

Board of Health
Public Health Program Policy Committee

Meeting Minutes
January 20, 2022
Regular Meeting

The meeting was held via Zoom conference call/video.

Committee members present via Zoom

Elisabeth Crawford
Heather Logan
Jared Mead
Ben Zarlingo

Committee members absent

Linda Redmon

Staff present

Ragina Gray, Nicole Thomsen, Katie Curtis, Carrie Parker, Pam Aguilar, Heather Thomas, Sara Centanni, Sarah de Jong

Call to Order

The regular meeting of the Program Policy Committee was called to order by Ms. Elisabeth Crawford at 3:32 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. Heather Logan and seconded by Ms. Elisabeth Crawford to approve the minutes of the regular meeting of December 16, 2021. The motion passed unanimously.

Public Comment

Ms. Crawford noted that no public comment was received.

Action Items

Approve policy POL 130-003 concerning capital & small and attractive assets and forward to the full Board on consent (SR 22-005; N. Thomsen, S. Centanni)

Ms. Nicole Thomsen presented the policy to Committee members. Feedback from Committee members was to request a distinction in the policy that makes it clear that any equipment that falls under the Health District's contract with Snohomish County DoIT would also fall under Snohomish County DoIT's asset management policy.

It was moved by Ms. Logan and seconded by Mr. Ben Zarlingo to approve policy POL 130-003 concerning capital & small and attractive assets as amended and forward to the full board on consent. The motion passed unanimously.

Briefings

Request for proposal (RFP) for electronic health record (EHR) system (SR 22-004; K. Curtis)

The Health District has been using the same EHR system called “Insight” since 2008 and it is very outdated and doesn’t meet the needs of a public health agency. Health District staff have prepared an RFP to look for a new EHR that will offer a cloud-based solution and is catered for public health, as opposed to a healthcare provider. The Health District will work closely with the County to ensure all technological requirements can be met, as the County manages the Health District’s IT systems. Once the RFP is submitted, staff will bring the final candidates to the Board for final decision in moving forward.

Health Officer’s Update

Dr. Chris Spitters was unable to attend this meeting and had previously communicated there have been no substantial updates since his update at the Board of Health meeting two days prior.

Informational Items

Ms. Crawford reviewed the upcoming meetings. Committee members discussed possibly moving the Committee meeting date and/or time due to conflicting meetings. Ms. Sarah de Jong will poll Committee members to see if another date/time would work better.

Next Meeting Date

Full Board of Health: Tuesday, February 8, at 3:00 p.m.

Program Policy Committee: Thursday, February 17, at 3:30 p.m.

Adjournment

The meeting was adjourned at 4:01 p.m.