



**Snohomish Health District
Board of Health Minutes
Regular Meeting
September 12, 2017**

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

Members Present

Mark Bond, Councilmember, Mill Creek
Christine Cook, Councilmember, Mukilteo
Adrienne Fraley-Monillas, Councilmember, Edmonds – BOH Chair
Benjamin Goodwin, Councilmember, Lynnwood [via phone]
Sam Low, County Councilmember
Kyoko Matsumoto Wright, Councilmember, Mountlake Terrace
Scott Murphy, Councilmember, Everett
Nate Nehring, County Councilmember
Dan Rankin, Mayor, Darrington
Terry Ryan, County Councilmember [via phone]
Donna Wright, Councilmember, Marysville
Stephanie Wright, County Councilmember – BOH Vice Chair

Members Absent

Kurt Hilt, Councilmember, Lake Stevens
Jeff Rasmussen, Councilmember, Monroe
Brian Sullivan, County Councilmember

Arrival/Departure

Ms. S. Wright arrived at 4:05 p.m. Mr. Goodwin participated over the phone; he was on the line for roll call then off, the back on at 4:15 p.m. Ms. Matsumoto Wright arrived after roll call. Mr. Ryan called in at 4:05 p.m.

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.

Approval of Agenda Contents and Order

It was moved by Ms. Donna Wright and seconded by Ms. Chris Cook to approve the agenda as presented. The motion passed unanimously.

Approval of minutes

It was moved by Ms. Cook and seconded by Mr. Dan Rankin to approve the minutes of the regular meeting of August 8, 2017. The motion passed with two abstentions (Mr. Mark Bond and Mr. Scott Murphy).

Public Comment

There were no volunteers to speak during public comment. Public comment was closed.

Standing Reports

Ms. Donna Wright reported on the Program Policy Committee meeting of Aug. 16. The committee reviewed its scope of authority and were briefed on four Environmental Health policy issues: rainwater catchment, onsite sewer management, fee schedule, and solid waste revenue. The rainwater catchment issue includes proposed changes to the sanitary code, which is on today's agenda as action. Gina Clark reviewed the policy calendar and the 2018 legislative agenda; she encouraged committee members to include public health as a topic on each city's legislative agenda.

Ms. Matsumoto Wright reported on the Administration Committee meeting of Aug. 30. The committee reviewed Res. 17-21 and vouchers. The committee recommended that the voucher list be attached at the back of each monthly Board packet for Board review. The committee approved the contract for pollution-prevention assistance programs with the Department of Ecology and forwarded to the full Board today on consent. Mr. Jeff Ketchel provided the first draft of the 2018 budget. Staff also gave briefs on the Environmental Health's fee schedule and solid waste revenue proposal, the ILA with Snohomish County's IT department, and the ONESolution hosting contract for the financial system upgrade. Staff then reviewed potential relocation options once the Rucker Building sells. The committee recommended further discussion on this topic with the full Board in executive session at today's meeting.

Chair Fraley-Monillas reported on the Executive Committee meeting of Sept. 12. The committee was given an update on the administrator recruitment process. Staff then reviewed potential relocation options once the Rucker Building sells. The committee agreed with the Admin Committee that this topic should be discussed further in executive session. Staff provided an opioid update, which will be given to the full Board at today's meeting, and were briefed on the EH fee schedule, solid waste revenue proposal, and the onsite sewer management system plan. The committee reviewed and provided input to the draft resolution stating the Board's intent to have the Health District remain independent; Res. 17-22 is an action item on today's agenda. They reviewed the final draft of the Board's rules of procedure, which is on today's agenda under briefings.

Consent Agenda

It was moved by Mr. Nate Nehring and seconded by Ms. D. Wright to approve the following items on consent:

- a. Approval of vouchers and Res. 17-21 authorizing August 2017 expenditures for Health District and PHEPR fund
- b. Authorize the Interim Administrator to sign interagency agreement with the Department of Ecology for pollution prevention assistance programs (SR 17-044)

The motion passed unanimously.

Briefings

2018 Budget Briefing:

Mr. Jeff Ketchel reported that the final allocation for Foundational Public Health Services has been agreed upon by the 35 local health jurisdictions in the state. Total allocation from the State is \$12M (\$60M was requested); \$10M of that will go toward local public health services over the next biennium. Of the \$10M, \$1M



will go toward cross-jurisdictional sharing pilot projects. The State Health Department is reconsidering how they'll allocate federal dollars for our immunization programs in which the funds are less than half previously provided but SHD's responsibility increased to five counties instead of only Snohomish County. Although all WIC offices are seeing a downturn in clients, our funding amount will remain the same. Federal emergency preparedness money to our state will likely remain the same. The County contribution is divided into two parts: 1) per capita and 2) TB prevention and control and communicable disease. The Executive's budget is about \$48,000 less than requested in both these areas. Mr. Ketchel then reviewed funding sustainability, including city contributions, grants and contracts, fund balance, permits and fees, and State funding for FPHS.

