

**Meeting Minutes**  
**January 28, 2021**  
**Regular Meeting**

The meeting was held via Zoom conference call.

**Committee members present**

Megan Dunn  
Adrienne Fraley-Monillas – Vice Chair  
Anji Jorstad  
Kyoko Matsumoto Wright  
Stephanie Wright – Chair

**Committee members absent**

None

**Staff present**

Shawn Frederick, Chris Spitters, Heather Thomas, Pam Aguilar, Ragina Gray, Katie Curtis, Bruce Straughn, Nicole Thomsen, Michael Johnson, Sarah de Jong, Linda Carl, Grant Weed (legal counsel)

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**Call to Order**

The special meeting of the Executive Committee was called to order by Chair Stephanie Wright at 11:32 a.m. via Zoom video conference.

**Roll Call**

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

**Arrivals/Departures**

Ms. Matsumoto Wright arrived at 12:01 p.m.

**Agenda Additions**

Mr. Frederick requested one addition to Action related to a facility use agreement.

**Special Business**

*Confirm 2021 meeting schedule*

The committee confirmed they will meet on the fourth Thursday at noon.

*Review committee's purpose and scope of authority document*

The document was provided in the committee's packet. Mr. Frederick reviewed the role of the Executive Committee.

**Approval of Minutes**

It was moved by Ms. Anji Jorstad and seconded by Ms. Adrienne Fraley-Monillas to approve the minutes for the special meeting of January 7, 2021. The motion passed with 3 yes votes, 0 no votes, 1 absent (Matsumoto Wright), and 1 abstention (Dunn).

**Action**

*Adopt Res. 21-07 designating Shawn Frederick as the District's agent to apply for and obtain Federal and/or State emergency or disaster assistant funds, and forward to the full Board on consent (SR 21-016; N. Thomsen)*

FEMA is offering a grant funding opportunity related to COVID activities. Public assistance grants require a 25% match. Matching dollars can include CARES and/or Medical Reserve Corps volunteer hours. The grant agreement has been reviewed by legal counsel. Res. 21-07 allows us to apply for these funds, if we choose to.

It was moved by Ms. Jorstad and seconded by Ms. Fraley-Monillas to adopt Res. 21-07 designating Shawn Frederick as the District's agent to apply for and obtain Federal and/or State emergency or disaster assistant funds, and forward to the full Board on consent. The motion passed with 4 yes votes, 0 no votes, 1 absent (Matsumoto Wright).

*Authorize the Administrative Officer to apply for a DOH grant titled "Childhood Lead Poisoning Prevention and Surveillance of Blood Levels in Children," and forward to the full Board on consent (SR 21-009; K. Curtis)*

CDC has a grant opportunity for up to \$500K working with children and families regarding lead poisoning prevention. We previously ceased our lead-prevention program, and this grant would allow us to reestablish that with no added staff.

It was moved by Ms. Jorstad and seconded by Ms. Fraley-Monillas to authorize the Administrative Officer to apply for a DOH grant titled "Childhood Lead Poisoning Prevention and Surveillance of Blood Levels in Children," and forward to the full Board on consent. The motion passed with 4 yes votes, 0 no votes, and 1 absent (Matsumoto Wright).

*Authorize the Administrative Officer to approve and sign the Memorandum of Understanding to extend the current contract with AFSCME through December 31, 2021, and forward to the full Board on consent (SR 21-015; P. Aguilar)*

The AFSCME business rep has agreed to extend the contract through the end of 2021 with comp rates remaining the same unless other bargaining units receive a COLA increase. Wording regarding the Janis decision by the Supreme Court has been added, as well as the change of two PA1s to PA2s, which is in the 2021 budget.

It was moved by Ms. Jorstad and seconded by Ms. Fraley-Monillas to authorize the Administrative Officer to approve and sign the Memorandum of Understanding to extend the current contract with AFSCME through December 31, 2021, and forward to the full Board on consent. The motion passed with 4 yes votes, 0 no votes, and 0 absent (Matsumoto Wright).

*Authorize the Administrative Officer to apply for the HHS grant for "Advancing Health Literacy to Enhance Equitable Community Responses to COVID-19," and forward to the full Board on consent (SR 21-014; H. Thomas)*

The Board was briefed last week on an HHS grant that will have a quick turnaround time for release, application, and award. The grant is for \$2M to \$4M, and will be released sometime in mid-February and awarded by early March. The grant will allow us to partner with the County's Department of Social Justice, and it aligns well with our strategic plan and equity resolution. Staff requests Board approval to apply as soon as the grant becomes available.

