



***Snohomish Health District
Board of Health Minutes
Regular Meeting
January 12, 2016***

Confirmed Members Present

Christine Cook, Councilmember, Mukilteo
Adrienne Fraley-Monillas, Councilmember, Edmonds
Kurt Hilt, Councilmember, Lake Stevens
John Joplin, Councilmember, Mill Creek
Ken Klein, County Councilmember, Chair
Scott Murphy, Councilmember, Everett
Sean Richards, Councilmember, Mountlake Terrace
Brian Sullivan, County Councilmember
Donna Wright, Councilmember, Marysville
John Joplin, Councilmember, Brier

Unconfirmed City Representatives

Mark Bond, Councilmember, Mill Creek
Dan Rankin, Mayor, Darrington
Jeff Rasmussen, Councilmember, Monroe

Members Absent

Benjamin Goodwin, Councilmember, Lynnwood
Terry Ryan, County Councilmember
Stephanie Wright, County Councilmember

Call to Order

The January meeting of the Board of Health was convened at 3:04 p.m. by Vice Chair Ken Klein in the Auditorium of the Snohomish Health District Rucker Building. Vice Chair Klein adjusted the agenda to ensure quorum for Action Items and Executive Session.

Oath of Office: Swearing In/Written Oath

City of Lake Stevens Councilmember Kurt Hilt and City of Mukilteo Councilmember Christine Cook were sworn in by Steve Uberti.

Vice Chair Klein introduced the other new council members for whom final city confirmation is pending: Mayor Dan Rankin, Councilmember Mark Bond, and Councilmember Jeff Rasmussen, who were present, and Councilmember Benjamin Goodwin, who was not present. The remaining new council members will be sworn in at the February Board of Health meeting.



Election of Chair/Vice Chair

Ms. Fraley-Monillas referred to guest Sam Low, prior Board Chair, to provide recommendations for Chair and Vice Chair. Recommendation for Chair: Mr. Brian Sullivan. Recommendation for Vice- Chair: Ms. Adrienne Fraley-Monillas. No nominations from the floor.

It was moved by Mr. Shaun Richards and seconded by Ms. Fraley-Monillas to elect Mr. Brian Sullivan as Chair. The motion carried unanimously.

It was moved by Mr. Scott Murphy and seconded by Mr. Seann Richards to elect Ms. Adrienne Fraley-Monillas as Vice Chair. The motion carried unanimously.

Roll call

Roll call was taken by Ms. Alea Westlake. A quorum was present.

Dr. Gary Goldbaum shared that because Mr. Mark Bond is not yet confirmed as a voting member, Mr. John Joplin (who represented District 4's smaller cities in 2015) continues to represent those cities until Mr. Bond is sworn in.

Minutes

It was moved by Mr. Sullivan and seconded by Ms. Fraley-Monillas to approve the minutes of the regular meeting held December, 8, 2015. The motion carried unanimously.

Consent Agenda

It was moved by Mr. Sullivan and seconded by Ms. Fraley-Monillas to approve the following items on the Consent Agenda: Resolution 16-001 authorizing expenditures for Health District totaling \$1,364,832.83 and voucher numbers 61659-61795 for December 2015. The motion carried unanimously.

Public Comment

Ms. Anne Alfred was asked by the three (3) union representatives to share that on November 25, 2015, a letter was sent to Snohomish Health District (SHD) Administration recommending that SHD discuss the impacts of the new Employee Handbook. It was felt it would be premature to approve the new Employee Handbook. SHD has agreed to meet with the coalition of the District's three unions on February 3, 2016.

Executive Session

The Snohomish Health District Board of Health convened into Executive Session at 3:17 p.m. for purposes of discussing interpretation and application of labor agreements pursuant to RCW



42.30.140(4)(a) and for purposes of planning labor negotiation strategy or position pursuant to RCW 42.30.140(4)(b). Executive Session was expected to last 15 minutes. It was recommended by Steve Uberti that city members for whom final confirmation is pending remain for the Executive Session along with labor council.

Upon the conclusion of the 15 minutes, the Executive Session was paused temporarily while the public was informed that the Executive Session was extended for an additional five minutes. The Board reconvened into regular session at 3:35 p.m.