Opioid Update

Mr. Ketchel reviewed public health's role in the opioid epidemic, including increased access to treatment/recovery (including treatment-on-demand), prevention, and response. The syringe-exchange program in Everett is on pace to exchange two million needles this year. SHD has compiled 1,000 needle-cleanup kits and developed a video in conjunction with the City of Everett showing how to safely clean up needles in the community. Mr. Ketchel would like to consider adding a mobile exchange unit throughout the county. We're also distributing 350 lock-bags for safe storage of medicine at community events, and we're working closely with the medical community on education for both medical providers and patients. Mr. Ketchel and Chair Fraley-Monillas met last week with the Executive's office, Human Services, the Sheriff's office, and the City of Everett regarding better communication and coordination in this effort.

Emergency Preparedness and the Board's Role in an Emergency

Ms. Katie Curtis reviewed the Health District's preparedness planning, response, and recovery efforts. They're working with Snohomish County DEM on a two-year south Whidbey Island fault exercise series. She distributed a "job action sheet" that listed ways Board members can be engaged in emergency preparedness efforts. If interested in enrolling in a private medical center program or in reading any after-action report, please let her know.

EH Policy Issue – Onsite Sewer System Management (SR 17-043; K. Plemel)

In conjunction with the County's Surface Water Management division, the Health District updated the OSS plan as required by State law. Currently it's going through SEPA and public-comment period, after which the final draft will be brought forward to the Program Policy Committee and then to the Board by the end of the year.

Final Draft of the Board of Health's Rules of Procedure

Mr. Grant Weed, legal counsel, reviewed the final draft. This document addresses some of the issues mentioned in the Ruckelshaus report. The Executive Committee forwarded this to the Board for review and for final adoption at the October Board meeting. Suggested changes should be emailed to Mr. Weed or Ms. Carl. The suggested guideline to review this document is every two years. The rules are intended to be flexible and changed if necessary.

Public Hearing

Chair Fraley-Monillas invited public comment. There were no volunteers to speak. The public hearing was closed.

Action Items

It was moved by Ms. Stephanie Wright and seconded by Mr. Sam Low to approve Ord. 17-01, amendment to Ch. 9.1 of the Sanitary Code regarding rainwater catchment. The motion passed unanimously.



At the last Board meeting, Mr. Gossett presented his merger analysis report. The Board requested a resolution be brought forward stating the Board's intent for the Health District to remain independent.

It was moved by Ms. Kyoko Matsumoto Wright and seconded by Ms. Cook to approve Res. 17-22 stating the Board's intent for the Health District to continue to operate as a separate and independent municipal corporation pursuant to Chapter 70.46 RCW. The motion passed unanimously.

Mr. Shawn Frederick briefed the Board on the Superior agreement. The program will be hosted online and offsite, saving money both in the upgrade and staff support.

It was moved by Mr. Scott Murphy and Ms. D. Wright to authorize the Interim Administrator to sign the agreement with Superior, LLC, for hosting of ONESolution Financial System. The motion passed unanimously.

Executive Session

Chair Fraley-Monillas convened the Board into executive session for 30 minutes for the purpose of:

- Potential litigation pursuant to RCW 42.30.110(1)(i) (i & ii)
- Collective bargaining matters pursuant to RCW 42.30.140(4)(a)
- Sale, acquisition, or lease of real property pursuant to RCW 42.30.110(1)(b) and (c)

Chair Fraley-Monillas stated the Board will reconvene at 5 p.m.

For the record, Mr. Scott Murphy noted that because of his role as a City of Everett councilmember, he consulted with legal counsel for both the City and the Health District and will recuse himself from the third matter listed above regarding the sale of the Rucker Building.

The Board announced its intent to extend executive session for an additional 20 minutes and reconvened into regular session at 5:27 p.m. No action was taken.

Chair's Report / Interim Administrator's Report

Neither Chair Fraley-Monillas nor Mr. Ketchel had a report.

Information Items

Chair Fraley-Monillas reviewed the list of upcoming meetings.

Adjournment

The meeting was adjourned at 5:29 p.m.

Adrienne Fraley-Monillas, Chair

Jefferson Ketchel, Interim Administrator,
Secretary