



**Snohomish Health District  
Board of Health Minutes  
April 9, 2019**

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

**Members Present**

Scott Bader, Councilmember, Everett  
Christine Cook, Councilmember, Mukilteo (via phone)  
Adrienne Fraley-Monillas, Councilmember, Edmonds (via phone)  
Kurt Hilt, Councilmember, Lake Stevens – BOH Vice Chair  
Sam Low, County Councilmember (via phone)  
Nate Nehring, County Councilmember  
Dan Rankin, Mayor, Darrington  
Linda Redmon, Councilmember, Snohomish  
Brian Sullivan, County Councilmember (via phone)  
Shirley Sutton, Councilmember, Lynnwood  
Stephanie Wright, County Councilmember – BOH Chair

**Members Absent**

Kyoko Matsumoto Wright, Mayor, Mountlake Terrace  
Liam Olsen, Councilmember, Bothell  
Terry Ryan, County Councilmember  
Jeff Vaughan, Councilmember, Marysville

**Call to Order**

The regular meeting of the Board of Health was called to order at 3:02 p.m. by Board Chair Stephanie Wright in the auditorium of the Snohomish Health District Rucker Building.

**Roll Call**

Roll call was taken by Ms. Sarah de Jong who reported there was a quorum present.

**Arrivals/Departures**

Ms. Fraley-Monillas departed at 4:03 p.m.

**Approval of Agenda Contents and Order**

It was moved by Mr. Dan Rankin and seconded by Mr. Kurt Hilt to approve the agenda contents and order. The motion passed unanimously.

**Approval of Minutes**

It was moved by Mr. Scott Bader and seconded by Ms. Linda Redmon to approve the minutes of the regular meeting of March 12, 2019. The motion passed unanimously.

**Public Comment**

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

**Division Update**

Susan Babcock, public health nurse in the vaccine preventable disease program, spoke about immunizations requirements, working with providers, quality improvement, and coverage rates.



### Written Reports

Committee reports are provided in the Board packet.

### Consent

Mr. Jeff Ketchel was notified today that WSNA ratified their MOU regarding inclement weather language. Ms. Adrienne Fraley-Monillas questioned a \$22,000 charge on the vouchers paid to the Tulalip Resort. Ms. Heather Thomas clarified that the charge was for the opioid/neonatal abstinence conference on March 28; the conference was paid for by a CDC grant, registration fees and revenue from other partners. It was coded as “refreshments” because Tulalip Resort waived the room rental fees in lieu of food and beverage expenses for the conference. Ms. Fraley-Monillas suggested in the future expenses like these be coded other than “refreshments.”

It was moved by Mr. Hilt and seconded by Mr. Bader to approve the consent agenda items:

- a. Approve vouchers and Res. 19-08 authorizing March 2019 expenditures for the Health District and PHEPR fund
- b. Authorize the Administrator to approve recruitment of 1.0 FTE Disease Intervention Specialist to fill a budgeted, vacant position
- c. Authorize the Administrator to sign the memoranda of understanding regarding inclement weather with the District’s four unions (AFSCME, WSNA, PTE-APHU, and PTE-EH)
- d. Approve appointment of Alicia McQuen to the Public Health Advisory Council to represent the Tribes sector

The motion passed unanimously.

### Briefings

#### *Finance Manager’s report for January 2019 (SR 19-031)*

Mr. Shawn Frederick reported that the District has \$3.5M in cash and about \$8.2M in investments. Through January 31, the District is 18.1% above revenue projections and 1.2% above expenditure projections, with a total fund balance of \$12.1M.

#### *Mariner Community Campus update (no staff report)*

The Senate allocated \$2.25M in its capital budget for the District to purchase land and/or buildings for the Mariner campus. Board Chair Wright and Mr. Ketchel are working with Sen. Liias on this project. Sen. Liias expects some reconciliation with the House budget.

#### *CDC Overdose Data to Action funding opportunity with DOH (SR 19-040)*

We received notice last month that DOH was applying for a CDC grant for opioids, which will replace existing District funding. Due to the very short timeframe, the Executive Committee provided authorization to submit the proposal with several funding options. DOH notified us that we that we are being included in their submittal to CDC for \$150,000 per year for three years, which will cover staff time and work with hospitals. Funding for this grant will begin September 1.

#### *Health District 60<sup>th</sup> Anniversary and Health Champion Awards recap (no staff report)*

Ms. Thomas thanked Board members and staff who attended the event; about 80-90 people attended. Pictures have been shared with Board members and recipients and will be posted on social media. Board members thanked staff for their work on the event.

*2018 annual report video (no staff report)*

Staff prepared a seven-minute video recapping 2018 accomplishments, which was debuted at the meeting. Ms. Thomas will provide a YouTube link to Board members once it's finalized.

