

Board of Health
Public Health Program Policy Committee

Meeting Minutes
April 21, 2022
Regular Meeting

The meeting was held via Zoom conference call/video.

Committee members present via Zoom

Julieta Altamirano-Crosby
Heather Logan (Chair)
Ben Zarlingo

Committee members absent

Elisabeth Crawford (Vice Chair)
Jared Mead

Comings and goings

Ms. Julieta Altamirano-Crosby left the meeting at 3:55 p.m.

Staff present

Shawn Frederick, Carrie Parker, JR Myers, Katie Curtis, Nicole Thomsen, Pamela 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 3:33 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

With the departure of Ms. Altamirano-Crosby, action items g, h, and i were moved to briefings as no action could be taken without a quorum.

Approval of Minutes

It was moved by Mr. Ben Zarlingo and seconded by Ms. Altamirano-Crosby to approve the minutes of the regular meeting of February 17, 2022, and the minutes of the special meeting of March 15, 2022. The motion passed unanimously.

Action Items

Authorize the Administrative Officer to execute amendment #3 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent (SR 22-029; K. Curtis)

Ms. Katie Curtis reviewed the changes in this amendment to the consolidated contract.

It was moved by Mr. Zarlingo and seconded by Ms. Altamirano-Crosby to authorize the Administrative Officer to execute amendment #3 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to sign an amendment with Snohomish County extending the CLFR invoice period through December 31, 2022, and forward to the full Board on consent (SR 22-033: P. Aguilar)

Last year, the Board approved entering into an agreement with Snohomish County for premium pay for Health District staff that were required to work in the office and at an increased risk of contracting COVID. This amendment extends the end date of the agreement through December 2022. The Health District staff have already received the payment and this amendment would allow the Health District to seek reimbursement from the County.

It was moved by Mr. Zarlingo and seconded by Ms. Altamirano-Crosby to sign an amendment with Snohomish County extending the CLFR invoice period through December 31, 2022, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to add and hire two health educator positions within the Prevention Services division, and forward to the full Board on consent (SR 22-023; K. Curtis)

These two positions would be funded by Foundational Public Health funds and would provide educational services such as provider outreach to ensure appropriate testing and treatment for disease, general education, and working with the community on educational ideas. The approximate cost is between \$60,000 to \$82,000 with an additional 30% for benefits.

It was moved by Ms. Altamirano-Crosby and seconded by Mr. Zarlingo to authorize the Administrative Officer to add and hire two health educator positions within the Prevention Services division, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to add and hire an infection preventionist position for the Communicable Disease Surveillance and Response program, and forward to the full Board on consent (SR 22-022; K. Curtis)

About midway through the District's COVID response, the District was able to create and hire an infection preventionist under the Communicable Disease program. That position has proven to be invaluable in helping the long term care and adult family homes in disease prevention and there is great value in having someone with that skillset added to the Communicable Disease program. Staff would request this position be added as permanent position and the temporary staff member currently filling the position would transition into a fulltime employee. The cost for this position would be between \$69,000 and \$102,000 and this work would complement some of the work that the Washington State Department of Health is also currently performing around healthcare-acquired infections.

It was moved by Ms. Altamirano-Crosby and seconded by Mr. Zarlingo to authorize the Administrative Officer to add and hire an infection preventionist position for the Communicable Disease Surveillance and Response program, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to add and hire a disease intervention specialist position for the Prevention Services Division, and forward to the full Board on consent (SR 22-025; C. Parker)

This position would increase the District's capacity to respond to communicable disease (CD) investigations and outreach. While this is a core function of public health, the program is currently very thinly staffed with just two nurses working on CD investigations at this time. Further, these nursing positions are very difficult to recruit for and one of the nurse positions has been vacant to sometime. Having this position would provide much needed depth and support to the nursing positions, especially as the District continues to absorb COVID-response into normal CD work. This position would focus on

some of the more routine activities with investigations, such as foodborne-illness response and intake for outbreaks. The position would cost between \$63,000 and \$84,000 with an additional 30% for benefits. It would be supported by Foundation Public Health funds.

It was moved by Mr. Zarlingo and seconded by Ms. Altamirano-Crosby to authorize the Administrative Officer to add and hire a disease intervention specialist position for the Prevention Services Division, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to add and hire a program specialist II position for the Prevention Services Division, and forward to the full Board on consent (SR 22-024; C. Parker)

This position would support the District's STD and HIV team which is continuing to grow and resume fieldwork following a two-year interruption due to COVID. Staff identified a need for administrative support for tasks such as data entry, medical records entry and maintenance, scheduling of clients, and medication inventory. This position would be funded using Foundation Public Health funds and would cost between \$47,000 and \$63,000 per year plus an additional 30% for benefits.

It was moved by Mr. Zarlingo and seconded by Ms. Altamirano-Crosby to authorize the Administrative Officer to add and hire a program specialist II position for the Prevention Services Division, and forward to the full Board on consent. The motion passed unanimously.