Chair Report

Vice Chair Klein shared his appreciation of Councilmember Sam Low for his service as the previous Snohomish Health District Board of Health Chair.

Vice Chair Klein shared recommended dates for the upcoming Board Retreat to develop a sustainable strategy for 2017 including the transition of WIC and First Steps. The options provided did not align with the council members' schedules. It was recommended to send out a "doodle poll" with more options. ACTION: A "doodle poll" will be sent to the council members with additional options for the 1st quarter of 2016.

Vice Chair Klein asked for 2-3 Board of Health volunteers to sit on the Ad Hoc Secure Medicine Disposal committee to participate in the policy development process. Mr. Sullivan, Ms. Fraley-Monillas, and Mr. Hilt volunteered to sit on the Ad-Hoc Secure Medicine Disposal committee. Vice Chair Klein reviewed the requirements of participation.

Briefings and Action Items

(SR16-003) Employee Handbook

Ms. Teri Smith, HR Manager, shared the motion to approve the new Employee Handbook for non-representative (non-union) staff. A coalition meeting with the District's 3 bargaining units will be held on February 3 to discuss and review the Employee handbook. Any substantive changes will likely be handled as an MOU to existing collective bargaining unit agreements.

Ms. Smith shared a brief history of the Employee Handbook, noting discussion with the Board in April 2015. The feedback and recommended changes from the Board have been incorporated into this version. The Employee Handbook is comprised of approximately 25 freestanding policies and the current non-represented policy book and has been reviewed by Summit Law (SHD labor counsel) to reflect current laws and practices. The Employee Handbook also addresses emergency closures.

Pete Mayer shared as a point of clarification that the current action will be effective February 1, 2016, and applies at this time only to non-represented staff.



It was moved by Ms. Fraley-Monillas and seconded by Mr. Richards to approve the Employee Handbook, applying at this time only to non-represented employees. Motion carried unanimously.

(SR16-005) Interagency Agreement with Washington State Department of Ecology (Local Source Control Contract)

Mr. Jeff Ketchel, Environmental Health Director, shared the purpose of the Local Source Control program, noting it prevents hazardous waste from making its way into storm drains and surface water, and more specifically into Puget Sound. Environmental Health staff visit businesses and other organizations, such as schools, and provide education related to proper storage, handling and disposal of dangerous waste. This funding comes from the federal government through the Washington State Department of Ecology (DOE) to the SHD. Other Puget Sound public health agencies and cities also receive this funding. Mr. Ketchel reviewed DOE's high priorities for hazardous waste and storm water issues. SHD has been partnering with DOE since 2008. This funding will support 2.0 FTE in 2016-2017 and has been approved through the budget. Areas of focus for SHD include high school chemistry labs, dental clinics, other related businesses and adopting EnviroStars in Snohomish County.

Mr. Ketchel requested Board approval on the two (2) year Local Source Control contract for \$475,000.

It was moved by Mr. Murphy and seconded by Ms. Donna Wright to approve the Local Source Control contract. Motion carried unanimously.

(SR16-004) Hazard Mitigation Plan

Ms. Nancy Furness, Communicable Disease Director, provided a briefing on the Snohomish County Natural Hazards Mitigation Program. The purpose of the Natural Hazard Mitigation Plan is to reduce or alleviate the loss of life, personal injury and property damage that can result from a disaster. In order to be eligible for FEMA funding, Snohomish County must have participated in this planning process. Ms. Furness shared goals, hazards of concerns, plan development schedule, and the components of the updated plan. The link to the plan (Volume 1 and Volume 2), was provided to the Board for review. SHD will be required to participate in Hazard Mitigation meetings and has developed a district specific annex which includes the development of a natural disaster vulnerability assessment, possible mitigation activities for 2016-2020 and a list of mitigation activities the SHD already completed.

Ms. Furness will request the Board's February meeting to adopt Volume 1 and 2 of the Hazard Mitigation Plan and SHD's Annex to the plan.

It was noted that several Snohomish County cities are not listed as partners. Mr. Hilt responded to this inquiry by sharing that those cities were not represented at the time by this planning process as a

result of their affiliation with the now closed Emergency Services Coordinating Agency (ESCA). The other exception is the City of Everett which provides its own mitigation plan within their Comprehensive Emergency Management Plan (CEMP).