*Immunization outreach and education (SR 19-042)*

Chair Wright stated that this item came from last month's discussion regarding a resolution to the legislature originated by Mr. Hilt and the alternate resolution presented by Mr. Nate Nehring. Chair Wright would like to find a path forward where we can focus our efforts. The Executive Committee at its last meeting discussed what we can do to have an impact in our communities without weighing into the Olympia discussion. Staff identified some ideas, which are listed in the packet. Dr. Mark Beatty suggests working together with schools to reach out to parents. He suggested providing a list of suggestions to school superintendents, such as the District sending a letter to parents who aren't in compliance with required vaccinations. A letter from the health officer may get more attention than one coming from the school. Letters could include educational information and be endorsed by the Board. In the past we've had success with presentations at homeschool facilities, plus reaching out to parents through libraries. He suggests District staff be trained in vaccine information in order to be community ambassadors. The Board discussed ways to reduce barriers and connect parents to resources; some suggestions include positive outreach to churches and having a presence at back-to-school and cultural events. Chair Wright asked Board members to provide her with any additional suggestions.

*North Sound Accountable Community of Health presentation by Nicole Willis, NSACH Director (no staff report)*

Mr. Ketchel introduced Ms. Nicole Willis, chief operating officer of NSACH. The organization is responsible for improving the health of the Medicaid population within the five counties in the North Sound region. Many of their activities align with ours – including opioids and immunizations. Legal counsel reviewed the master services agreement (MSA) with the ACH, and the Executive Committee instructed staff to arrange for a presentation. Ms. Willis provided information on the ACH, including the definition of an accountable community of health, Medicaid transformation and waivers, agreement with the District, and what's in store for 2019. ACHs were formed to pull together leaders from a variety of sectors within a region with a common interest to improve health. There are nine ACHs in the state; the largest Medicaid population is served in the North Sound, with 60% in Snohomish County.

Ms. Willis noted that language in the MSA can't be changed, but the project-specific agreement can be modified to include language regarding the needed exchange of information/data. Skagit, Island, and Whatcom Counties have entered into master services agreements with NSACH.

**Executive Session**

The Board convened into executive session for the purpose of pending litigation (RCW 42.30.110(1)(i)). She stated that executive session is expected to last 10 minutes, with potential action to follow. The Board reconvened at 4:51 p.m.

**Action Items**

**Authorize the Administrator to sign the North Sound Accountable Community of Health Master Services Agreement (no staff report)**

This item was not addressed and will be brought back to the May Board meeting.

**Authorize the Administrator to approve recruitment of a 1.0 FTE Director of Environmental Health using an internal recruitment process to fill a budgeted, vacant position (SR 19-030)**



EH Director Kevin Plemel retired at the end of March. Staff recommends using internal recruitment processes for this position and targeting national hiring sites specific to EH candidates. An external recruiter could cost about \$30,000.

It was moved by Mr. Bader and seconded by Ms. Sutton to authorize the Administrator to approve recruitment of a 1.0 FTE Director of Environmental Health using an internal recruitment process to fill a budgeted, vacant position. The motion passed unanimously.

**Approve increase in vacated Food Program EH Specialist position from 0.75 FTE to 1.0 FTE and authorize filling the position (SR 19-037)**

The increase in FTE results in about a \$7,000 increase per year. The funds will come out of existing revenues; the food program was in the black about \$60,000 last year. Revenues to date are about \$50-55,000 over 2018; this is a fee-driven program.

It was moved by Mr. Bader and seconded by Ms. Redmon to approve increase in vacated Food Program EH Specialist position from 0.75 FTE to 1.0 FTE and authorize filling the position. The motion passed unanimously.

**Administrator’s Report**

Mr. Ketchel distributed a letter from WSALPHO to the House and Senate regarding the District’s budget priorities based on the legislature’s budget proposals. Recently the Executive Committee approved an agreement with Compass Health pilot project related to opioids; Compass Health notified staff that they can no longer commit to the work at this time. Staff is looking at other ways to complete the grant-funded work.

**Health Officer’s Report**

DOH notified us of several cases of resistant organisms in people who had medical procedures done in other countries (referred to as “medical tourism”). To alert people on the issue, Dr. Beatty may do an op-ed. There’s also an outbreak locally of resistant organisms; we’re working with DOH to address it. The CDC’s website provides specific information. Typically, procedures sought outside the U.S. are those not covered by insurance and that are expensive here, such as plastic surgery, dermatological procedures, etc. The strain CDC notified us of is multi-drug-resistant *Pseudomonas*. It’s not that common of a drug, nor is its resistance common; therefore, CDC was able to identify a specific facility. Likely there are other post-op occurrences, but they’re not as easily identifiable.

Dr. Beatty was on KING 5’s New Day today to talk about flu. The link will be shared with the Board.

**Information Items**

Chair Wright noted the next Board meeting is May 14.

**Adjournment**

The meeting was adjourned at 5:02 p.m.

Stephanie Wright, Chair

Jefferson Ketchel, Administrator/ Secretary