

Board of Health
Public Health Program Policy Committee

Meeting Minutes
October 15, 2020
Regular Meeting

The meeting was held via Zoom conference call/video.

Committee members present via Zoom

Megan Dunn
John Joplin
Jared Mead
Dan Rankin
Linda Redmon

Committee members absent

None

Staff present

Shawn Frederick, Heather Thomas, Nicole Thomsen, Pam Aguilar, Ragina Gray, Katie Curtis, Sarah de Jong, Linda Carl

Call to Order

The regular meeting of the Program Policy Committee was called to order by committee chair Ms. Linda Redmon at 3:03 p.m. via Zoom video conference.

Roll Call

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

Arrivals/Departures

Mr. Joplin joined the meeting at 3:14 p.m.

Addition to the Agenda

Ms. Linda Redmon added to the agenda a discussion on policy priorities and a briefing on the CARES Act funding.

Approval of Minutes

It was moved by Mr. Dan Rankin and seconded by Mr. Jared Mead to approve the minutes of the regular meeting of September 17, 2020. The motion passed with 3 yes votes, 0 no votes, 1 abstain (Dunn), and 1 absent (Joplin).

Action

Approve POL 130.004 – Contracts policy (SR 20-080; N. Thomsen)

The District has not previously had a contracts policy. It was developed to establish a standard system through the contract process, once a contractor has been identified. It works in tandem with the newly approved purchasing policy. It has gone through several rounds of review, including by legal counsel. Procedural details will be laid out in the accompanying procedures document. The committee discussed the score card for risk assessment, which is meant to minimize the number of contracts sent for legal review. Staff noted that some lower-cost contracts and those on the District's template generally don't go to legal review. Staff will research if this score card will become a public document.

It was moved by Mr. Rankin and seconded by Ms. Megan Dunn to approve POL 130.004 – Contracts Policy and forward to the Administration and Executive Committees. The motion passed with 5 yes votes, 0 no votes, 0 absent.

Approve 2021 legislative agenda (no staff report; H. Thomas, N. Thomsen)

Ms. Nicole Thomsen reviewed updates made since the last committee meeting, which incorporate this committee's suggestions as well as those from the Public Health Advisory Council. Changes are included in redline on the copy provided in the packet. Ms. Dunn suggested clarifying that COVID-19 funding ends this year.

It was moved by Ms. Dunn and seconded by Ms. John Joplin to approve the 2021 legislative agenda and forward to the Administration and Executive Committees. The motion passed with 5 yes votes, 0 no votes, 0 absent.

Discussion

Policy priorities [added at beginning of meeting]

Ms. Redmon would like to capture policy issues that this committee might like to address in the future, then take it to the other Board committees, the Equity Advisory Board, and staff for feedback. Mr. Rankin mentioned possibly adding housecleaning items ("low-hanging fruit") as well as leading the District in the direction of equity, climate change, and health effects. The committee approved Ms. Redmon sending an email to the full Board with potential policy priorities.

Briefing

CARES Act funding [added at beginning of meeting]

Ms. Heather Thomas reported that staff is in discussions with legislators regarding the extension of funding into next year. Staff is developing a one-pager in partnership with the County Executive's office outlining what happens if funding is not extended. The District was allocated \$10.9M for COVID-19 response, plus \$4.4M from DOH that the District just learned about. There was another \$740K from DOH earmarked for overlapping activities. We won't be able to spend this money down in 2020. Staff asked the committee's help in promoting this issue with their networks and city connections. Mr. Rankin asked for bullet points in the one-pager for his meeting with Sen. Murray tomorrow.

Informational Items

Ms. Redmon reviewed the upcoming meetings.

Next Meeting Date

Thursday, November 19, at 3 p.m.

Adjournment

The meeting was adjourned at 3:47 p.m.