



***Snohomish Health District
Board of Health Minutes
Regular Meeting
December 8, 2015***

Members Present

Adrienne Fraley-Monillas, Councilmember, Edmonds
Linda Grafer, Councilmember, Mukilteo
Karen Guzak, Mayor, Snohomish
John Joplin, Councilmember, Brier
Sam Low, Councilmember, Lake Stevens, Chair
Scott Murphy, Councilmember, Everett
Sid Roberts, Councilmember, Lynnwood
Terry Ryan, County Councilmember

Members Absent

Suzie Ashworth, Councilmember, Granite Falls
Ken Klein, County Councilmember
Sean Richards, Councilmember, Mountlake Terrace
Dave Somers, County Councilmember
Brian Sullivan, County Councilmember
Donna Wright, Councilmember, Marysville
Stephanie Wright, County Councilmember

Call to Order

The December meeting of the Board of Health was convened at 3:05 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 not a quorum present.

The agenda was rearranged to delay voting items as no quorum was present. Ms. Grafer arrived at 3:06; Mr. Murphy arrived at 3:10; and Ms. Fraley-Monillas arrived at 3:15, making a quorum.

Public Comment

There was no public comment.



Chair's Report

Chair Low announced that the January Board of Health Meeting would serve as the annual meeting required by Charter as well as a need for the formation of two ad-hoc committees. A Nomination Committee will be formed to identify 2016 Chair and Vice Chair of the Board. A three or four member Ad-Hoc Committee will also be formed to evaluate the proposed transfer of the Health District to Snohomish County. Committee Members will meet with SHD staff and Ruckelshaus Center representatives the week of December 14 to discuss developing a scope of work and schedule for reaching Board consensus about the proposed transfer. Board Members Klein, Murphy, and D. Wright volunteered to serve on this Ad-Hoc Committee. Chair Low and Ms. Fraley-Monillas volunteered to serve on the Nomination Committee. Mr. Ryan agreed to assist in identifying a County Council Member to serve on the Nomination Committee.

Health Officer's Report

Dr. Gary Goldbaum, SHD Health Officer reported on Tuberculosis and Refugee Program reimbursement rates, communicable diseases in 2015, new research on immunizations, and Health Care Reform.

Minutes

It was moved by Ms. Guzak and seconded by Mr. Roberts to approve the minutes of the regular meeting held November 10, 2015. The motion carried unanimously.

Consent Agenda

It was moved by Mr. Ryan and seconded by Mr. Murphy to approve the following items on the Consent Agenda: (a) Resolution 15-15 authorizing expenditures for Health District and PHEPR funds totaling \$1,227,130.35 and voucher numbers 61522-61657 for November 2015; (b) Dr. Chris Spitters' contract renewal; (c) Snohomish County Solid Waste contract renewal; and (d) NetSmart Service Agreement renewal. The motion carried unanimously.

Action Items

SIPP Phase 2: Resolution to Washington State Legislature

Dr. Goldbaum recapped the follow-up request from the Board at the November 10, 2015, meeting when the Board approved a Chapter 14 of the Sanitary Code, regulating the sale and use of vapor products. Recognizing that local action could not address all the steps needed to protect youth



and other vulnerable Snohomish County residents, the Board directed staff to draft a resolution urging the Washington State Legislature to take further action. Upon approval of the resolution, staff would share the resolution with Snohomish County's legislators, Washington State Association of Local Public Health Officials (WSALPHO) and other local health jurisdictions.

It was moved by Mr. Ryan and seconded by Ms. Fraley-Monillas to adopt Resolution 15-23 calling on the Washington State Legislature to Act to Restrict Youth Access to E-Cigarettes and Vapor Products. The motion carried unanimously.

2016 Budget Adoption

Dr. Goldbaum introduced the Revised 2016 Budget Request by reviewing the endorsed "Futures" vision and Strategic Plan implementation. SHD Deputy Director Pete Mayer recapped budget assumptions which include a 2% COLA, funding for the First Steps Program through 2016, rolling over 2015 funding from delayed capital projects, Rucker Building improvements, and a modest investment in the endorsed new vision. Mr. Mayer reviewed staffing levels by division totaling 143.75 FTE, a reduction of 1.45 FTE compared to the 2015 Budget. Revenues are projected to total \$15,791,970 slightly less than 2015, largely due to closure of immunization clinic. The assumed 2016 County contribution is \$2,653,200. SHD Business Manager Judy Chapman discussed Capital Expenditure planning. Rucker Building renovations totaling \$3,285,321 and vehicle and technology requests bring the total Capital Expenditure Request to \$4,073,815. One-time use of Fund Balance in 2016 totals \$2,066,531. Nancy Furness, Communicable Disease (CD) Division Director highlighted work in the Child Care Program and Public Health Emergency Preparedness and Response Program (PHEPR). Jeff Ketchel, Environmental Health Division Director highlighted the proposed Vaping Fee Schedule. Retailers seeking a Category 1 permit would have an annual fee of \$145. Retailers who choose to offer samplings would apply for a Category 2 permit which would entail both an annual permit fee, as well as a one-time plan review fee to verify compliance with all the Category 2 requirements. For any entity where a violation is identified, the ordinance allows for a reinspection fee, which is set at \$100 for recovery of costs. Charlene Shambach, Community Health Division Director discussed highlights in injury prevention and efforts to improve nutrition. Dr. Goldbaum concluded the presentation by reconfirming the assumptions.

Board Member Murphy thanked staff for all of the hard work on the budget. He voiced concern over the proposal to spend roughly 70% of the available Fund Balance, while noting that Snohomish County ranks 34 out of 35 local health jurisdictions in funding. The investment in public health is disappointing. Mr. Murphy emphasized the importance of the commitment from staff to bring decision points, especially those related to the Rucker Building improvements to the Board for careful consideration and deliberation in light of the potential structural changes over the next two years.

Board Member Guzak, who served on the 2016 Budget Ad-Hoc Committee with Mr. Joplin and Mr. Klein, noted that the building expenditures were closely examined. The investments are



necessary at this time to allow the staff to continue to serve the public and prepare for the future. Revenue from leased space will contribute to financial stability.

Board Member Fraley-Monillas voiced her support for the budget noting it is FTE neutral with no layoffs.

Board Member Ryan thanked staff for their work and added that the county did the best it could with funding from shrinking revenues. The projected deficit in 2018 is concerning.

Board Member Fraley-Monillas responded that the county did the best it could with the available resources and that a merger with the county might protect SHD in the future.

Board Member Murphy added that state law requires counties to fund local public health.

Board Member Roberts agreed that incremental decision points are needed over use of Fund Balance.

Board Member Joplin added that additional discussion is needed over our ranking 34 out of 35 in funding for local health jurisdictions.

It was moved by Ms. Guzak and seconded by Mr. Roberts to adopt Resolution 15-16. The motion carried unanimously.

Committee and Standing Reports

Finance Report

There were no questions on the finance report.

Information Items

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

Adjournment

Mr. Murphy thanked Chair Low for his service as Chair. The meeting was adjourned at 4:06PM.

Sam Low, Chair

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