



**Snohomish Health District  
Board of Health Minutes  
Special Meeting  
November 6, 2018**

The meeting was held at Snohomish Health District, 3020 Rucker Ave., first floor Auditorium.

**Members Present**

Christine Cook, Councilmember, Mukilteo  
Sam Low, County Councilmember (via phone)  
Kyoko Matsumoto Wright, Councilmember, Mountlake Terrace  
Nate Nehring, County Councilmember  
Dan Rankin, Mayor, Darrington  
Linda Redmon, Councilmember, Snohomish  
Terry Ryan, County Councilmember  
Shirley Sutton, Councilmember, Lynnwood  
Jeff Vaughan, Councilmember, Marysville  
Stephanie Wright, County Councilmember – BOH Vice Chair

**Members Absent**

Scott Bader, Councilmember, Everett  
Adrienne Fraley-Monillas, Councilmember, Edmonds – BOH Chair  
Kurt Hilt, Councilmember, Lake Stevens  
Liam Olsen, Councilmember, Bothell  
Brian Sullivan, County Councilmember

**Arrival/Departure**

Dan Rankin arrived at 3:15 p.m.

**Call to Order**

The special meeting of the Board of Health was called to order at 3:03 p.m. by Board Vice Chair Stephanie Wright in the auditorium of the Snohomish Health District Rucker Building.

**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 Mr. Terry Ryan and seconded by Ms. Shirley Sutton to approve the agenda contents and order. The motion passed unanimously.

**Approval of Minutes**

It was moved by Ms. Linda Redmon and seconded by Mr. Ryan to approve the minutes of the regular meeting of Oct. 9. The motion passed unanimously.

**Public Comment**

There were no volunteers to speak during public comment. Public comment was closed.



### **Division Reports**

Jordan Bower, Disease Intervention Specialist, Viral Hepatitis Outreach Program, provided information on the VHO program and what she does to test, prevent, and connect hepatitis C patients to treatment and care.

### **Written Reports**

Reports are provided in the Board packet.

### **Consent**

It was moved by Mr. Nate Nehring and seconded by Mr. Ryan to approve the following items on consent:

- a. Approve vouchers and Res. 18-23 authorizing Oct. 2018 expenditures for Health District and PHEPR fund
- b. Authorize the Administrator to sign the lease agreement with Community Health Center of Snohomish County for community resources outreach from Nov. 6, 2018, through Dec. 31, 2019.

The motion passed unanimously.

### **Action**

It was moved by Ms. Redmon and seconded by Mr. Ryan to authorize the Administrator to sign the interlocal agreement to allocate Snohomish County a portion of funds received by the Health District through the Public Health Crisis Opioid Prevention in States (OPIS) surge grant. The motion passed unanimously.

Mr. Jeff Ketchel introduced Tye Ferrell and Phyllis Shulman, principals with Resilience Collaborative NW, who have contracted with the Health District to provide strategic-planning consultation. Mr. Ferrell provided a brief overview of the strategic-planning process. They proposed several options for Board engagement, including a retreat, regular Board briefings, and written reports. Additionally, they asked that the Board form a steering committee that will meet regularly and help guide the process; they recommend a committee of four Board members and three staff members.

It was moved by Mr. Ryan and seconded by Mr. Nehring to approve the steering committee structure proposed by Resilience Collaborative NW of four Board members and three staff members. The motion passed unanimously.

### **Briefings**

#### *Division of Responsibilities update*

Vice Chair Wright stated that final draft is almost complete and will be available for review at the December or January Board meeting.

#### *Finance Manager's report*

Ms. Tracey Kellogg noted that approximately \$10.3M is in the bank with revenues about 13% above projections and expenditures about 2.2% below projections.

#### *2019 preliminary budget presentation*

The budget ad hoc committee met four times and identified several factors that affect budget planning: the Rucker Building, Foundation Public Health Services, no fee increases, avoiding staff cuts, and a balanced budget. Mr. Ketchel reviewed two budgeting options: 1) the recommendation from the budget ad hoc committee, and 2) a balanced budget that didn't require staff layoffs. He reviewed the \$171,000 efficiencies found in Option 2. His presentation was followed by Board discussion. Mr. Ketchel will provide greater detail as requested by the Board.



### **Public Hearing – 2019 Budget**

Mr. Jeff Clarke, general manager of the Alderwood Water & Wastewater District, cautioned about efficiencies vs. savings, putting off necessary computer updates, and falling behind on salaries.

There were no more volunteers to speak. The public hearing on the budget was closed.

### **Administrator's Report**

Staff continues to make progress on the accreditation process. Several data walks are being scheduled around the county, which the Board is encouraged to attend. The data walks set the stage for the community health improvement plan and the District's health priorities.

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

North King County has seen an increase in HIV cases among IV drug-users. Swedish Edmonds is open to screening patients arriving in the ER for HIV and Hepatitis C in an effort to identify cases and intervene, but since patient follow-up is not practicable for emergency department providers, the Health District will conduct follow up. The expected caseload would be about one report to follow up on every two days. Last week the Health District, in collaboration with Delta Dental, provided a four-hour continuing-education training for dentists on pain management and opioid prescribing. Some dentists expressed interest in providing referrals for patients for drug-use assessment. The Health District hosted a focus group for veterinarians regarding the impact of the opioid crisis on their practices because opioids are also used to treat pain in animals. Some in attendance expressed concern about employees accessing and diverting drugs. The disease burden work on opioids is completed and a report should be available soon.

### **Information Items**

Vice Chair Wright reviewed the list of upcoming meetings.

### **Adjournment**

The meeting was adjourned at 4:05 p.m.

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Adrienne Fraley-Monillas, Chair

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Jefferson Ketchel, Administrator / Secretary