

**Meeting Minutes
September 29, 2022**

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

Committee members present

Julieta Altamirano-Crosby (Chair)
Kyoko Matsumoto Wright
Stephanie Vignal

Committee members absent

Anji Jorstad (Vice Chair)

Staff present

James Lewis, Pamela Aguilar, Katie Curtis, Ragina Gray, JR Myers, Pia Sampaga-Khim, Tracey Kellogg, Nicole Thomsen, Thom Graafstra (Legal Counsel), Sarah de Jong

Call to Order

The meeting of the Executive Committee was called to order by Chair Julieta Altamirano-Crosby at 12:00 p.m. via Zoom video conference and in the auditorium of the Rucker Building.

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 Ms. Stephanie Vignal and seconded by Ms. Kyoko Matsumoto Wright to approve the agenda contents and order. The motion passed unanimously.

Public Comment

No public comment was received and no member of the public was in attendance to speak. The public comment portion of the meeting was closed.

Action

Adopt Res. 22-24 rescinding Res. 20-25 and authorizing Mr. Shawn Frederick, Ms. Ragina Gray, Ms. Katie Curtis, and Ms. Pamela Aguilar as authorized signers on bank and investment accounts (SR 22-079; T. Kellogg)

Ms. Tracey Kellogg introduced Ms. Theresa Bengtson, who is the Health District's new Finance Manager. Ms. Kellogg also shared that this resolution adds Pam Aguilar as an authorized signer on the bank accounts and is needed for the District's bank to update the signature cards.

It was moved by Ms. Vignal and seconded by Ms. Matsumoto Wright to adopt Res. 22-24 rescinding Res. 20-25 and authorizing Mr. Shawn Frederick, Ms. Ragina Gray, Ms. Katie Curtis, and Ms. Pamela Aguilar as authorized signers on bank and investment accounts, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to sign amendment #7 to the consolidated contract with the Washington State Department of Health (SR 22-077; K. Curtis)

Ms. Katie Curtis briefed Committee members on the updates included in this amendment, which can also be found in the packet.

It was moved by Ms. Ms. Matsumoto Wright and seconded by Ms. Vignal to authorize the Administrative Officer to sign amendment #7 to the consolidated contract with the Washington State Department of Health, and forward to the full Board on consent. The motion passed unanimously.

Position reclassification for Healthy Community Educator to Healthy Community Specialist (SR 22-075; K. Curtis)

Ms. Curtis shared that this reclassification would cost about three thousand dollars for a full year and is completely covered by the current grant funding. This reclassification allows for a higher level of work than the health educator position.

It was moved by Ms. Vignal and seconded by Ms. Matsumoto Wright to authorize the Administrative Officer to reclassify health educator position to a healthy community specialist, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to sign the revised agreement with Swedish Medical Center to provide surveillance activities for non-fatal overdose emergency room visits (SR 22-081; P. Sampaga-Khim)

This agreement was previously approved by the Board in July. However, the county has seen a significant increase in overdoses which has resulted in an increase in emergency room visits. Staff are requesting the Board approve an increase of \$5,000 over the originally approved contract amount to cover the rise in emergency room overdose visits.

It was moved by Ms. Matsumoto Wright and seconded by Ms. Vignal to authorize the Administrative Officer to sign the revised agreement with Swedish Medical Center to provide surveillance activities for non-fatal overdose emergency room visits, and forward to the full Board on consent. The motion passed unanimously.

Authorize the Administrative Officer to utilize \$1,500,000 of the unreserved fund balance for the replacement of vehicles for the Health District's fleet (SR 22-091; P. Aguilar)

Ms. Pam Aguilar shared that this item was discussed at the Board of Health retreat in August and again at the budget ad hoc committee meeting. The budget ad hoc committee recommended this be brought to the full Board for consideration. The Health District has forty six cars that are fully depreciated and staff recently learned, as part of the ongoing conversations regarding integration into Snohomish County government, that the County would not take these older cars into their systems. Staff are requesting to utilize \$1.5 million of the unreserved fund balance to purchase an estimated 37 cars to replace the fleet.

It was moved by Ms. Vignal and seconded by Ms. Matsumoto Wright to authorize the Administrative Officer to utilize \$1,500,000 of the unreserved fund balance for the replacement of vehicles for the Health District's fleet, and forward to the full Board for action. The motion passed unanimously.

Briefings

Carpet replacement (SR 22-092; P. Aguilar)

Ms. Aguilar shared that the District has already budgeted \$56,100 to replace the carpet this year. As its already September, staff are reaching out to possible companies to perform this work.

Contract with Ideal Option for the MAT Expansion Project for Rural Snohomish County under the HRSA grant (SR 22-084; P. Sampaga-Khim)

This item was brought through all Committees in July. Ms. Pia Sampaga-Khim reviewed and answered questions from the July Committee meetings, shared comments from the Program Policy and Administration Committees' September meetings, and presented the two most viable options for

moving forward – leasing a vehicle or a car-sharing service voucher program. Committee members and staff discussed the following:

- What number of clients that would be served with this program
- Whether the driver would be bilingual
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2023 Legislative Priorities (SR 22-082; N. Thomsen)

Ms. Nicole Thomsen reviewed a draft of the proposed 2023 legislative priorities. The draft is largely based off last year's approved legislative agenda. Ms. Thomsen also shared the priorities discussed at the September meetings of the Public Health Advisory Council, Program Policy Committee, and Administration Committee. Executive Committee members discussed focusing on the following priorities:

- Mobile clinics
- Maternal health
- Educating women on mammogram testing

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

As Administrative Officer Shawn Frederick is currently out of the office, Ms. Aguilar shared the following updates:

- The Executive Committee is meeting weekly due to the integration process. The Executive Committee approved the following items at its September meetings:
 - Reclassification of a payroll analyst position to a program specialist.
 - Payment of the Enduris invoice extending insurance through August 31, 2022.
 - The sinkhole in the back parking lot is being fixed today and tomorrow. As part of this work, the lot will also be repaved.
 - The County has opened recruitment for the new Health Department Director. They would like a Board of Health member as part of the interview panel.

Health Officer's Report (no staff report; J. Lewis)

Dr. James Lewis gave an update on the COVID levels in the community and monkeypox.

Upcoming Meetings

Ms. Sarah de Jong announced the upcoming meetings.

Adjournment

The meeting was adjourned at 1:34 p.m.