



**Snohomish Health District
Board of Health Minutes
Regular Meeting
August 8, 2017**

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

Members Present

Adrienne Fraley-Monillas, Councilmember, Edmonds – BOH Chair
Christine Cook, Councilmember, Mukilteo
Benjamin Goodwin, Councilmember, Lynnwood
Kurt Hilt, Councilmember, Lake Stevens
Sam Low, County Councilmember
Kyoko Matsumoto Wright, Councilmember, Mountlake Terrace
Nate Nehring, County Councilmember
Dan Rankin, Mayor, Darrington
Jeff Rasmussen, Councilmember, Monroe
Terry Ryan, County Councilmember
Donna Wright, Councilmember, Marysville
Stephanie Wright, County Councilmember – BOH Vice Chair

Members Absent

Mark Bond, Councilmember, Mill Creek
Scott Murphy, Councilmember, Everett
Brian Sullivan, County Councilmember

Call to Order

The regular meeting of the Board of Health was called to order at 3:02 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.

Agenda Change

Chair Fraley-Monillas requested Board approval to change today's agenda.

It was moved by Mr. Kurt Hilt and seconded by Mr. Benjamin Goodwin to move the Rucker Building update originally under briefings to executive session per RCW 42.30.110. The motion passed unanimously.

Approval of minutes

It was moved by Mr. Jeff Rasmussen and seconded by Mr. Hilt to approve the minutes of the regular meeting of July 11, 2017. The motion passed unanimously.

Public Comment

There were no volunteers to speak during public comment. Chair Fraley-Monillas thanked the Health District staff in attendance. Public comment was closed.

Standing Reports

Ms. Donna Wright reported on the Public Health Advisory Council meeting of July 26. The Council was briefed on the opioid portal that will provide countywide resources and information on the opioid epidemic, set to launch Aug. 31. SHD is coordinating with the County's Human Services division, the Sheriff's Office, and the City of Everett to develop priorities to address the epidemic. The Council was briefed on the healthy housing report that will be released later this year. This is a broad baseline assessment of healthy housing in the county and will help determine programmatic and policy needs. Mr. Jeff Ketchel and Ms. Gina Clark shared information on how public health fared in the final legislative budget. Staff anticipates about \$400,000 each year in the next two years for FPHS funding from the state. The Council also discussed its proposed bylaws and subcommittees/working groups.

Ms. Matsumoto Wright reported on the Administration Committee meeting of July 26. There was no quorum so no action was taken. Ms. Heather Thomas updated the committee on the Rucker Building, which will also be discussed with the full Board today. Mr. Dan LeFree reviewed the financial report. Mr. Ketchel and Ms. Thomas met with the County Executive regarding SHD's 2018 budget request. They asked for an additional \$116,000 in 2018, which includes a 3% increase for communicable disease activities and \$68,000 more for the per-capita contribution for the higher population in unincorporated county. Mr. Ketchel will visit cities again in the fall to request a 2018 per-capita contribution. He plans to also meet with South and North County mayors.

Chair Fraley-Monillas reported that the Executive Committee met on July 27. The committee was briefed on the Rucker Building as well as Mr. Ketchel and Ms. Thomas' meeting with Executive Somers regarding the 2018 budget. Ms. Thomas is still waiting for the agreement from Whatcom County for the marijuana-prevention grant. The committee agreed to extend Mr. Ketchel's appointment as the interim administrator until the end of the year. The committee discussed potential next steps regarding the permanent administrator position and agreed to engage the full Board in the discussion at today's executive session. The committee reviewed Resolution 17-19 to authorize Mr. Ketchel and Mr. Shawn Frederick as signers on SHD's bank and investment accounts. This item is on today's consent agenda.

Consent Agenda

It was moved by Ms. Stephanie Wright and seconded by Mr. Terry Ryan to approve the following items on consent:

- a. Approval of vouchers and Res. 17-20 authorizing July 2017 expenditures for Health District and PHEPR fund
- b. Approve Res. 17-19 to rescind Resolutions 17-10 and 17-12, and to authorize the appointment of signers on bank and investment accounts

The motion passed unanimously.

Mr. Ryan requested that in the future, full voucher reports are provided to the Administration Committee for review/approval prior to being forwarded to the Board on consent.

Briefings

2018 Budget Kickoff/Overview:

Mr. Ketchel reported that staff is compiling revenue and expenses for 2018 budget preparation. He reviewed expected revenues, including funds from the State for FPHS. SHD anticipates \$438,000 a year for the next two years (\$219K for the remainder of this year, \$438K in 2018, and \$219K for the first half of 2019). The funds are to be used for communicable disease and/or chronic disease work. \$500,000 is also set aside for statewide cross-jurisdictional-sharing pilots that are being developed, likely for TB control and prevention. The impact of federal-grant funding is unclear for now. SHD programs that receive federal funds include WIC, emergency preparedness, and maternal-child health, as well as some funds for Medicaid administrative-matching.

Information given to us today by the State Department of Health indicates that funding for our immunization program may be cut from \$136,000 to \$54,000 and will require work to be done over five North Sound counties instead of just Snohomish County.

