

**Meeting Minutes**  
**February 28, 2022**  
**Special Meeting**

The meeting was held via Zoom conference call.

**Committee members present**

Megan Dunn  
Anji Jorstad - Chair  
Kyoko Matsumoto Wright  
Stephanie Vignal – Vice Chair

**Committee members absent**

Stephanie Wright

**Staff present**

Shawn Frederick, Katie Curtis, Ragina Gray, JR Myers, Carrie Parker, Pia Sampaga-Khim, Heather Thomas, Nicole Thomsen, Sara Centanni, Sarah de Jong, Grant Weed (legal counsel)

---

**Call to Order**

The special meeting of the Executive Committee was called to order by Ms. Anji Jorstad at 12:00 p.m. via Zoom video conference.

**Comings and Goings**

Megan Dunn arrived at 12:03 p.m.

**Roll Call**

Roll call was taken by Ms. Sarah de Jong who reported there was not a quorum present, as Ms. Matsumoto Wright was unavailable during roll call.

**Public Comment**

Ms. Jorstad reported one public comment was received. Mr. Shawn Frederick read the following public comment into record:

- An email from residents Jackson and Erika Long regarding mask policies in schools.

With the return of Ms. Matsumoto Wright and the arrival of Ms. Megan Dunn, there was now a quorum.

**Special Business**

Chair Jorstad opened the floor for nominations for the vice chair of the Committee. Ms. Jorstad nominated Ms. Stephanie Vignal as Vice Chair of the Executive Committee. No further nominations were received and Stephanie Vignal becomes Vice Chair of the Executive Committee for 2022.

Chair Jorstad opened the floor for nominations for the chair of the Committee. Ms. Dunn nominated Ms. Jorstad as Chair of the Executive Committee. No further nominations were received and Anji Jorstad becomes Chair of the Executive Committee.

**Confirm 2022 meeting schedule**

Committee members discussed the meeting schedule and all members present are available in the early afternoons of the 1<sup>st</sup> Tuesday of each month. Ms. Sarah de Jong will confirm the time with all Committee members and update the meeting schedule.

## Action

*Authorize the Administrative Officer to sign amendment #1 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent (SR 22-009; K. Curtis)*

Ms. Katie Curtis briefed Committee members on the programs and funds included in this amendment. This amendment includes no decreases in funding.

It was moved by Ms. Vignal and seconded by Ms. Dunn to authorize the Administrative Officer to sign amendment #1 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent. The motion passed unanimously.

## Briefings

*Washington Poison Center 24/7 after-hours call-answering services (SR 22-008; K. Curtis)*

Ms. Katie Curtis briefed Committee members that the Washington Poison Center won the bid for this service and the Health District would be entering into an agreement with them. Washington Poison Center has provided this service to the Health District for the past several years and has provided exceptional service.

*Policy POL 120.003 concerning telecommuting (SR 22-010; P. Aguilar)*

Mr. Shawn Frederick highlighted the changes made since the last time this policy was brought through Committees as a briefing. This will be a permanent policy that will replace the emergency telecommuting policy set in place in 2020 in response to the COVID pandemic. The policy includes hoteling space for telecommuting workers to utilize when they do come into the Rucker building. This item will go through all three Committees this month as a briefing and then next month for action, before going to full Board at the April Board of Health meeting for final approval.

*Policy POL 130.002 concerning purchasing (SR 22-011; N. Thomsen, S. Centanni)*

This policy was originally approved in 2020. Since that time, a request was made to amend the policy based on some audit findings from the previous years. Ms. Nicole Thomsen walked through the changes made to the policy since its last approval. The policy has also been reviewed by legal and they had no suggested changes.

Committee members discussed their preferences for Table 2: Authorized Signatories Based on Total Invoice Value. Committee members indicated they were in favor of leaving the table as is.

Mr. Shawn Frederick also discussed ensuring the language regarding Board authority is clear and conveys the correct meaning so that invoices for items that were previously approved by the Board wouldn't need to go through additional Board approval. The policy will be shared with legal for an additional review to this point.

*Legislative update (no staff report; N. Thomsen)*

Ms. Thomsen provided an update on the legislative session, which is now at week seven. These updates included:

- House Bill 1074 is concerning overdose and suicide fatality and is analogous to work the Health District does with the child death reviews. The intent is to identify trends and patterns in deaths for adults in the areas of suicide and overdose fatalities, with the express intent for identifying prevention and intervention moments that public health could move and act on. The bill has made its way through the Senate Committees and contains one amendment to add death caused by withdrawals as well as a request to the State Department of Health to give a larger look at population health. Right now, the bill is has been placed on the Senate floor calendar.
- Senate Bill 5909, regarding legislative oversight of gubernatorial powers concerning emergency proclamations and unanticipated receipts. This bill creates the opportunity for the legislative body to either rescind or reaffirm gubernatorial action after a declaration of emergency.

- OFM released its revised revenue projections last week which as an increase of almost \$1.5B into revenue projections. This is a supplemental budget only. The larger categories were for COVID and has roughly \$250-300M for the state to look at dispersion across local health jurisdictions.

*ABCs for healthy kids (SR 22-012; H. Thomas)*

Ms. Thomas presented the ABCs campaign to Committee members. This campaign runs through the end of 2022 and a new letter will be revealed every two weeks with a message that corresponds with it. Articles and activities regarding that topic will be shared on a consistent basis and will also coordinate with different events in the community, when possible. By planning out so far in advance, Health District staff are also able to translate the materials into different languages to increase the reach of the campaign.

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

Mr. Shawn Frederick provided a briefing to Committees on the COVID emergency response. As of this morning, Snohomish County continues to see a solid decline in the case rates per 100,000 residents, which has now fallen to 243. The actual number of cases per week, which peaked at around 15,000 has dropped to 689. All indicators show that numbers are moving in the right direction and that is reflected in policy changes as recently as today with the Governor's Office revising the date of the end of the indoor mask mandate. Hospitalizations due to COVID have also continued to decline. However, the hospitals are still quite full as they continue to intake patients that have deferred care for the past two years. Long-term care shows a slower but steady decline in outbreaks. School setting outbreaks all indicate favorable trends. The positivity rate for testing has come down significantly from around a 35% positivity rate at the peak of the wave to currently around 7.5%. Demand for vaccination has also decreased with the vast majority of administered doses being boosters. The overall vaccination rate is very high, with around 80% of Snohomish County residents having completed their initial series.

**Information Items**

Chair Jorstad announced upcoming meetings

Mr. Shawn Frederick shared an update regarding potential leasing opportunities for the Rucker Building and the Lynnwood property.

**Adjournment**

The meeting was adjourned at 1:06 p.m.