Briefings

[Moved from an action item to a briefing due to loss of quorum]

Purchase naloxone for use in Snohomish County

The Health District currently partners with eight police departments to provide them with naloxone to use in the field. In the last year and especially the last three months there has been an increase in requests from community members as well as organizations that have higher risk clients for naloxone support. Currently, the Health District's capacity is not able to support this increase in requests. Staff are requesting to use Foundational Public Health funds to purchase naloxone in order to fulfill these requests.

There are three specific strategies staff are looking at through partnerships with area pharmacies. These partnerships include not only educating pharmacists on Good Samaritan laws and the standing order but also creating a plan so when requests come to the Health District, the pharmacies is able to dispense naloxone. The other part of this proposal is on performing community education and trainings. These trainings would be required in order for the District to dispense Narcan to an organization.

The proposal includes a budget of \$106,000 for the first year and the District is actively seeking grants that can cover this work as well.

[Moved from an action item to a briefing due to loss of quorum]

Agreement with Darrington School District to support HRSA-related work by funding a behavioral health specialist term-limited position (SR 22-032; P. Sampaga-Khim)

The Health District is the recipient of a rural communities opioid response program grant by Human Resources Services Administration (HRSA) since 2018. The District is part of a consortium currently serving the two HRSA-designated rural areas, which are the city of the Darrington and the Sky Valley region. One of the proposed activities was to increase and support the use of school and community based prevention programs that are evidence based. Darrington School District recognized there was a gap in mental health services for their middle and high schools so one of the proposals was to hire a mental health counselor using these grant funds. The total cost of \$120,000 would be completely covered under the grant.

[Moved from an action item to a briefing due to loss of quorum]

Staff recommendation to require permanent plumbing for all food establishments previously exempted upon change of ownership (SR 22-031; R. Gray)

All food establishments are required to have permanent plumbing which includes both water and wastewater. The reason for this is to discourage conserving of water and to encourage frequent washing of hands and sanitization standards. WAC 246215, which is the section in the food code, has a subsection 09180 which specifically stated that the regulatory authority may allow a person to operate a food establishment with a limited menu in a movable building without permanent plumbing under applicable provisions in subpart b. These types of mobile establishments include espresso stands and small concessions such as those at high school football stadiums. That section 09180 of the food code was recently amendment and as part of that amendment, the entire section that allowed limited menu food establishments to not have permanent plumbing was rescinded. Moving forward, all new food establishments with limited menus will need to have permanent plumbing. This leaves the question of what to do with limited-menu food establishments currently in existence that do not have permanent plumbing. Staff present the following three options:

1. Require all food establishments, both new and those currently in existence, to have permanent plumbing. Out of the three options, this would have the most significant economic hardship for those facilities and would also cause enforcement difficulties for District staff.
2. Set a date into the future for these establishments to be required to have permanent plumbing in place. This would allow the facilities some time to prepare for this change and save money to pay for the plumbing. Historically, when a similar option has been presented, staff have found that most businesses procrastinate and wait until the last minute to adhere to the new standards.
3. Allow current establishments to continue until that facility changes ownership and require permanent plumbing at that time. During the change of ownership, the establishment will already undergo a plan review and so adding this requirement would fit well within that scope of work. The downside of this option is that it could years to decades for these food establishments to convert to permanent plumbing. The upside is it allows those facilities some time to make that adjustment on making those decisions about how they're going to move forward and has less impact on District staff because there wouldn't be a large mass of facilities to enforce at the same time.

Regardless of the option selected, there are going to be facilities that are never going to be able to achieve compliance because of where they're located. Those facilities do have a couple different options, depending on how their espresso stand is built; if it has axles and wheels, they could potentially get permitted as a mobile facility instead, or, they could move to a new location.

This item has been discussed with the District's legal counsel, who gave direction that the decision doesn't need to be codified but direction should be received from the Board of Health on how to interpret and proceed.

Policy POL 100.001 concerning policies and procedures (SR 22-034; N. Thomsen)

This policy was adopted by the Board about two years ago and in the policy is a requirement that all policies be reviewed every two years. During the staff review process, two things were highlighted to bring back to the Board for consideration and possible revision. The first one is that it was noted that when the policy was created, there was no mechanism provided to repeal an outdated or unnecessary policy and so suggested language has been inserted into this draft revision to that point. The second option for consideration is the current requirement in the policy to have a policy coordinating committee to ensure key staff that span the Health District are aware of and engaged in the policy-making process. In the practical application, this committee has never convened and so staff are presenting the option to remove that section of the policy, or it can also be reevaluated and updated with key members now that we are moving past COVID.

Informational Items

Ms. Logan announced the upcoming meetings.

Adjournment

The meeting was adjourned at 4:27 p.m.

DRAFT