



**Snohomish Health District
Board of Health Minutes
Regular Meeting
May 9, 2017**

Meeting was held at Snohomish Health District, 3020 Rucker Ave., first floor Auditorium.

Members Present

Adrienne Fraley-Monillas, Councilmember, Edmonds – BOH Chair
Mark Bond, Councilmember, Mill Creek
Christine Cook, Councilmember, Mukilteo
Kurt Hilt, Councilmember, Lake Stevens (via phone)
Sam Low, County Councilmember
Kyoko Matsumoto Wright, Councilmember, Mountlake Terrace
Scott Murphy, Councilmember, Everett
Nate Nehring, County Councilmember
Dan Rankin, Mayor, Darrington
Jeff Rasmussen, Councilmember, Monroe (via phone)
Terry Ryan, County Councilmember
Donna Wright, Councilmember, Marysville
Stephanie Wright, County Councilmember – BOH Vice Chair

Members Absent

Benjamin Goodwin, Councilmember, Lynnwood
Brian Sullivan, County Councilmember

Call to Order

The regular meeting of the Board of Health was called to order at 3:06 p.m. by Board Chair Adrienne Fraley-Monillas in the auditorium of the Snohomish Health District Rucker Building.

Roll Call

Roll call was taken by Linda Carl who reported there was a quorum present.

Approval of minutes

It was moved by Mr. Scott Murphy and seconded by Mr. Dan Rankin to approve the minutes of the regular meeting of Apr. 11, 2017. The motion passed unanimously.

Public Comment

There were no volunteers to speak during public comment. Chair Fraley-Monillas closed public comment.



Standing Reports

Mr. Terry Ryan reported on the April 26 Administration Committee, including motions passed and briefings from staff. Briefings included the financial report, an update on the Rucker Building, potential impacts of a government shutdown, benefits of joining the County's investment pool, and a mutual aid agreement with the Tribes and Region 1 counties. The committee received a presentation on and discussed a proposal to lease vehicles through Enterprise Fleet Management.

Mr. Sam Low reported on the April 27 Executive Committee meeting. The committee was briefed by staff on potential impacts of a government shutdown and was updated on the Health Officer recruitment. The committee discussed the three priorities identified at the Board retreat on April 21: 1) funding/resources, 2) foundational services, and 3) accountability. The committee continued to discuss its quorum procedures.

Consent Agenda

It was moved by Ms. Stephanie Wright and seconded by Mr. Low to approve the consent agenda items:

- a. Approval of vouchers and Res. 17-14 authorizing April 2017 expenditures for Health District and PHEPR fund
- b. Approve Res. 17-13 rescinding Res. 13-08 regarding staff authorized to access safe deposit box (SR 17-026)
- c. Authorize Interim Administrator to sign intergovernmental agreement amendment no. 1 with Snohomish County for pollution identification and reduction programs (SR 17-027)

The motion passed unanimously.

Briefings

SR 17-028 – Enterprise Fleet Management program proposal

Ms. Teri Smith introduced Mr. Loren Tvedt, Sr. Account Manager for Enterprise Fleet Management. Mr. Tvedt gave a presentation on a proposal to move the Health District to leased vehicles and cost-saving projections. Leases are open-ended in which full rights of ownership (and equity) remain with the Health District. The proposed Nissan vehicles are not hybrids but are fuel-efficient. All maintenance up to \$100K is covered and is provided locally through a cash-less system; only brakes and tires aren't covered in the proposal due to our low mileage history. Enterprise will also manage/coordinate the fleet with a dedicated account manager. Enterprise projects a cost-savings to the Health District of over \$250,000 over 10 years. The Executive Committee also discussed the proposal at its April 27 meeting, and action was not requested from the Board at this time.

Health Officer update:

Ms. Smith reported that one local Health Officer candidate was interviewed by two panels last week and one more applicant is scheduled this week via Skype. Both have MPH credentials. Two other candidates without MPH credentials are being considered as well.

Tribal / Public Health mutual aid agreement:

Ms. Katie Curtis reported that in February 2017, the American Indian Health Commission reached out to Region 1 and Region 3 regarding interest to sign a mutual aid agreement with the tribal nations. Entity representatives have met four times; legal counsel for these entities have met an additional two times. The purpose is to have an agreement in place in the event of an emergency or large-scale incident on tribal lands that requires resources outside its capabilities. Final-version draft documents are expected to be ready for Board review in the next week or two.

Chair's Report

Chair Fraley-Monillas was pleased with the recent Board retreat and feels the Board developed a clear path into the future. She thanked all Board members and staff who attended.

Interim Administrator's Report

Mr. Jeff Ketchel is scheduled at city councils meetings in the next few months, as well as one-on-one meetings with Board members. A press conference regarding fentanyl is expected tomorrow. SHD has been selected as the "youth tobacco funding hub" for the North Sound area starting July 1, which means tobacco and vaper dollars will come to us for distribution via contract to Skagit, Whatcom, Island, and San Juan Counties. EH staff met today with Med Project, the company responsible for providing medicine-return boxes. Boxes should be available by July 15; out of 176 potential sites, 46 sites around the county have expressed interest in being drop-off sites. The process for licensing food trucks will be streamlined for those already licensed in King County or Pierce Counties.

Information Items

Chair Fraley-Monillas reviewed the informational items.

Special Business

The Board recessed for five minutes to allow award recipients to be seated in the auditorium. Ms. Heather Thomas then showed a video of the 2016 accomplishments of the Health District.

Special Recognition: Food Service Excellence, Healthy Communities Awards

The following businesses were recognized by Board members and staff with Food Safety Excellence Awards:

- Category 1: Full Menu – Taco Time (Edmonds), 23904 Hwy 99, Edmonds
- Category 2: Fast Service – Baicha Tea Room, 622 5th Ave S, Edmonds
- Category 3: Limited Menu – Skinny D's Yogurt, 16212 Bothell-Everett Hwy #A, Mill Creek
- Category 4: Large Grocery Chains – QFC #855, 17525 Hwy 99 #F, Lynnwood
- Category 5: Schools/Industrial/Institutions – North Lake Production Kitchen, 2202 123rd NE, Lake Stevens
- Category 6: Temporary Food Service – CaribBean Cuisine, 2728 177th PI NE, Marysville

The following were recognized by Board members and staff with Healthy Communities Awards:

- Everett Farmer's Market, providing fresh local foods to all
- City of Lynnwood Parks and Recreation, promoting vapor-free environments



Adjournment

The meeting was adjourned at 4:35 p.m. and attendees were invited to stay for a brief reception honoring today's award-winners.

Adrienne Fraley-Monillas, Chair

Jefferson Ketchel, Interim Administrator, Secretary