



**Snohomish Health District  
Board of Health Minutes  
November 10, 2020**

The meeting was held via Zoom conference call/video.

**Members Present**

Scott Bader, Councilmember, Everett  
Elisabeth Crawford, Councilmember, Mukilteo  
Megan Dunn, County Councilmember  
Adrienne Fraley-Monillas, Councilmember, Edmonds  
Christine Frizzell, Councilmember, Lynnwood  
John Joplin, Councilmember, Brier  
Anji Jorstad, Councilmember, Lake Stevens  
Sam Low, County Councilmember  
Kyoko Matsumoto Wright, Mayor, Mountlake Terrace – BOH Vice Chair  
Jared Mead, County Councilmember  
Nate Nehring, County Councilmember  
Dan Rankin, Mayor, Darrington  
Linda Redmon, Councilmember, Snohomish  
Stephanie Wright, County Councilmember – BOH Chair  
Jeff Vaughan, Councilmember, Marysville

**Members Absent**

None

**Call to Order**

The regular meeting of the Board of Health was called to order at 3 p.m. via Zoom conference call by Chair Stephanie Wright.

**Roll Call**

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

**Executive Session**

The Snohomish Health District Board of Health will convene into executive session for the purposes of collective bargaining matters pursuant to RCW 42.30.140(4)(b) and pending litigation pursuant to RCW 42.30.110(1)(i). Executive session is expected to last up to 15 minutes. Unless extended to a later time, the Board will reconvene into regular session at 3:17 p.m. and is not expected to take action.

The Board extended executive session for an additional 10 minutes and additional three minutes. The Board reconvened at 3:30 p.m. and did not take action.

**Approval of Minutes**

It was moved by Ms. Anji Jorstad and seconded by Ms. Adrienne Fraley-Monillas to approve the minutes of the regular meeting of October 13, 2020. The motion passed with 15 yes votes, 0 no votes, 0 absent.

It was moved by Ms. Fraley-Monillas and seconded by Ms. Christine Frizzell to approve the minutes of the special meeting of October 29, 2020. The motion passed with 15 yes votes, 0 no votes, 0 absent.



### Public Comment

Public comment was accepted in writing prior to the meeting. Administrative Officer Shawn Frederick read aloud into the record two written comments received prior to the meeting:

1. An email from Mr. Michael Rodenbaugh, Lake Stevens High School Transition Program, encouraging the closure of all in-person learning until the number of positive COVID-19 cases goes below the 75 per 100K threshold.
2. A letter from Mr. Anthony Anton, President and CEO of the Washington Hospitality Association thanking the Health District for its support and suggesting partnership and coordination with the Liquor Control and Cannabis Board regarding establishments that disregard the mask and mingling rules under the Governor's *Stay Home Stay Healthy* order.

### Written Reports

Chair Wright noted that the following written reports can be found in the Board packet:

- a. Finance Manager's report for August 2020
- b. Program Policy Committee draft minutes – Oct. 15
- c. Administration Committee draft minutes – Oct. 28
- d. Executive Committee draft minutes – Oct. 29

### Consent

It was moved by Ms. Jorstad and seconded by Ms. Fraley-Monillas to approve the following items on consent:

- a. Approve vouchers and Res. 20-26 authorizing October 2020 Health District expenditures
- b. Adopt Res. 20-25 rescinding Res. 19-15 and authorizing Mr. Shawn Frederick, Ms. Ragina Gray, and Ms. Katie Curtis as authorized signers on bank and investment accounts
- c. Authorize the Administrative Officer to sign the contract extension with the Department of Social and Health Services for the Refugee Health Screening Program through 9/30/21
- d. Authorize the Administrative Officer to approve filling a vacant, budgeted position for a 0.5 FTE Registered Nurse in the TB Elimination and Refugee Health programs
- e. Adopt Res. 20-27 regarding intent to continue naloxone coordination and tracking for law enforcement and per capita partners in the county
- f. Approve the preliminary 2021 legislative agenda
- g. Authorize the Administrative Officer to approve sign a \$30,000 amendment to the Kresge Emerging Leaders in Public Health grant agreement

The motion passed with 14 yes votes, 0 no votes, 1 absent (Bader).

### Briefing

#### 2021 Health District preliminary budget

Mr. Frederick noted that CARES Act dollars are not included in the preliminary budget because they are set to expire at the end of this year. The preliminary budget includes several assumptions:

- Adding 2.0 FTE (1.0 FTE in Environmental Health for the Onsite Monitoring and Maintenance program, 0.5 FTE for an accountant, and 0.5 FTE for a grants coordinator).
- No increase in 2021 vision rates through Washington Counties Insurance Fund.



