



SNOHOMISH HEALTH DISTRICT  
RESOLUTION OF THE BOARD OF HEALTH

RESOLUTION NUMBER: 20-04

RESOLUTION SUBJECT: APPROVING THE HEALTH DISTRICT'S POLICY AND PROCEDURES  
POLICY – POL 100.001

WHEREAS, In April 2017, the Health District changed its organizational structure, which resulted in the need to review all Health District policies; and

WHEREAS, during the review process, staff identified several policies that were no longer consistent with District operations, inconsistently formatted, and/or not reviewed at a regular interval; and

WHEREAS, staff established a workgroup to develop a structured policy management program to modernize existing policies, create standard policy and procedure formats, and implement a consistent policy numbering system and review process to ensure that policies are maintained effectively in the future; and

WHEREAS, the draft policy provides guidance to employees on the development of new policy documents or revision of an existing policy or procedure as well as serves as a template for future policy and procedure documents; and

WHEREAS, after review by all three Board of Health standing committees, the committees recommend approval and adoption of POL 100.001, which establishes the framework for the comprehensive policy review and policy program structure for the Health District's policies and procedures.

NOW, THEREFORE, the Board of Health approves the Health District's policy and procedures policy (POL 100.001) as shown in Attachment A to this resolution.

ADOPTED this 10<sup>th</sup> day of March 2020.

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Stephanie Wright, Chair  
Board of Health

ATTEST:

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Shawn Frederick, MBA  
Administrative Officer