

Board of Health  
**Public Health Program Policy Committee**

**Meeting Minutes**  
**June 16, 2022**  
**Regular Meeting**

The meeting was held at Snohomish Health District, 3020 Rucker Ave., auditorium and via Zoom conference call/video.

**Committee members present**

Julieta Altamirano-Crosby (Virtual)  
Heather Logan (Chair) (Virtual)  
Ben Zarlingo (Virtual)

**Committee members absent**

Elisabeth Crawford (Vice Chair)  
Jared Mead

**Staff present**

Shawn Frederick, Chris Spitters, JR Myers, Tony Colinas, Katie Curtis, Pia Sampaga-Khim, Ragina Gray, Sara Centanni, Kari Bray, Jennifer Egger, Rhonda Smids-Osborne, Sarah de Jong

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**Call to Order**

The regular meeting of the Program Policy Committee was called to order by Ms. Heather Logan at 3:32 p.m. in the auditorium at the Snohomish Health District and via Zoom video conference.

**Roll Call**

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

**Approval of Agenda Contents and Order**

It was moved by Mr. Ben Zarlingo and seconded by Ms. Julieta Altamirano-Crosby to approve the agenda contents and order. The motion passed unanimously.

**Public Comment**

Ms. Logan noted that no public comment was received.

**Approval of Minutes**

It was moved by Mr. Zarlingo and seconded by Ms. Altamirano-Crosby to approve the minutes of the regular meeting of May 19, 2022. The motion passed unanimously.

**Action Items**

*Specialty pay for Environmental Health Safe Environments program (SR 22-048; J. Myers)*

Environmental Health currently operates a program providing services to K-12 schools that includes safety inspections, instructional plan reviews, and preoccupancy inspections. In preparing to receive and expend additional funds provided by foundational public health services, the District is requesting to offer specialty pay as a promotional opportunity to existing environmental health specialist staff. The staff receiving this pay would help develop a plan for additional projects and services that can be offered to Snohomish County schools and the pay would be set as EHS step three which reflects a minimum 5% increase. The pay would be effective from August 2022 through January 2023 and is estimated at approximately \$4,500.

It was moved by Mr. Zarlingo and seconded by Ms. Altamirano-Crosby to approve specialty pay for the Environmental Health Safe Environments program, and forward to the full Board on consent. The motion passed unanimously.

*Amendment #4 to the consolidated contract with the Washington State Department of Health (SR 22-047; K. Curtis)*

Ms. Katie Curtis reviewed the changes and added funds 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 sign amendment #4 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent. The motion passed unanimously.

*Amendment #4 with Health Care Authority for the ABCD program (SR 22-052; K. Curtis)*

The District has contracted with Health Care Authority since 2018 for work related to the ABCD program, which is a program that allows District staff to connect parents to dental providers in the community that accept Medicaid or Apple Health. The agreement also allows one of the district's maternal and child health staff members to work with dental providers to educate them on the ABCD program and try to get them to enroll and help connect with parents to local resources when needed.

It was moved by Ms. Altamirano-Crosby and seconded by Mr. Zarlingo to authorize the Administrative Officer to sign amendment #4 with Health Care Authority for the ABCD program, and forward to the full Board on consent. The motion passed unanimously.

*Policy POL 130.004 concerning contracts (SR 22-041; N. Thomsen)*

Mr. Shawn Frederick briefed the Committee on this policy and reviewed the most recent changes, such as the legal risk assessment and electronic signature language.

It was moved by Mr. Zarlingo and seconded by Ms. Altamirano-Crosby to approve policy POL 130.004 concerning contracts, and forward to the full Board on consent. The motion passed unanimously.

## **Briefings**

*Permanent plumbing for food establishments (SR 22-044; T. Colinas)*

Mr. Tony Colinas updated the Committee that the Department of Health (DOH) received a lot of feedback regarding the requirement that removed the exemption for permanent plumbing for certain food establishments. Earlier this week, DOH released a statement that clarified that their intent is not to remove these buildings from operation or to require major modifications. Health District staff emailed all operators in the county that would be potentially affected by this change to let them know that we are no longer discussing changes to this process and will continuing with our current practices. If there are any significant changes, staff will share them with the Board.

*Lead testing machine purchase (SR 22-054; K. Curtis)*

The Prevention Services division is the recipient of a grant from Centers for Disease Control (CDC) to address high childhood blood lead levels. Staff had previously been borrowing a machine from DOH that tests various objects, such as paint, makeup, and other household products, for their lead content. Due to licensing restrictions, the District is no longer able to borrow that machine. Staff are now researching how much it would cost to purchase a machine for this purpose and have reached out to the CDC to see if funds from the grant could be used to pay for this purchase. Staff have received two bids for this purchase and the cost is between \$30,000 – \$40,000, which could bump the total amount after taxes, fees, etc. against the administrative officer's signing authority, which is why this item is being presented as a briefing.

*Communications marketing plan (SR 22-051; N. Thomsen)*

Mr. Frederick briefed Committee members that the communications staff are working on a robust advertising campaign that raises awareness of public health issues. Many of the agreements are below the threshold for Board approval; however, the combined total is well over that threshold at around \$800,000. Contracts that require Board approval will be presented to the Board at meetings later in the year as they come to fruition.

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

Dr. Chris Spitters shared that there have been no new updates since the Board of Health meeting on Tuesday and thanked the Committee members for their support for the Health District.

**Informational Items**

Ms. Logan announced the upcoming meetings.

**Adjournment**

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