

Board of Health
Public Health Program Policy Committee

Meeting Minutes
March 15, 2022
Special Meeting

The meeting was held via Zoom conference call/video.

Committee members present via Zoom

Heather Logan (Chair)
Elisabeth Crawford (Vice Chair)
Jared Mead
Ben Zarlingo

Committee members absent

Julieta Altamirano-Crosby

Staff present

Shawn Frederick, Chris Spitters, Nicole Thomsen, Katie Curtis, Carrie Parker, Heather Thomas, Julia-Grace Sanders, Pam Aguilar, Pia Sampaga-Khim, Ragina Gray, Sara Centanni, Sarah de Jong

Call to Order

The regular meeting of the Program Policy Committee was called to order by Ms. Heather Logan at 3:31 p.m. via Zoom video conference.

Roll Call

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

Public Comment

Ms. Logan noted that no public comment was received.

Revisions to the Agenda

The telecommuting policy was removed from the action items and an Executive Session was added to the end of the meeting.

Action Items

Approve policy POL 130.002 concerning purchasing, and forward to the full Board on consent (SR 22-011; N. Thomsen, S. Centanni)

This policy has been presented as a briefing at all three committees. One question was raised regarding whether the Administrative Officer had sufficient authority to approve invoices exceeding the \$50k mark. This question was posed to legal counsel and their response was that the language in the policy was sufficient. A change was also made that gives a more concise limit to the amount a manager or executive assistant can approve.

It was moved by Ms. Elisabeth Crawford and seconded by Mr. Ben Zarlingo to approve policy POL 130.002 concerning purchasing, and forward to the full Board on consent. The motion passed unanimously.

Approve Ordinance No. 22-01 regarding secure medicine return regulation, and forward to the full Board for action (SR 22-015; R. Gray)

Ms. Ragina Gray provided a summary of why this ordinance is being requested. The Health District previously ran a secure medicine return program, with the caveat that if the State ever developed their own program, then this program would be dissolved. The State did so and the program was removed from the November 2021 fee schedule. However, because the program is a part of the District Code, an ordinance is needed to revise that section.

It was moved by Mr. Zarlingo and seconded by Ms. Crawford to approve Ordinance No. 22-01 regarding secure medicine return regulation, and forward to the full Board for action. The motion passed unanimously.

Authorize the Administrative Officer to execute amendment #2 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent (SR 22-016; K. Curtis)

Ms. Katie Curtis listed the changes in funding in this amendment.

It was moved by Mr. Zarlingo and seconded by Ms. Crawford to authorize the Administrative Officer to execute amendment #2 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent. The motion passed unanimously.

Briefings

Request for proposal – COVID health literacy grant (SR 22-014; K. Curtis)

The Health District was previously awarded a federal grant to perform government interventions around the community regarding health literacy specifically related to COVID. As part of that work, the Health District was able to partner with five organizations and now plan to put out a request for proposal to add additional partners to do work on this grant, which has about \$700,000 remaining. The work would need to be completed by June 2023. We are looking for organizations to perform outreach to our communities of focus, specifically Latino and Pacific Islander.

Grants overview and 2022 funding priorities (SR 22-018; J. Sanders)

Ms. Julia-Grace Sanders gave a presentation that provided an overview of the first year for the newly-created grants coordinator position and outlined the funding priorities for grants for 2022.

Legislative update (no staff report; N. Thomsen)

Ms. Nicole Thomsen updated the Board on the final week of legislative session, which ended Friday. All the bills that staff had been tracking and predicted would pass did so, including House Bill 1074 regarding opioid fatality review and the EMT bill, both of which will now go to the Governor to review and sign if approved.

Ms. Heather Thomas shared that the federal government passed a continuing budget last week that contained a \$250,000 allocation for an electronic health record system and some expansion to the tuberculosis program for some direct-observed therapy for the Health District.

Review committee's purpose and scope of authority (no staff report; S. Frederick)

Mr. Shawn Frederick reviewed the document, which describes the committee's purpose.

Position description for a Foundation Manager position to support the Sound Foundation for Public Health (SR 22-019; S. Frederick)

Mr. Shawn Frederick provided an update on the position description and hiring process for this budgeted position.

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

COVID case counts continue to drop. The current case rate for the past two weeks is about 106 per 100,000 Snohomish County residents. This number is approaching previous baselines between waves and is a remarkable and sustained improvement. Testing positivity and demand for testing has also continued to decline.

Hospitalizations due to COVID are also declining and there is currently only one person on a ventilator. There's a decrease in outbreak-related cases in K-12 school settings. Staff met with school officials today to iron out details regarding the settings masking will be recommended and/or required in the future.

From a public health viewpoint, the emerging consensus in moving forward is to protect the healthcare system, and prevent severe disease, death, and disability, primarily in the form of long COVID. Many are expecting some type of surge this next winter and that possibility could impact the healthcare system capacity especially if doubled up with a surge in flu cases.

Future activities for the Health District include demobilizing and continuing to transition certain activities, like vaccination and testing, to the healthcare systems.

Informational Items

Ms. Logan announced the upcoming meetings.

Executive Session [Added to the agenda]

The Snohomish Health District Board of Health Program Policy Committee will recess and convene into Executive Session for purposes of collective bargaining matters pursuant to RCW 42.30.140(4)(a).

Executive Session is expected to last up to 5 minutes. Unless extended to a later time, the Program Policy Committee will reconvene into regular session at 4:45 p.m. and is not expected to take action.

The Program Policy Committee reconvened into regular session at 4:45 p.m. and did not take action.

Adjournment

The meeting was adjourned at 4:46 p.m.