- PERS employer rate increased from 12.86% to 12.97% as of September 2020. The Washington State Actuary is currently projecting rates to fall to 10.25% as of July 1, 2021. This budget averages the two rates for an 11.61% PERS rate for 2021.
- Interest rates have declined significantly since April 2020, and a 35% decrease in interest income is reflected in the 2021 budget.

Mr. Frederick reviewed the preliminary budget document with the Board, noting that staff is projecting a balanced budget in 2021.

## **Special Business**

### **Public Hearing on the 2021 Health District preliminary budget**

Chair Wright opened the public hearing for public comment. No public comments were received in writing by the published deadline, nor did any attendees volunteer to speak during the meeting. Chair Wright closed the public hearing.

## **Action**

### **Authorize the Administrative Officer to notify Summit Law of intent to exercise a two-year extension option for labor and employment legal services for the period January 1, 2021, through December 31, 2022 (SR 20-083; P. Aguilar)**

Summit Law provides labor/employment advice and are our lead negotiators. This is the final extension in the current contract. Updated attorney rates are included in the packet.

It was moved by Ms. Fraley-Monillas and seconded by Mr. John Joplin to authorize the Administrative Officer to notify Summit Law of intent to exercise a two-year extension option for labor and employment legal services for the period January 1, 2021, through December 31, 2022. The motion passed with 15 yes votes, 0 no votes, 0 absent.

### **Authorize the Administrative Officer to approve extension of compensatory time for exempt staff—with the exception of the Administrative Officer—to December 31, 2021 (SR 20-084; P. Aguilar)**

The Board previously approved use of compensatory time through 2020. Staff requests the extension through 2022 due to the ongoing work related to COVID-19. The Administrative Officer is excluded per his request.

It was moved by Ms. Linda Redmon and seconded by Ms. Jorstad to authorize the Administrative Officer to approve extension of compensatory time for exempt staff—with the exception of the Administrative Officer—to December 31, 2021. The motion passed with 15 yes votes, 0 no votes, 0 absent.

### **Authorize the Administrative Officer to approve extension of usage of bereavement leave beyond six months as currently listed in the Employee Handbook and bargaining unit contracts (SR 20-085; P. Aguilar)**

With the current pandemic and limits on funeral services, staff requests bereavement leave usage be extended.

It was moved by Mr. Scott Bader and seconded by Ms. Frizzell to authorize the Administrative Officer to approve extension of usage of bereavement leave beyond six months as currently listed in the Employee Handbook and bargaining unit contracts. The motion passed with 15 yes votes, 0 no votes, 0 absent.



### **Administrative Officer's Report**

Mr. Frederick reported on the updates made to the Rucker Building, including HVAC units, the wheelchair lift, and new paint job. Partnerships continue to be his focus. He's had conversations with the Washington Hospitality Association and with Master Builders, who are interested in helping with messaging regarding the importance of adhering to state guidance regarding COVID-19. He's also reached out to other associations and chambers to enlist more messengers so the messaging comes from community members/leaders and business owners.

### **Health Officer's Report**

Dr. Chris Spitters reported on the current data related to COVID-19. Numbers continue to rise, with a 50% increase in the two-week rate of reported cases. Overall, cases are up in all age groups – particularly in the 20-59 age groups. Positivity rates are also increasing. Our drive-through test sites did about 15% of the tests in the county. Hospital surge is a concern; emergency visits for COVID-like illnesses have increased. State data also shows an increase in confirmed hospitalizations; there are 37 confirmed and 7 suspected cases in county hospitals.

In response to Board questions, Dr. Spitters noted that, although a smaller number than overall case rates, the number of hospitalizations is a more reliable indicator of disease activity in the community. Hospital planning, coordination, and system setup are better than at the beginning of the pandemic; however, hospital capacity hasn't expanded. Staffing shortages are also a concern; an "available" bed may not equate to a "staffed" bed. Normal winter surges from other illnesses will also continue to increase.

Long-term care cases also have increased, and there's a slight increase in deaths – mostly in those over 60; however, about 25% of deaths in October were under 60 years old. Number of cases have exceeded our capacity of disease investigators, and we've reached out to the State for help with contract tracing. The number of outbreaks has doubled over the last two weeks (mostly single-digit numbers of cases in these outbreaks). Schools and childcares, construction, restaurants, and retail have shown the highest number of outbreaks. The leading risk factors for transmission are private household gatherings, close contacts to a known case, and social gatherings.

Should there be additional restrictions to stem the wave, he hopes it will be targeted to those places where restrictions will have the most positive impact. Ultimately we hope people will limit social gatherings and movement.

Dr. Spitters also reported there was a Hep A case reported at a local shelter; staff immediately worked with the facility to get everyone in the building vaccinated.

### **Information Items**

Chair Wright announced upcoming meetings.

### **Adjournment**

The meeting was adjourned at 4:51 p.m.

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Stephanie Wright, Chair

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Shawn Frederick, Administrative Officer / Secretary