(SR16-001) Health Officer's Report

Dr. Goldbaum provided statistics on Tuberculosis, education related to health and opioid overdoses. Dr. Goldbaum noted the following from his report:

- Tuberculosis: We must continue our efforts on evaluation, treatment and follow up for future generations of Snohomish County residents.
- Education: Dr. Goldbaum wanted to recognize the Everett School District for their commitment to a 100% graduation rate and building a healthier community. Graduation rates have improved significantly since 2001.
- Opioid overdoses: Noting that prescription opioid addition (oxycontin, vicodin, percocet, etc.) and overdoses have increased dramatically since 2010. The prescription opioids have been reformulated by the pharmaceutical industry in an effort to reduce the potential for abuse. Dr. Goldbaum shared that heroin has become increasingly pure and less expensive. Many people who were previously addicted to prescription opioids are now using heroin. Naloxone is a life saving drug that can be administered to someone who is overdosing. Naloxone is rapidly becoming available in the community.

Dr. Goldbaum shared local efforts that have been implemented in order to reverse the trend:

1. In 2014, Dr. Goldbaum worked with local pharmacies to enable pharmacists to sell naloxone kits
2. In 2015, SHD provided the local syringe exchange naloxone kits to its clients who inject drugs. Dr. Goldbaum shared a recent experience that happened at the local syringe exchange site. Someone was injecting in the parking lot and overdosed. The staff at the local exchange site quickly administered the naloxone and within four (4) minutes the first responders arrived and the person was already recovering.
3. Snohomish County Human Services implemented a program to train local first responders in the use of naloxone and provide them with kits.

Ms. Donna Wright shared an experience she had when an airline passenger had overdosed. A naloxone kit was found onboard and Ms. Wright could see the remarkable improvement it made as the passenger was being taken off the airplane.

Committee and Standing Reports

Community Health, Ms. Charlene Shambach

1. Community Health (CH) began delivering select services to targeted groups in other community agencies that serve vulnerable populations and families: Everett Gospel Mission, Therapeutic Health Services, and Cocoon House. CH is establishing a partnership with Community Health Centers of Snohomish County for delivery of group services by SHD staff to their pregnant and parenting families. CH is working with community partners to address adverse childhood experiences and held a community forum. CH developed and sponsored an event for mothers and mothers-to-be about prenatal care for healthy parenting, involving several dozen agencies. WIC and First Steps clients were invited and attended.
2. Continued implementation of CH improvement plans to address obesity, youth physical abuse and suicide. Activities include the 5-2-1-0 Campaign and Walk or Bike to School.
3. In partnership with Snohomish County Human Services, published the *Heroin in Snohomish County: Mortality and Treatment Trends* report that included policy implications and strategies.
4. CH started working with four (4) other local health agencies to assist the North Sound Accountability Communities of Health in developing regional community health

indicators. There were no questions regarding the Community Health Division Report.

Communicable Disease/PHEPR, Ms. Nancy Furness

1. Ebola monitoring is complete, duration was 14 months. Ms. Furness shared her appreciation to the dedicated staff and the communicable disease program.
2. The TB program is now using Skype as a means to directly observe patients taking their TB medication.
3. Refugee Program has screened 298 refugees in 2015. This is the highest number since 2005. Most refugees have family already here, so this is part of the family reunification process.
4. Tomorrow morning the Vaccine Preventable Disease Program is hosting a breakfast as a recruitment for providers to partner with this program. Human papillomavirus (HPV) rates are low. Only 39% of eligible people in Snohomish County received the HPV vaccine. The hope is to recruit providers to help on a project called "Same Day, Don't Delay" to improve these rates.
5. Ms. Furness wanted to further share about the overdose incident in the Snohomish County Syringe Exchange's parking lot. Kathy Perkins, SHD Disease Investigator, was at the Syringe Exchange providing Hepatitis C testing. She was one of the first to respond when the call for help came through. Ms. Perkins provided the rescue breathing and helped support that individual until the medics arrived.



Dr. Goldbaum added that HPV is the leading cause of cervical cancer, anal cancers and other diseases. This vaccine is critical for preventing those cancers.

There were no questions regarding the Communicable Disease/PHEPR Division Report.

