

REPORT FOR THE BOARD OF HEALTH

Administration Committee Meeting

Regular meeting of May 22, 2019

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

Committee members absent: None

Staff present: Jeff Ketchel, Shawn Frederick, Heather Thomas, Tracey Kellogg, Rich Son, Pam Aguilar, Linda Carl

The meeting was called to order at 3:36 p.m.

Motions passed at this meeting:

- Approved minutes of the regular meeting of April 24, 2019
- Approved vouchers and Res. 19-13 authorizing May 2019 expenditures for Health District and PHEPR fund, and forwarded to the full Board for action
- Approved the Finance Manager's report for March 2019, and forwarded to the full Board as a briefing
- Adopted Res. 19-14 approving the calendar for the 2020 budget, and forwarded to the full Board for action
- Directed the Administrator to work with Health District legal counsel and Moss Adams LLP to draft a contract to conduct an assessment of the performance audit areas as designated by the Executive, and forwarded to the full Board for action

Briefings

HVAC project update (no staff report)

Evergreen has had two site visits and expressed concern regarding loads; they'll consult with an engineer. Rebate paperwork has been signed with SnoPUD; they'll also replace all thermostats in the building at no charge.

IT update (no staff report)

Several urgent issues need to be addressed, the server switches being the most critical. Staff will work on a comprehensive proposal to bring back to the committee and to the Board.

Discussion regarding Board member payment for meeting attendance (SR 19-052)

Staff asked legal counsel to help clarify the proper procedure for paying Board members for meeting attendance. Since the last time this issue was addressed was 18 years ago, Mr. Weed suggested reviewing the procedure, including payment for telephonic attendance and the current amount paid (\$55 per meeting). The Executive Committee directed staff to research what other boards do and bring the topic back to their next meeting.

Next meeting date: Wednesday, June 26, at 3:30 p.m.

The meeting adjourned at 4:05 p.m.