The proposal to the County Executive includes a 3% increase for TB and communicable disease control, plus an additional \$68,000 based on current population estimates and the per-capita rate of \$2 per person in unincorporated county. Additional funds requested for 2018 is \$116,000, making the total request to the County \$1.648M.

Staff is compiling information for the 2018 funding request to the cities, which includes services cities receive for their per-capita contributions this year and next. Also, as was discussed last year, EH is developing a new fee schedule based on time-accounting data. This will go to the Administration Committee when ready.

On the expense side, medical expenses increased this year by 11% per employee; a similar increase is anticipated next year. Collective bargaining for the five labor agreements begins in early September. Other issues include moving expenses if the Rucker Building sells this year, plus how we designate reserve funds.

Snohomish County / SHD Merger Issues Analysis:

Mr. Dave Gossett gave a presentation on his Merger Issues Analysis report that was provided to the Health District in June 2017. In his presentation he highlighted several issues, such as the legal process, taxing authority, workforce issues (including pay, benefits, COLA, and bargaining/union considerations), capital costs (such as IT, fleet, and Rucker Building improvements), fund balance policies, legal liabilities/risk management, and possible impact of the Affordable Care Act repeal. He reviewed perceived advantages if there were a merger, including perceived benefits for employees, accountability, ability to influence policy, efficiencies, and the elimination of silos. Perceived disadvantages include increased bureaucracy, loss of public health focus, politicization, and competition for funding.

He discussed several models if the merger were to take place. He then talked about the need for SHD to clarify its mission statement and to determine the criteria used to look at programs and determine which should be kept, expanded, or added. He noted it makes sense for SHD to look at having the County provide back-office services regardless of the merger decision, and perhaps some County services – such as septic – could be located at the Rucker Building. Regardless of what happens, he urged SHD to make an effort to clarify its mission and to put criteria in place.

Mr. Gossett started research on this report in late November 2016 and gave it to the County Executive on May 1, 2017. Interviews were primarily conducted in November, December, and January, and a list of those interviewed is in the report.



During the following Board discussion, Board members expressed a desire to remain separate from the County.

It was moved by Mr. Ryan and seconded by Mr. Hilt to state that the Board chooses to remain independent of the County and move forward with working on the Health District's mission statement and strong focus for the benefit of the Health District, employees, and citizens.

Discussion: Mr. Grant Weed stated that it's appropriate for the Board to move forward in this direction; however, a final decision rests with the County Council. Two state statutes are relevant: RCW 70.49.090, which allows for a County to withdraw from a health district, and RCW 70.05.035 for counties with a home-rule charter (which Snohomish County has) that states the County Council can decide membership of the Board of Health. To state the policy wishes of the Board is appropriate with the understanding that it doesn't lock the County Council into a decision. Mr. Sam Low suggested a resolution be brought forward to the Executive Committee. Mr. Weed concurred that a resolution would formalize the decision and make it more visible to public and staff.

The motion was amended by Mr. Ryan and seconded by Mr. Hilt to include that the Executive Committee will draft a resolution formalizing today's decision of the Board. The amendment to the motion passed unanimously.

The full motion as stated passed unanimously.

Executive Session

Chair Fraley-Monillas convened the Board into executive session for 20 minutes for the purpose of:

- Discussion of collective bargaining matters pursuant to RCW 42.30.140(4)(a)
- Evaluate qualifications and performance of an applicant for public employment pursuant to RCW 42.30.110(1)(g)
- Discussion of sale or disposition of real property pursuant to RCW 42.30.110.

Chair Fraley-Monillas stated the Board will reconvene at 4:40 p.m. The Board announced its intent to extend executive session for an additional 20 minutes and reconvened into regular session at 5 p.m.

Action

It was moved by Ms. Chris Cook and seconded by Ms. Stephanie Wright to direct Human Resources to make an announcement of the opening of the Administrator-Health District position and direct the Board Chair to convene an interview committee to interview qualified candidates. The motion passed with 10 ayes and two nays.

Ayes: Cook, Fraley-Monillas, Goodwin, Matsumoto-Wright, Nehring, Rankin, Rasmussen, Ryan, D. Wright, S. Wright

Nays: Hilt, Low



Interim Administrator's Report

Mr. Ketchel thanked staff member Gary Hanada for 40 years of service to the Health District. Mr. Hanada now oversees our accreditation process.

In partnership with Nightline, SHD compiled a point-in-time data-collection of opioid overdoses and deaths in the county from July 17 to 23. Ms. Thomas reviewed the data, which included 37 overdoses and three deaths. Data included the use of Naloxone/Narcan, the types of opioids used, and the location of the overdose and city of residence, plus age and demographics. A press release will go out tomorrow, and Nightline will air soon and will include data from around the country.

August 31 is overdose awareness day in partnership with the City of Everett. A candlelight vigil is scheduled from 7 to 8:30 p.m. at Sullivan Park at Silver Lake.

Information Items

Chair Fraley-Monillas reviewed the list of upcoming meetings.

Adjournment

The meeting was adjourned at 5:07 p.m.

Adrienne Fraley-Monillas, Chair

Jefferson Ketchel, Interim Administrator,
Secretary