Environmental Health (EH), Mr. Jeff Ketchel

1. Mr. Ketchel described the Site Hazardous Assessment program. Funding provided to SHD through the State's taxing of chemicals for the last 22 years has supported activities to assess hazardous waste sites, investigate elevated blood lead levels in children, and respond to complaints about possible chemical exposures. Unfortunately, DOE cancelled that grant program in 2015. Local Source Control grant funds will enable EH to maintain the program this year with no FTE changes. EH is looking into other funding activities to cover additional funding needs that were previously available.
2. EH is implementing the new vaping ordinance in Snohomish County. EH sent out letters to all the vaping retailers in Snohomish County, including an explanation regarding the new law and permit information. Window clings have been sent to Darrington, Marysville, Mill Creek, and Mukilteo. They will also be placed in the Sno-Isle Libraries. In addition, they are being sent out with all food permit renewals. Board members can obtain more window clings by contacting Heather Thomas, SHD Communications and Public Affairs Officer. EH has received their first vaping in public places complaint.

Dr. Goldbaum followed up by stating that at the time the vaping ordinance was passed, a requirement for child resistant packaging was not included. Board directed staff to bring forward an amendment to the local ordinance. However, Congress approved legislation to require childproof packaging on January 11, 2016, which has moved on to the President for signature. Dr. Goldbaum is confident the President will sign the legislation. If so, it should take effect in about six (6) months. This means additional action may not need to be taken locally.

There were no questions regarding the Environmental Health Division Report.

Administration, Mr. Pete Mayer

1. The adopted 2016 Budget binders were distributed. It is also available on the SHD external website. Mr. Mayer acknowledged all those who were instrumental in bringing together all the detail that supports this budget.
2. Mr. Mayer appreciated all in attendance today, their continued attendance at Board meetings and at the upcoming BOH Retreat.
3. SHD is working with the William D. Ruckelshaus Center, a collaborative third-party neutral facilitation service that assists groups/organizations with difficult policy issues. They have been



engaging in conversations with SHD regarding financial, governance and policy challenges that SHD is facing. Mr. Klein, Ms. Donna Wright and Mr. Murphy are participating in these conversations. An invitation has been extended to the incoming BOH Chair, Brian Sullivan. The follow up meeting to finalize the scope of work and schedule is scheduled for January 19. A full briefing, with the Ruckelshaus Center, will be provided at the February board meeting. The Ruckelshaus Center will share what kind of assessment will be conducted and what the work product/outcome will be provided.

Vice Chair Klein noted that the reason we are engaging with the Ruckelshaus Center is to help determine if the Health District would be able to operate better and provide better health services to the county if it was under the Snohomish County rather than it being a separate District. It is felt that the way SHD is currently funded and structured is not working.

Mr. Mayer followed up by stating that there is no preconceived outcome about what might come as a result of the Ruckelshaus Center engagement with SHD. The Center has a very inclusive process that will involve each of the board members, as well as staff and other stakeholders to get a good picture of the circumstances affecting the District and ensuring different perspectives. The assessment to be conducted by the Ruckelshaus Center should lead to achieving a consensus on a direction forward that will lead to a more sustainable funding, governance and organizational structure.

Dr. Goldbaum emphasized that the Board of Health is more than the County Council. Part of the discussion is to look at what that structure should look like in the future. Dr. Goldbaum felt this is a good opportunity to influence how public health is going to work in Snohomish County.

4. Mr. Mayer thanked the new Board members who attended, particularly those who have not been officially sworn in and do not have the privilege of voting yet. Formal orientation will be forthcoming.

Dr. Goldbaum followed by noting that the 2016 Adopted Budget binder is a nice way to for new council members to familiarize themselves with the SHD.

(SR16-002) Finance Report

There were no questions on the finance report.



Information Items

The next Snohomish Board of Health meeting is scheduled for Tuesday, February 9, 3:00-5:00PM, Rucker Building, Auditorium.

Public Health Advisory Committee Meeting is scheduled for Wednesday, January 27th, 7:45-9:15AM, Conference Room 309.

Gavel Exchange

Vice Chair Klein handed the gavel to the 2016 Chair, Mr. Brian Sullivan.

Adjournment

The meeting was adjourned by the new Chair, Brian Sullivan, at 4:35 PM.

Brian Sullivan, Chair

Gary Goldbaum, MD, MPH, Secretary