



**Snohomish Health District
Board of Health Minutes
February 12, 2019**

The meeting was held at Snohomish Health District, 3020 Rucker Ave., first floor Auditorium.

Members Present

Scott Bader, Councilmember, Everett
Adrienne Fraley-Monillas, Councilmember, Edmonds – BOH Chair (via phone)
Kurt Hilt, Councilmember, Lake Stevens
Sam Low, County Councilmember (via phone)
Kyoko Matsumoto Wright, Councilmember, Mountlake Terrace (via phone)
Nate Nehring, County Councilmember (via phone)
Liam Olsen, Councilmember, Bothell
Dan Rankin, Mayor, Darrington (via phone)
Linda Redmon, Councilmember, Snohomish (via phone)
Terry Ryan, County Councilmember (via phone)
Brian Sullivan, County Councilmember
Shirley Sutton, Councilmember, Lynnwood
Jeff Vaughan, Councilmember, Marysville (via phone)
Stephanie Wright, County Councilmember – BOH Vice Chair (via phone)

Members Absent

Christine Cook, Councilmember, Mukilteo

Call to Order

The regular meeting of the Board of Health was called to order at 3:02 p.m. by Board Vice Chair Kurt Hilt in the auditorium of the Snohomish Health District Rucker Building.

Roll Call

Roll call was taken by Vice Chair Kurt Hilt who reported there was a quorum present. Due to snow, nine Board members participated over the phone (five were present in the room).

Approval of Agenda Contents and Order

Items 5a, 7a, 9c, and 10d were removed from the agenda. Action item 9g was added: Res. 19-06 regarding Washington State legislature request for capital appropriations to address the Everett Smelter cleanup. Also added was an executive session related to pending litigation.

Mr. Grant Weed noted for the record that today is an unusual situation with only five Board members in person and nine participating via phone. Board rules allow for telephonic participation with no limits to the number of those participating over the phone. However, the person chairing the meeting must be present in the room. Because Chair Stephanie Wright participated via phone, she acknowledged that she gave the duty of chairing the meeting to Vice Chair Hilt. Mr. Weed suggested that those on the phone identify themselves when speaking, and for items requiring a vote, a roll call vote will be taken.

It was moved by Mr. Scott Bader and seconded by Mr. Brian Sullivan to approve the agenda contents and order with items 5a, 7a, 9c, and 10d deleted and item 9g and an executive session regarding pending litigation added. A roll call vote was taken by Vice Chair Hilt; the motion passed unanimously.



Approval of Minutes

It was moved by Mr. Scott Bader and seconded by Mr. Brian Sullivan to approve the minutes of the regular meeting of Dec. 11, 2018. A roll call vote was taken by Vice Chair Hilt; the motion passed unanimously.

It was moved by Mr. Scott Bader and seconded by Mr. Brian Sullivan to approve the minutes of the regular meeting of Jan. 8, 2019. A roll call vote was taken by Vice Chair Hilt; the motion passed unanimously.

Public Comment

There were no volunteers to speak during public comment. Public comment was closed.

Written Reports

Reports are provided in the Board packet.

Action Items

Approve vouchers and Res. 19-03 authorizing Jan. 2019 expenditures for Health District and PHEPR fund (no staff report)

It was moved by Ms. Adrienne Fraley-Monillas and seconded by Mr. Bader to approve vouchers and Res. 19-03 authorizing Jan. 2019 expenditures for Health District and PHEPR fund. A roll call vote was taken by Vice Chair Hilt; the motion passed unanimously.

Authorize the Administrator to approve recruitment of an Epidemiologist II to fill a budgeted yet vacant position (SR 19-007)

It was moved by Mr. Bader and seconded by Ms. Fraley-Monillas to authorize the Administrator to approve recruitment of an Epidemiologist II to fill a budgeted yet vacant position. A roll call vote was taken by Vice Chair Hilt; the motion passed unanimously.

Adopt Res. 19-05 affirming support of the Snohomish County Health Leadership Coalition (SR 19-015)

It was moved by Mr. Bader and seconded by Mr. Sullivan to adopt Res. 19-05 affirming support of the Snohomish County Health Leadership Coalition. A roll call vote was taken by Vice Chair Hilt; the motion passed unanimously.

Authorize the Administrator to submit 2019 Capital Appropriation Request Form in the amount of \$3.3M to be used for land or property acquisition needed for a community campus in the SE Everett/Mariner area (SR 19-016)

It was moved by Mr. Bader and seconded by Ms. Shirley Sutton to authorize the Administrator to submit 2019 Capital Appropriation Request Form in the amount of \$3.3M to be used for land or property acquisition needed for a community campus in the SE Everett/Mariner area. A roll call vote was taken by Vice Chair Hilt; the motion passed unanimously.

