potential litigation. The Board estimated the Executive Session would last ten minutes. The Board reconvened at 4:30.

Adjournment

The meeting was adjourned at 4:30PM.

Sam Low, Chair

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