

Meeting Minutes
June 25, 2020
Regular Meeting

The meeting was held via Zoom conference call.

Committee members present

Adrienne Fraley-Monillas
Kyoko Matsumoto Wright – Vice Chair
Anji Jorstad
Nate Nehring
Stephanie Wright – Chair

Committee members absent

None

Staff present

Shawn Frederick, Chris Spitters, Heather Thomas, Pam Aguilar, Nancy Furness, Ragina Gray, Katie Curtis, Nicole Thomsen, Pia Sampaga-Khim, Therese Quinn, Linda Carl, Grant Weed (legal counsel)

Call to Order

The regular meeting of the Executive Committee was called to order by Chair Stephanie Wright at 11:30 a.m. via Zoom video conference

Roll Call

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

Approval of Agenda Contents and Order

It was moved by Ms. Adrienne Fraley-Monillas and seconded by Mr. Nate Nehring to approve the agenda contents and order. The motion passed with 5 yes votes.

Approval of Minutes

It was moved by Ms. Fraley-Monillas and seconded by Mr. Nehring to approve the minutes for the special meeting of June 5, 2020. The motion passed with 5 yes votes.

Action

Adopt Res. 20-17 supporting equity and inclusion in public health in Snohomish County, and forward to the full Board as action (SR 20-051)

The draft resolution addresses race and public health in the county. It was shared with the Program Policy Committee, which provided input that was incorporated into this version; their comments helped form the resolve (“therefore”) section. The updated draft was approved yesterday by the Administration Committee. One additional comment from Board member Dunn asked for consistency when using the terms “African American” and “Black,” which Ms. Thomsen is addressing for the final version.

It was moved by Ms. Fraley-Monillas and seconded by Ms. Kyoko Matsumoto Wright to adopt Res. 20-17 supporting equity and inclusion in public health in Snohomish County, and forward to the full Board as action. The motion passed with 5 yes votes.

Authorize the Administrative Officer to enter a one-year renewal of the professional services agreements for after-hours calls and emergency call center support with the Washington Poison Center, and forward to the full Board on consent (SR 20-048)

Washington Poison Center has two agreements with the Health District: one for after-hours answering service and the other for emergency call center support. Based on their reliable service, the District would like to extend their agreements, which ends October 1. Staff requests waiving the formal bidding process in 2020, with the intent to go through a formal RFQ in 2021.

It was moved by Ms. Fraley-Monillas and seconded by Ms. Matsumoto Wright to authorize the Administrative Officer to enter a one-year renewal of the professional services agreements for after-hours calls and emergency call center support with the Washington Poison Center, and forward to the full Board on consent. The motion passed with 5 yes votes.

Confirm the reappointment of Jason Biermann and Patricia Love to the Public Health Advisory Council for three-year terms from July 2020 through June 2023, and forward to the full Board on consent (SR 20-055)

Along with the two PHAC members requesting reappointment, Ms. Thomsen stated that one PHAC member (Kevin O'Brien, Lake Stevens Fire, representing emergency services) is stepping down. Shaughn Maxwell, South County Fire & Rescue, is requesting appointment to this sector. Deputy Chief Maxwell was previously on the PHAC from 2012 to 2014.

It was moved by Ms. Fraley-Monillas and seconded by Ms. Matsumoto Wright to confirm the reappointment of Jason Biermann and Patricia Love and the appointment of Shaughn Maxwell to the Public Health Advisory Council for three-year terms from July 2020 through June 2023, and forward to the full Board on consent. The motion passed with 5 yes votes.

Briefings

Draft medication management policy (SR 20-049)

This policy formalizes the current process and establishes a framework for the procurement of medications with additional management practices such as storage, dispensing, and chain of custody records to be developed through procedures. There are no changes from the current policy in place.

COVID-19 and moving to Phase 3 update (no staff report)

Mr. Shawn Frederick reported that our hospitals have capacity for patients; however, Yakima County is overwhelmed and patients from that county may be distributed throughout the state. Dr. Chris Spitters reported that our numbers had been stable for about a month but now we're seeing some spikes. Daily new cases was around 10-20 and is now 30-35. The positivity rate has also increased. He urges caution in moving to the next phase. Staff continues to investigate recent outbreaks and monitoring numbers and possible trends. We've hired seven new supervisors for disease investigation and will hire additional contact tracers. We continue to urge people to wear face masks and keep gatherings small.

Budget briefing

Mr. Frederick reported the immediate priority is completing the annual report, which is due next week. In the 2020 budget amendment, state funds for COVID-19 (\$1.5M), CARES Act funds (\$10.9M), and the Sea Mar rental agreement (\$6K/month through 2020) will be included. Last year the County withheld \$125K for the 2020 budget; we'll know later if this will be reinstated for 2021. The priority package request is due to the County Executive tomorrow. Labor negotiations will occur later this year; staff will come to the Board for parameters. Additionally, staff may request funds for construction projects and replacing the electronic health record. We're awaiting the last signature on the listing agent agreement for the South County building. That lease is \$272K/year through the first half of 2022. The budget ad hoc committee is in the process of being formed.

Update on filling one budgeted, vacant position (SR 20-052)

In March the Executive Committee suspended the need for Board approval for filling budgeted, vacation positions during the emergency declaration. Mr. Frederick will report on these positions,

however, to keep the Board informed. The current position being filled is an environmental health specialist in the food safety program.

Draft staff immunization policy and procedure (SR 20-050)

This policy establishes requirements and recommendations for vaccinations or proof of immunity for personnel, temporary staff, and interns within the District. This formalizes the process; there are no changes from the policy currently in place.

Review of Administrative Officer's hours (no staff report)

Per the Executive Committee's request, the Administrative Officers hours will be reviewed by the committee. The committee reviewed Mr. Frederick's hours from April 26 through June 14.

Public Health Foundation update (no staff report)

Ms. Heather Thomas reported that the ad hoc committee will meet again next week. The intent is to bring a resolution to the Board in August that forms the foundation.

Information Items

Next meeting date: Thursday, July 23, 11:30 a.m.

Adjournment

The meeting was adjourned at 12:33 p.m.