Authorize the Administrator to sign the janitorial services agreement with Northwest Center (SR 19-017)

It was moved by Mr. Bader and seconded by Mr. Sullivan to authorize the Administrator to sign the janitorial services agreement with Northwest Center. A roll call vote was taken by Vice Chair Hilt; the motion passed unanimously.



Adopt Res. 19-06 regarding Washington State legislature request for capital appropriations to address the Everett Smelter cleanup [This item was added at the beginning of the meeting.]

Mr. Sullivan noted that this is a walk-on item. He stated that allocated dollars for the Everett Smelter cleanup fell short; now the Delta and Northwest neighborhoods in north Everett are asking the legislature to finish the commitment that the Department of Ecology made 15 years ago. This resolution is meant to support a public health issue in these neighborhoods related to arsenic poisoning in the ground, which is negatively affecting vegetables/flowers grown in their yards. Mr. Sullivan requested the Board to recognize this issue and endorse funding.

It was moved by Mr. Bader and seconded by Mr. Sullivan to adopt Res. 19-06 regarding Washington State legislature request for capital appropriations to address the Everett Smelter cleanup.

Mr. Jeff Ketchel added that this is an important public health issue. He thanked Mr. Sullivan for bringing this forward and the Board for considering it today. Mr. Weed suggested reading the resolution aloud in order to ensure all Board members on the phone are aware of the wording prior to voting. Mr. Sullivan read the resolution into the record. Mr. Rankin asked if there is a price tag; Mr. Ketchel replied that the request to the legislature is \$6M. Mr. Terry Ryan asked for clarification that this resolution is in support of the City of Everett's request to the legislature for funding; Vice Chair Hilt confirmed that this is in support of the City of Everett's capital budget request. Mr. Sullivan added that this is a major cleanup issue related to lead and arsenic, and as a Board of Health, we have a duty to point out to the legislature that this must be dealt.

A roll call vote was taken by Vice Chair Hilt; the motion passed unanimously.

Briefings

Update on Board members' certification letters (no staff report)

Mr. Ketchel reported that all Board members are confirmed. We haven't received letters from Monroe and Index in District 5, but three of the cities in that district provided letters, which is all that's needed per the amended bylaws.

Finance Manager's report (SR 19-012)

Ms. Tracey Kellogg reported that the finance system upgrade was completed on Jan. 28. The old version 7.7 was from 1996 and had never been upgraded to a newer version. The new version 16.2 is cloud-based and allows for remote access as well as provides electronic timecards with self-serve HR, W2, and other options for staff. Board members will be able to log onto the system to see financial report information.

Ms. Kellogg reported that cash and investments are still strong through Nov. 30, 2018. Revenues are on track and expenditures remain below projections. Fund balance is strong; she projects a surplus at year-end.

2020 Budget Procedure Ad Hoc Committee formation (no staff report)

Mr. Ketchel requests three Board members volunteer to form an ad hoc committee to create a budget calendar and budget process that will include how the Board is engaged in developing the 2020 and future budgets. The committee will start convening in March. Chair Wright asked that interested Board members email Ms. Carl.

Executive Session [This item was added at the beginning of the meeting.]

Vice Chair Hilt announced that the Board will convene into executive session for the purpose of pending litigation (RCW 42.30.110(1)(i)). He stated that executive session is expected to last five minutes and will reconvene at 3:31 p.m. The Board extended five minutes. The Board reconvened at 3:36 p.m.



Administrator's Report

Mr. Ketchel testified last week at the legislature on two bills. HB 1497 supports FPHS funding and how funding would be allocated. There are additional bills that include a tax on vaping products that would benefit FPHS funding. HB 1638 strengthens MMR vaccination exemption requirements. Vice Chair Hilt suggested that Board members view the video of Mr. Ketchel's testimony.

Health Officer's Report

Dr. Mark Beatty stated that there continues to be a public health emergency due to the measles outbreak; it remains limited to King and Clark Counties. Several states have sent support and personnel to Clark County; the Health District has also sent several medical reserve staff. Those who are infected are primarily unvaccinated.

Mr. Sullivan asked if the State Department of Health would support a bill that would require vaccinations. Mr. Ketchel stated that Secretary of Health Weisman testified in support of HB 1638, and Vice Chair Hilt added that the state Board of Health passed a resolution in support of this bill. Vice Chair Hilt suggested a similar resolution be discussed at the next Executive Committee meeting.

Information Items

Vice Chair Hilt reviewed the list of upcoming meetings.

Adjournment

The meeting was adjourned at 3:43 p.m.

Stephanie Wright, Chair

Shawn Frederick, Interim Administrator / Secretary

**Board minutes updated to reflect stated end time of executive session, per Board approval, 9/10/19.*