

Meeting Minutes
March 23, 2022

The meeting was held via Zoom conference call.

Committee members present

Sam Low
Neil Tibbott
Mark James

Committee members absent

Nate Nehring
Joe Neigel

Staff present

Chris Spitters, Shawn Frederick, Nicole Thomsen, Heather Thomas, Pam Aguilar, Sara Centanni, Pia Sampaga-Khim, Stephanie Fuller, Ragina Gray, Sarah de Jong

Comings and goings

Mr. Sam Low was present at the beginning of the meeting but due to technical difficulties was unable to respond at roll call. Mr. Low rejoined the meeting via phone at 3:34 p.m. and left the meeting at 4:30 p.m.

Call to Order

The regular meeting of the Administration Committee was called to order by Mr. Neil Tibbott at 3:31 p.m. via Zoom video conference.

Roll Call

Roll call was taken by Ms. Sarah de Jong who reported there was not a quorum present.

Mr. Sam Low joined the meeting at 3:34 p.m., which created a quorum.

Approval of Minutes

It was moved by Mr. Mark James and seconded by Mr. Neil Tibbott to approve the minutes for the regular meeting of February 23, 2022. The motion passed unanimously.

Public Comment

Mr. Tibbott noted that no public comment was received.

Action

Approve Finance Manager's Report for January 2022, and forward to the full Board as a written report (SR 22-020; S. Centanni)

Ms. Sara Centanni reviewed the Finance Manager's report, which can be found in the meeting packet.

It was moved by Mr. James and seconded by Mr. Low to approve Finance Manager's Report for January 2022, and forward to the full Board as a written report. The motion passed unanimously.

Approve vouchers and Res. 22-12 authorizing Health District expenditures from February 16, 2022, to March 15, 2022, and forward to the full Board on consent.

Ms. Centanni provided a brief overview of Health District expenditures.

It was moved by Mr. Low and seconded by Mr. James to approve vouchers and Res. 22-12 authorizing Health District expenditures from February 16, 2022, to March 15, 2022, and forward to the full Board on consent. The motion passed unanimously.

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 Mr. James and seconded by Mr. Low 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. James and seconded by Mr. Low 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 sign 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. Low and seconded by Mr. James to authorize the Administrative Officer to sign 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 continue work on this grant. Once these community partners are identified, staff will come back to see Board approval to enter into the agreements.

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. Committee members also discussed with staff the carbon footprint of the Rucker Building.

Legislative update (no staff report; N. Thomsen)

Ms. Nicole Thomsen updated the Board on the final week of legislative session. All the bills that staff had been tracking and predicted would pass did so, including House Bill 1074 regarding opioid fatality review and House Bill 1893, both of which will now go to the Governor to review and sign if approved.

After a lot of discussion and amendments made from both chambers, it was recommended that the cannabis bill be worked on for future consideration.

Bills to possibly keep in mind for next legislative session include a bill on doxing (protection of public health and public government personal addresses) and a bill on micro-enterprise home kitchens.

Regarding the budget, COVID funds which were previously expected to be around \$250-300M has been reduced to around \$120M. This is to reflect that FEMA has extended their participation in support of COVID activities through the end of June.

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 and informed Committee members that Nate Nehring is unable to Chair this Committee as he has scheduling conflicts. As there was not a quorum present at this time, this discussion will be addressed at the next Committee meeting.

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 overview of the Sound Foundation, an update on the position description, and the hiring process for this budgeted position.

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

COVID case counts continue to drop. The CDC has released a framework for classifying the COVID community level. This framework takes the number of cases per 100,000 population and matches it against new COVID-19 admissions per 100,000 population or the percent of staff inpatient beds occupied by COVID patients to come up with a low, medium, or high rating. Based on this model, Snohomish County currently classifies as a low risk. Moving forward, if the level were to be reclassified as a medium or high risk, would signal to the community to resume wearing masks and utilize other non-pharmaceutical interventions.

While COVID has proved difficult to predict, it appears the immediate future will show a low morbidity count. Many experts agree that there is a large chance for there to be a resurgence of COVID cases and hospitalizations in the fall and winter, especially as most vaccinated people will have gone between six to twelve months since their last dose of vaccine. This surge, if it occurs, could also coincide with a wave of the flu, which could result in stress on the healthcare system.

The Health District is demobilizing its vaccination and testing operations as the focus shifts to monitoring and education activities. It is also performing contingency planning as a safeguard in the event that the healthcare system capacity was exceeded.

The BA.2 variant is a subvariant of Omicron and while it constitutes an increasing proportion of cases is not anticipated to cause a major surge as it doesn't seem to be a more severe variant than Omicron.

The Healthy Youth Survey is a national written survey that students in grades 6, 8, 10, and 12 are given every two years, although it was skipped in 2020, due to COVID and was instead done in 2021. Key findings from that report are that drug and alcohol use and physical fighting among youth is down by about half. Mental health concerns, such as depression and anxiety have increased between 10-20% over the previous reporting levels. There is a general expression that most children are hopeful about the future and are engaged in school and report receiving good grades.

Executive Session

The Snohomish Health District Board of Health Administration Committee will recess and convene into Executive Session for the 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 Administration Committee will reconvene into regular session at 5:07 p.m. and is not expected to take action. The Administration Committee reconvened into regular session at 5:07 p.m. and did not take action.

Information Items

Next Board of Health meeting date: Tuesday, April 12, 3 p.m.

Next committee meeting date: Wednesday, April 27, 3:30 p.m.

Adjournment

The meeting was adjourned at 5:08 p.m.