It was moved by Ms. Fraley-Monillas and seconded by Ms. Jorstad to authorize the Administrative Officer to apply for the HHS grant for "Advancing Health Literacy to Enhance Equitable Community Responses to COVID-19," and forward to the full Board on consent. The motion passed with 4 yes votes, 0 no votes, and 1 absent (Matsumoto Wright).

*Authorize Environmental Health to discontinue providing testing services for drinking water samples, and forward to the full Board on consent (SR 21-012; R. Gray, B. Straughn)*

Since 1991 the Health District has contracted with Edge Analytical for testing services of drinking water samples. Since that time, more drop-off sites have become available to the public, and we've seen a dramatic decline in use of our service. Additionally, the database we used is becoming obsolete. In March 2020 we temporarily discontinued the service when the front counter was closed due to COVID-19, and we've received no negative feedback. Should we elect to continue the service, the database will have to be updated. Staff proposes to permanently discontinue offering this service to the public.

It was moved by Ms. Jorstad and seconded by Ms. Fraley-Monillas to authorize Environmental Health to discontinue providing testing services for drinking water samples, and forward to the full Board on consent. The motion passed with 4 yes votes, 0 no votes, and 1 absent (Matsumoto Wright).

*Authorize the Administrative Officer to sign a facility use agreement with Boeing pending the completion of Attachment A – event responsibility (no staff report; S. Frederick) [added at beginning of meeting]*

The Health District is working with large-capacity sites to increase vaccination distribution. The Boeing Company signed off on the agreement this morning, and Mr. Weed is working on the legal framework on the agreement. Attachment A regarding the event responsibility plan has been finalized, and the site should be operational by Feb. 4. Boeing's site will be open weekdays to their employees as well as the public. Kaiser Permanente will offer vaccinations on the weekends, allowing Snohomish County to have vaccination sites open seven days a week. We're also working with Microsoft on client registration software. Signups will remain the same, but it will eliminate the need for manual entry in the master database.

It was moved by Ms. Jorstad and seconded by Ms. Fraley-Monillas to authorize the Administrative Officer to sign a facility use agreement with Boeing pending the completion of Attachment A – event responsibility. The motion passed with 5 yes votes, 0 no votes, and 0 absent.

## **Briefings**

*2021 legislative update (no staff report; N. Thomsen, H. Thomas)*

Staff reviewed bills in the legislature related to public health. An email was sent yesterday to the Board with this information. A few highlights include HB 1340 related to forming a pandemic task force to review what worked and what didn't. HB 1368 is related to appropriation of federal funding including CARES Act extension and new dollars. There's also a proposed tax on sugary beverages, but that bill hasn't yet dropped. The Administration Committee offered to be available for a Zoom special meeting if needed to address these bills; the Executive Committee agreed.

*Health Officer briefing (no staff report; C. Spitters)*

Dr. Chris Spitters reported that the two-week rolling case rate is going down, after a peak in mid/late December. This is a key metric in the four-pronged assessment the Governor put in place. Hospital admissions and LTCF cases are also declining. Deaths continue to occur but at a slower pace. The numbers look good for getting kids back in school. Teachers over 50 are in the 1b2 group, and those under 50 are in the 1b4 group.

The B.1.1.7 strain from the UK is more transmissible than the current COVID-19 strain. It likely will be the majority of COVID cases by this summer. We can control transmission through the current preventative measures and vaccinations. The CDC continues to vet the data on this strain. Additionally, the strain from S. Africa could pose a bigger concern.

Supply of the vaccine continues to be an issue. We received 50K doses as of last week, with 42K administered (84%). We anticipate 10 weeks to vaccinate those currently eligible.

*State food code update and reciprocity changes (SR 21-011; R. Gray, B. Straughn)*

The mobile food truck reciprocity law went into effect last March, requiring counties to honor permits issued by other counties. A review is still required, for which we charge \$195. However, the fee does not fit in the spirit of the law per legal counsel, and it will be removed from our fee schedule when it's next reviewed by the Board.

Several new food codes went into effect on Jan. 15, and county food establishments were notified via email with a link to the updated food code. More changes will take effect by March 2022. A few big changes that went into effect this month include: lemonade stands are no longer considered a food establishment when operated by someone under 18 and for fewer than 30 days; dogs will be allowed inside breweries and taprooms that don't sell food; and presence in mobile commissaries must be documented.

**Information Items**

The Governor will hold a press conference this afternoon.

Next meeting date: Thursday, Feb. 25, 12 p.m.

**Adjournment**

The meeting was adjourned at 12:41 p.m.

DRAFT