

REPORT FOR THE BOARD OF HEALTH

Administration Committee Meeting

Regular meeting of November 28, 2018

Committee members present: Scott Bader, Sam Low, Kyoko Matsumoto Wright, Liam Olsen

Committee members absent: Terry Ryan

Staff present: Jeff Ketchel, Mark Beatty, Shawn Frederick, Heather Thomas, Pam Aguilar, Linda Carl

The meeting was called to order at 3:33 p.m.

Motions passed at this meeting:

- Approved minutes of the regular meeting of Oct. 31
- Approved vouchers and Res. 18-25 authorizing November 2018 expenditures for Health District and PHEPR fund, and forwarded to the full Board on consent.
- Approved the Finance Manager's report, and forwarded to the full Board as a briefing.
- Authorized the Administrator notify Summit Law of the Health District's intent to exercise a two-year extension option for labor and employment legal services for the period of Jan. 1, 2019, through Dec. 31, 2020, and forwarded to the full Board on consent.
- Authorized the Administrator to extend short-term lease with Everett Public Schools through June 30, 2019, and forwarded to the full Board on consent.

Briefings:

UBI business license number change

Per committee direction, Ms. Kellogg consulted legal counsel about updating the UBI number, which currently rests with the facilities division of Snohomish County. If updated, there can be no L&I claims outstanding. Ms. Kellogg will check to see if the rate changes and will bring this back to the committee in February.

End-of-life computer hardware

After the discussion at the last committee meeting, Mr. Shawn Frederick consulted again with the County. He was told that because of the age of the devices, they must be replaced all at once. He reported a recent failure; the County was able to reconfigure a surplus device to address the problem. The County is reconfiguring our system to be more consistent with best practices and to facilitate moving our databases to their servers. The County has additional devices should there be another critical failure. Mr. Frederick added that there are also tape-based devices that need replacement. However, funds for switches may need to be delayed until 2020.

2019 budget discussion (SR 18-071)

The County withheld \$250,000 until the second half of 2019. For budgeting purposes, Mr. Low suggested including it.

Next meeting date: Dec. 26, 3:30 p.m. Depending on agenda items, the committee will determine the week before if this meeting will be canceled.

The meeting was adjourned at 3:50 p.m.