

Meeting Minutes
November 23, 2021
Special 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

Staff present

Shawn Frederick, Carrie Parker, Nicole Thomsen, Sara Centanni, Sarah de Jong, Grant Weed (legal counsel), Nikki Thompson (legal counsel)

Call to Order

The special meeting of the Executive Committee was called to order by Chair Wright at 2:31 p.m. via Zoom video conference.

Roll Call

Roll call was taken by Ms. Sarah de Jong who reported there was a quorum present.

Approval of Minutes

It was moved by Ms. Megan Dunn and seconded by Ms. Anji Jorstad to approve the minutes for the special meeting of October 28. The motion passed unanimously.

Action

Adopt Res. 21-25 approving the 2021 budget amendment #2, and forward to the full Board for action (SR 21-116; S. Centanni)

This amendment is needed due mainly to the FEMA revenue and expenditures the Health District is incurring due to COVID. It adds in about \$2.5M in FEMA revenue and expenditures as well as an additional \$400,000 for COVID temporary staff and \$100,000 for COVID supplies and increases the expenditures by \$3M. The revenues are increased by about \$2.5M so the surplus that was originally projected in the original budget amendment will drop by about \$500,000.

It was moved by Ms. Jorstad and seconded by Ms. Dunn to adopt Res. 21-25 approving the 2021 budget amendment #2, and forward to the full Board for action. The motion passed unanimously.

Adopt Res. 21-26 approving the 2022 Health District budget, and forward to the full Board for action (SR 21-117; S. Frederick)

Mr. Shawn Frederick reviewed the highlights and assumptions of the proposed balanced budget. Committee members expressed appreciation for the positive financial direction the Health District is moving in. Ms. Dunn requested any talking points on the positive impact the foundational public health support will have in the community so she can share it during the next legislative session.

It was moved by Ms. Adrienne Fraley-Monillas and seconded by Ms. Dunn to adopt Res. 21-26 approving the 2022 Health District budget, and forward to the full Board for action. The motion passed unanimously.

Approve Res. 21-23: Adopting PHAC bylaws and membership in compliance with RCW 70.46.140, and forward to the full Board on consent (SR 21114; N. Thomsen)

These changes to the bylaws are needed due to the requirements regarding the reformation of local boards of health in House Bill 1152. The Public Health Advisory Board (PHAC) created an ad hoc committee that has met four times to revise the bylaws. These revisions have also been reviewed by legal counsel and are in compliance with the requirements set forth by legislation.

It was moved by Ms. Dunn and seconded by Ms. Jorstad to approve Res. 21-23: Adopting PHAC bylaws and membership in compliance with RCW 70.46.140, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to hire a temporary term-limited community health outreach worker for the refugee health outreach program, and forward to the full Board on consent (SR 21-107; K. Curtis)

The Washington State Department of Health has offered to provide local health jurisdictions up to \$100,000 to hire a temporary community health worker who would be doing outreach to the refugee and immigrant populations in Snohomish County to help encourage them to get vaccinated for COVID. This position would act as a kind of ambassador from public health into these communities to help remove barriers, such as assistance in signing up for appointments. The funding would run through the end of May 2023 so this would not be a permanent position within the Health District, but would complement our current vaccine work currently being performed in the community.

It was moved by Ms. Jorstad and seconded by Ms. Dunn to authorize the Administrative Officer to hire a temporary term-limited community health outreach worker for the refugee health outreach program, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to execute amendment #24 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent (SR 21-107; K. Curtis)

Ms. Carrie Parker, Prevention Services Assistant Director, reviewed the changes in this amendment, including:

- Work added for the tobacco prevention program.
- COVID funding:
 - Removal of \$2.7M from the budget for the Box in the Virus.
 - Almost the same amount as the above was added into the federal fiscal year 20 local health jurisdiction allocation, moving that up to \$11.9M.
 - An additional 5,000 was added for COVID vaccine funding, bumping that total number up to \$2.8M
- Revisions of some of the date in the contract. Some of the dates in the contract is set to continue through 2023, and it's expected for more development of that in the new year.
- Removal of \$16,000 for viral hepatitis funding in the infectious disease section.
- Removal of \$15,000 for ADAP rebate funding, which is a bit of money received to help connect HIV-positive clients to care. This funding was moved down into the federal fiscal year 21 (FFY21) grant.
- Additional \$163,000 added for STD funding, primarily for syphilis case investigation. The Health District is currently hiring two disease investigators to help with the amount of surplus that has increased in the county.
- Foundational Public Health Services (FPHS):
 - \$1.2M for reinforcing capacity
 - \$30,000 to conduct a Community Health Assessment, or if that's completed to follow up with a Community Health Improvement Plan.
 - \$497,000 for communicable disease work
 - \$164,000 for hepatitis C work.
 - 1.1M for environmental health.

