

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

**Meeting Minutes**  
**July 21, 2022**  
**Regular Meeting**

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

**Committee members present**

Elisabeth Crawford (Vice Chair) (Virtual)  
Heather Logan (Chair) (Virtual)  
Ben Zarlingo (Virtual)

**Committee members absent**

Jared Mead  
Megan Dunn

**Staff present**

Pamela Aguilar, JR Myers, Katie Curtis, Pia Sampaga-Khim, Ragina Gray, Nicole Thomsen, Tracey Kellogg, Sarah de Jong

---

**Call to Order**

The regular meeting of the Program Policy Committee was called to order by Ms. Heather Logan at 3:30 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. Elisabeth Crawford to approve the agenda contents and order. The motion passed unanimously.

**Approval of Minutes**

It was moved by Ms. Crawford and seconded by Mr. Zarlingo to approve the minutes of the regular meeting of June 16, 2022. The motion passed unanimously.

**Public Comment**

Ms. Logan noted that no public comment was received and no member of the public requested to speak.

**Special Business**

*Recover Warriors Presentation*

Mr. Shane Monta with Recovery Warriors presented on the nonprofit group Dual Diagnosis Anonymous, a peer group to support people diagnosed with both substance use disorders and mental health conditions.

**Action Items**

*Contract with Companion Data Services for digitization of Environmental Health records (SR 22-067; R. Gray)*

The Environmental Health division currently has over a million pieces of paper records that need to be digitized. After looking into several options, Staff have found that contracting with a company to perform this work is the most efficient use of time and resources.

It was moved by Ms. Crawford and seconded by Mr. Zarlingo to authorize the Administrative Officer to sign the contract with Companion Data Services for digitization of Environmental Health records, and forward to the Executive Committee for final action. The motion passed unanimously.

*Renew agreement with CentralSquare for hosting of ONESolution Financial System an additional year (SR 22-062; T. Kellogg)*

This item is a renewal of the District's financial accounting system. The District does not expect to renew the agreement next year because it will be moving to the County's financial system. However, in the interim, this system is needed to continue to do business.

It was moved by Mr. Zarlingo and seconded by Ms. Crawford to approve the CentralSquare contract renewal for one year, and forward to the Executive Committee for final action. The motion passed unanimously.

*PHAC appointments (SR 22-069; N. Thomsen)*

Public Health Advisory Council (PHAC) membership positions are on a staggered three-year term and there are currently six that were up for their renewal terms at the end of June. Three of those seats will remain unfilled. Two members have requested to be reappointed: Mr. Kurt Hilt, representing the social and economic employment sector, and Mr. Korey MacKenzie, representing community stakeholders. A new recommendation for PHAC membership, Ms. Huynh Chhor, who is a behavioral health specialist, would fill the behavioral health community sector position.

It was moved by Ms. Crawford and seconded by Mr. Zarlingo to approve the re-appointment of two previously appointed Public Health Advisory Council members and the appointment of Huynh Chhor to the Public Health Advisory Council through June 2025, and forward to the Executive Committee for final action. The motion passed unanimously.

*Extend contracts with Snohomish County hospitals for opioid-surveillance activities (SR 22-065; P. Sampaga-Khim)*

The District has contracted with Swedish and Providence since 2018 for this work. These amendments would allow this work to continue an additional year.

It was moved by Mr. Zarlingo and seconded by Ms. Crawford to authorize the Administrative Officer to sign amendments with Providence Health and Swedish Medical Center to continue to provide surveillance activities for non-fatal overdose emergency room visits, and forward to the Executive Committee for final action. The motion passed unanimously.

*Whatcom County Youth Cannabis & Commercial Tobacco Prevention Program interlocal agreement amendment #1 (SR 22-068; P. Sampaga-Khim)*

This amendment allows the District to continue the work currently being performed around youth cannabis and tobacco prevention.

It was moved by Ms. Crawford and seconded by Mr. Zarlingo to authorize the Administrative Officer to execute amendment #1 of the youth cannabis & commercial tobacco prevention program contract with Whatcom County Health Department, and forward to the Executive Committee for final action. The motion passed unanimously.

*Addition of a Healthy Communities Specialist for the Prevention Services Division (SR 22-060; P. Sampaga-Khim)*

The District has been utilizing a Vista AmeriCorps Opioid Coordinator for the past three years. However, the Vista program will be ending at the end of August. The work supported by this position includes creating and maintaining relationships with law enforcement and first responders, and also spearheading naloxone distribution amount law enforcement as well as maintaining the opioid overdose prevention website. The District would like to continue with this work and so Staff are requesting to add a Healthy Communities Specialist position to that effect. The person currently performing the work under Vista is very interested in applying for this position.

It was moved by Mr. Zarlingo and seconded by Ms. Crawford to authorize the Administrative Officer to hire a Healthy Communities Specialist for the Prevention Services Division, and forward to the Executive Committee for final action. The motion passed unanimously.

*Non-healthcare (NH) strike team funding opportunity for skilled and non-skilled nursing facilities (SR 22-071; C. Parker)*

The Washington State Department of Health has an application for local health jurisdictions to apply for that would provide funds to better support the skilled nursing facilities and adult family homes as they continue to be impacted by the burden of disease for COVID in their facilities. These funds would be used to translate materials into target languages and would help the District perform more infection control assessment and referrals.

It was moved by Mr. Zarlingo and seconded by Ms. Crawford to authorize the Administrative Officer to apply for the non-healthcare strike team grant from the Washington State Department of Health, and forward to the Executive Committee for final action. The motion passed unanimously.

## **Briefings**

*Contract with Ideal Option for the MAT Expansion Project for Rural Snohomish County under the HRSA grant (SR 22-061; P. Sampaga-Khim)*

Ms. Pia Sampaga-Khim shared that the District is currently the recipient of a grant through HRSA to provide services within the Sky Valley/Darrington census tract and there is a barrier to access for treatment in that area. To help remedy that, Staff are looking into a pilot program, partnering with Ideal Option to provide transportation to bring clients to Monroe to receive health care services. Two possible ways to do this are to either rent a vehicle and pay Ideal Option for a staff member to drive these clients, or to provide vouchers for a transportation company, such as Uber or Lyft, to Ideal Option to give to clients so they can schedule rides for services. Staff requested feedback from Committee members present on which option Committee members thought was best. Committee members were in favor of supporting Ideal Option in renting a vehicle and staff member to provide the transportation services.

*Administrative Officer's Report (no staff report; S. Frederick)*

Ms. Pamela Aguilar shared that the Health District has purchased five of the ten vehicles. Ms. Aguilar also shared that there is a sinkhole in the back parking lot of the Rucker Building and Staff are currently collecting quotes. This work would be considered an emergency repair. The new health officer will also be starting at the beginning of next month, with some crossover training from Dr. Spitters.

## **Informational Items**

Ms. Logan announced the upcoming meetings, including the retreat on August 25-26. Ms. Crawford shared that the meeting is not very inclusive for those that are unable to take time off from their work and suggested that be taken into account when scheduling these meetings in the future.

## **Adjournment**

The meeting was adjourned at 4:35 p.m.