



**Snohomish Health District
Board of Health Minutes
Regular Meeting
February 9, 2016**

Confirmed Members Present

Christine Cook, Councilmember, Mukilteo
Adrienne Fraley-Monillas, Councilmember, Edmonds – Board of Health Vice Chair
Benjamin Goodwin, Councilmember, Lynnwood (*Non-voting member, pending oath*)
Kurt Hilt, Councilmember, Lake Stevens
Ken Klein, County Councilmember
Scott Murphy, Councilmember, Everett
Dan Rankin, Mayor, Darrington
Jeff Rasmussen, Councilmember, Monroe
Sean Richards, Councilmember, Mountlake Terrace
Brian Sullivan, County Councilmember – Board of Health Chair
Donna Wright, Councilmember, Marysville
Stephanie Wright, County Councilmember

Members Absent

Mark Bond, Councilmember, Mill Creek (*Non-voting member, pending oath*)
Terry Ryan, County Councilmember

Call to Order

The February meeting of the Board of Health was convened at 3:05 p.m. by Chair Brian Sullivan in the Auditorium of the Snohomish Health District Rucker Building.

Oath of Office: Swearing In/Written Oath

Mayor Dan Rankin of Darrington, and City of Monroe Councilmember Jeff Rasmussen were sworn in by Steve Uberti.

Chair Brian Sullivan welcomed the new board members. The two remaining new members, Councilmember Benjamin Goodwin and Councilmember Mark Bond, will be sworn in at the March Board of Health meeting.

Dr. Gary Goldbaum shared that Mr. Goodwin has not yet been sworn in as a voting member, but appreciated for joining via phone.

Roll Call

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



Minutes

It was moved by Ms. Donna Wright and seconded by Ms. Fraley-Monillas to approve the minutes of the regular meeting held January 12, 2016. The motion carried unanimously.

Consent Agenda

It was moved by Mr. Murphy and seconded by Mr. Richards to approve the following items on the Consent Agenda: Resolution 16-002 authorizing expenditures for Health District totaling \$1,510,603.67 and voucher numbers 61796-61958 for January 2016, as well as the two items noted below. The motion carried unanimously.

(SR16-010) Approve PTE Local 17 Environmental Health (EH) MOU and EH Supervisor Agreement

No discussion.

(SR16-012) Approve Resolution 16-005 Adoption of the Snohomish County Hazard Mitigation Plan Update

Presentation was provided at the January Board of Health Meeting. Resolution 16-005 to adopt the Snohomish County Hazard Mitigation was approved. No discussion.

Chair Report

Dr. Goldbaum shared Resolution 16-003, Service Recognition for the 2015 Chair, Sam Low. Chair Sullivan shared Resolution 16-004, Service Recognition for the 2015 Vice Chair, Ken Klein. No vote required for recognitions.

Mr. Pete Mayer shared his appreciation for the collaboration between the Chair and Vice Chair and actively engaging in ad-hoc meetings. They have set a high bar with their dedication to the Health District and advancing our mission.

(SR16-006) Health Officer's Report

Dr. Goldbaum read the Health Officer's Report noting:

- Zika is just the latest in Mother Nature's reminder that biology continues to evolve (think HIV, West Nile Virus, Hantavirus, Ebola, Chikungunya, Dengue) and that we need a strong infrastructure to respond to emerging health threats.

Board members were provided a handout of the legislative issues that Snohomish Health District staff shared in Olympia on February 2: increasing awareness of key policy issues, ensuring sustainable public health funding and supporting investments for related services.

Board members were asked to complete a profile form with interests and preferred contact methods.



Dr. Goldbaum provided a copy of the NALBOH newsletter for the Councilmembers to review. If they are interested in continuing to receive this information, Dr. Goldbaum can forward them electronically to the interested Councilmembers.

Action Items

(SR16-11) Snohomish County/SHD IT MOU and Interlocal Agreement

The Snohomish Health District is experiencing a lack of ability to research new technology- and trends, upgrade aging infrastructure, re-engineer network functionality as needed, provide needed technology vision and direction to meet current and future needs of the District, and promote increased use of technology among District staff. Some savings advantages would be seen by entering into a contract for services with Snohomish County.