○ It's anticipated the funds for FPHS will remain the same for fiscal years 2022 and 2023. The total amount for this amendment adds \$2.9M for a total consideration of \$40M. It was moved by Ms. Fraley-Monillas and seconded by Ms. Jorstad to authorize the Administrative Officer to execute amendment #24 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to extend an existing agreement with Buenavista Service, Inc. to provide janitorial services at the Rucker Building from Jan 1. To Dec. 31, 2022, and forward to the full Board on consent (SR 21-112; S. Frederick)

In 2019, the Health District was previously contracted with another vendor for this service. That contract was set to cost between \$95,000-100,000 and so the Health District decided to solicit quotes to see if the service could be done for less. Buenavista submitted their proposal with a new cost of around \$53,000. When the WIC program was discontinued at the Health District, that amount dropped to around \$51,000 but some of that space is expected to be utilized in the next year and staff are expecting the amount paid for services to increase to around \$54,000. A new amendment will be created at that time to allow for the increase in service. Staff are requesting a second and final extension allowed by the contract for this service through the end of 2022.

It was moved by Ms. Fraley-Monillas and seconded by Ms. Dunn to authorize the Administrative Officer to extend an existing agreement with Buenavista Service, Inc. to provide janitorial services at the Rucker Building from Jan 1. To Dec. 31, 2022, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to approve out-of-state travel to New Orleans from June 12-15, 2022, for Pam Aguilar to attend the Society of Human Resources Management conference (SR 21-111; S. Frederick)

Out-of-state travel for staff currently needs to go through the Executive Committee to approve. The Society of Human Resources Management has an annual conference that offers professional development credits that are needed for professional certification to be retained. Pam Aguilar, Interim Deputy Administrative Officer and former Human Resources Manager, has this certification. The conference in 2022 is going to be held in New Orleans and there are funds available in 2021 to be utilized to pay for this function.

It was moved by Ms. Jorstad and seconded by Ms. Dunn to authorize the Administrative Officer to approve out-of-state travel to New Orleans from June 12-15, 2022, for Pam Aguilar to attend the Society of Human Resources Management conference.

Committee members discussed reconsidering the resolution to have out-of-state travel come before the Board in the future and requested to review in the near future.

The motion passed unanimously.

Briefings

Health Officer update (no staff report; C. Spitters)

Case Rates. Most recently report cases show a small drop but it's difficult to tell if this is indicative of a downward trend or will stay flat. Caution should be taken the next couple months as the holidays approaching and it gets colder with more activities moving indoors.

School-Aged Children. Through the end of October, the proportion of cases among school-aged children has gone up since school resumed. While there have been many clusters and outbreaks of cases in schools, there's still not a lot of transmission and school outbreaks were less in October-November than in September. The largest outbreak in any of the schools so far was one with 21 cases.

Pediatric vaccinations have begun rolling out for the 5-11 year old age range and that age group already has about 16% in the past two weeks who have initiated vaccination in Snohomish County.

Hospitalizations. There have been no hospitalizations of youth recently. Most of the hospitalizations are in middle-aged adults. Hospitalizations have come down off the peak but still remain at a fairly high

level, with roughly 65-70 Snohomish County residents currently hospitalized with COVID. That number has remained flat the past couple of weeks. Snohomish County has a lower rate of hospitalizations per capita than either King or Pierce County. However, the proportion of COVID-hospitalized clients on ventilators is higher than both. This could be due to Providence, who cares for about 90% of hospitalized COVID cases in the county, discharging patients once a patient's oxygen levels is at a certain level, which is sooner than other counties. Providence also uses a home oxygen company to keep these discharged patients on home oxygen.

Case Investigations. At the peak, case investigators were able to contact about 80% of cases within two days. That is now at about 10 – 15% and almost half of those called completely evade case investigators. This results in 0.1 new quarantines for reported cases assigned to the system. These results are not specific to Snohomish County and are being experienced throughout the state. Due to the diminished results, the Health District is looking at relegating case investigation and contact notifications back to the State and then focusing those resources in other areas that may be more productive and yield greater results.

Vaccine Effectiveness. The effectiveness of the vaccine has declined with time. This is probably due to both the introduction of the Delta variant and the effectiveness of the initial vaccination diminishing with time. This suggests the need for boosters to get the effectiveness back up because it's assumed that a lot of the loss of effectiveness is just time since vaccination. In Snohomish County, 85-90% of people who die from COVID are unvaccinated.

Ms. Matsumoto Wright asked if the size of a person and the severity of symptoms they may experience is considered when receiving a dose of vaccine. Dr. Spitters shared that he didn't believe a lower dose would necessarily produce lessened side effects but that he would pass along any information he found on the topic.

Information Items

Next Board of Health meeting date: Tuesday, December 14, 3 p.m.

Next committee meeting date: Thursday, January 6, 12 p.m.

Adjournment

The meeting was adjourned at 3:43 p.m.