

REPORT FOR THE BOARD OF HEALTH

Administration Committee Meeting

Regular meeting of February 27, 2019

Committee members present: Scott Bader, Sam Low, Kyoko Matsumoto Wright, Liam Olsen

Committee members absent: Nate Nehring

Staff present: Jeff Ketchel, Mark Beatty, Shawn Frederick, Heather Thomas, Pam Aguilar, Linda Carl

The meeting was called to order at 3:33 p.m.

Motions passed at this meeting:

- Approved minutes of the regular meeting of November 28, 2018.
- Approve vouchers and Res. 19-06 authorizing February 2018 expenditures for Health District and PHEPR fund, and forwarded to the full Board for action.
- Approved the Finance Manager's report, and forwarded to the full Board as a briefing.
- Authorized the Administrator to sign Compass Health PSA for opioid surge grant pilot project, and forwarded to the full Board for action.

Special Business

The committee voted unanimously to elect Mr. Liam Olsen as chair and Mr. Scott Bader as vice chair of the committee for 2019.

Action

Two items of note:

- With the rollout of the new financial system, the voucher report wasn't ready for the meeting. The committee recommended this item go to the Board for action instead of on consent.
- Staff is working on the opioid surge grant agreement with Compass Health but are awaiting final numbers from Compass. Because the agreement wasn't ready for review, the committee recommended it go to the Board for action instead of on consent.

Briefings

Fleet management update (no staff report)

Mr. Frederick gave an update on the current fleet situation and challenges. At this time, vehicles are in the garage an average of 60% of the time; we'd like to be at 80% fleet utilization. A vehicle database was developed to maximize usage of vehicles and to streamline the process for staff to check out vehicles. In the future, some staff may relocate to Lynnwood, or we may consider mobile offices. Next steps: collect accurate vehicle data usage, complete a needs assessment, conduct cost-benefit analysis of available fleet options, and report these findings to the Board.

Adopt Res. 19-07 requesting the Washington State Legislature to reduce the number of vaccine preventable disease exemptions, and forward to the full Board for action (no staff report) [item added at the beginning of the meeting]

At the last Board meeting, Mr. Kurt Hilt suggested the Board consider a resolution similar to the State Board of Health resolution encouraging fewer vaccine exemptions for personal reasons. The draft

resolution was provided to the Executive Committee today, and Mr. Hilt asked all committees to review it before the next Board meeting. Dr. Beatty noted that outbreaks are occurring with those not vaccinated or under vaccinated (having only one dose). The committee expressed support of the resolution going to the full Board.

Information Items

The committee agreed to meet on the fourth Wednesday of every month.

Next meeting date: Wednesday, March 27, at 3:30 p.m.

The meeting adjourned at 4:15 p.m.