Mr. Klein asked for clarification regarding the staffing changes and whether potential County-imposed cost increases in the future may nullify the financial benefits of such a contract for services. Mr. Mayer shared that the Board retains authority as part of the District's annual budget process to approve, amend or reject the County's annual IT scope of services and cost proposal.

Mr. Hilt asked about the change in working conditions. Ms. Chapman shared that the salary and benefits are nearly identical; however:

- Slightly more leave accrual will be provided based on Snohomish County policies
- For purposes of leave accrual, the county will honor their years of service at Snohomish Health District allowing them to accrue more than a new employee; however, since they are joining another union, their seniority will start over for all other purposes.

It was moved by Ms. Fraley-Monillas and seconded by Mr. Hilt to authorize the Deputy Director to sign and execute the SHD IT Memorandum of Understanding and the Interlocal Agreement between the Snohomish Health District and the Snohomish County Department of Information Systems for the purpose of providing information technology services. The motion carried unanimously.

(SR16-009) Endorse Engaging the William D. Ruckelshaus Center to Conduct a Situation Assessment

Chair Sullivan prefaced this discussion by sharing he was fortunate enough to support the Senate Bill when the State House created the William D. Ruckelshaus Center. He is very proud of this organization and is glad to see it utilized.

Mr. Mayer recapped the efforts taken to date (including the Organizational Assessment Ad-Hoc meeting that Mr. Murphy, Mr. Klein and Ms. Donna Wright sit on), provided an overview of the William D. Ruckelshaus Center and asked for endorsement to engage the William D. Ruckelshaus Center to conduct a situation assessment.



Ms. Amanda Murphy and Ms. Molly Stenovec, from the William D. Ruckelshaus Center, provided an overview of the William D. Ruckelshaus Center and its proposed plan for conducting the situation assessment. The proposed scope will include approximately 45 interviews with key stakeholders, including all Board of Health members, and a final report by August.

A call for additional board members to join the Organizational Assessment Ad-Hoc was made. Ms. Cook, Mr. Rasmussen, Mayor Rankin and Ms. Stephanie Wright volunteered. An invitation to the March 3rd meeting will be extended to the new committee members.

It was moved by Ms. Stephanie Wright and seconded by Mr. Ken Klein to endorse engagement with the William D. Ruckelshaus Center to conduct a situation assessment as defined by the Scope of Work presented. The motion carried unanimously.

Briefings

The March BOH meeting has been rescheduled to March 15th to accommodate schedules as there will be an extended work session following the meeting; dinner will be provided. There will be an abbreviated agenda for regular business before moving into the work session. The focus will be on decisions needed to build a sustainable budget in 2017 and beyond, particularly as it relates to WIC and First Steps.

Committees and Standing Reports

Public Health Advisory Committee

Brent Wood, Chair of the Public Health Advisory Council, provided a summary of topics discussed at the February meeting noting that the following:

- PHAC welcomed former board member Sid Roberts to the committee
- Implementation of the new vaping ordinance
- Current Medication Take-Back is not sustainable and an ad-hoc meeting (Pharmaceutical Stewardship) has been created
- 2015 Community Health Assessment review
- Reviewed PHAC membership and terms

(SR16-002) Finance Report

There were no questions on the finance report.

Information Items

Dr. Goldbaum announced upcoming meetings:



- **Pharmaceutical Stewardship Ad Hoc Committee Meeting** - February 12, 1:30-3:00 PM, Snohomish Health District- Rucker Building Auditorium
- **SHD Organizational Assessment Ad Hoc Committee**- March 3, 3:00-5:00 PM, Snohomish Health District- Rucker Building Conference Room 309A/B
- **Rescheduled Board of Health Meeting**—March 15, 3:00 - 6:30 PM, Snohomish Health District- Rucker Building Auditorium
- **Two (2) New Board Member Orientations** – Friday, February 19, 9-11am, and Wednesday, February 24th 1:30-3:30pm.

Adjournment

The meeting was adjourned by Chair Sullivan, at 4:31 PM.

Brian Sullivan, Chair

Gary Goldbaum, MD, MPH, Secretary