

REPORT FOR THE BOARD OF HEALTH

Administration Committee Meeting

Regular meeting of September 25, 2019

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

Committee members absent: None

Staff present: Bruce Straughn, Heather Thomas, Tracey Kellogg, Pam Aguilar, Linda Carl

The meeting was called to order at 3:30 p.m.

Motions passed at this meeting:

- Approved minutes of the regular meeting of August 28, 2019
- Approved vouchers and Res. 19-22 authorizing September 2019 expenditures for Health District and PHEPR fund, and forwarded to the full Board on consent
- Authorized the Interim Administrator to sign the refugee health screening services contract amendment with DSHS for the period of October 1, 2019, through September 30, 2019, and forwarded to the Board on consent
- Approved the Finance Manager's report for July 2019, and forwarded to the full Board as a written report
- Approved Res. 19-21 with Exhibit 1 regarding the Environmental Health fee schedule, effective November 1, 2019, as well as to present an alternate fee schedule with expedited review fees as Exhibit 1, and forwarded to the full Board for a public hearing and action
- Forwarded Res. 19-20 regarding the Division of Responsibilities to the full Board for consideration and possible adoption

Briefings

Budget briefing (no staff report)

Ms. Kellogg reported that the budget ad hoc committee has proposed ways to close the \$1.6M deficit in the 2020 budget. Ms. Heather Thomas also reported that a letter regarding the per capita request will be sent to the cities this week. Arlington, Bothell, Lynnwood, and Mountlake Terrace each budget biennially and it appears their per capita contributions are already included for 2020. Mr. Bader suggested that the per capita requests are made earlier in the year, like in July when a request is made to the County.

Update on Narcan funding in the County (no staff report)

At the last Board meeting, the Board asked staff to research how cities and police departments will handle this moving forward when the funding runs out at the end of the year. Ms. Thomas shared information gathered from police and fire departments. The Sheriff's Office contracts with four cities, but she hasn't heard yet if Narcan funding is in his budget. Some fire departments have grant money available; in the last year, those that responded said they used 626 doses. Some cities expressed interest in a leave-behind program. Our AmeriCorps VISTA member could be utilized for coordination, inventory, and tracking. The cost is approximately \$45-50K/year for the county for Narcan, although we'd need to

research expiration dates. The County Executive's budget includes \$250K for the MAC group; it's possible we might be able to apply for those dollars but that's not a guaranteed funding option. Similarly, staff could look into other grant opportunities, but that would take time with unclear outcomes. At this morning's meeting, the executive committee forwarded this item to the Board for discussion and potential action regarding possibly tying this funding to per capita dollars from the cities. For those cities that don't contribute but still want the Health District to coordinate, they could be billed for expenses plus an admin/overhead fee.

Draft Res. 19-17 regarding expense reimbursement to Board members for meeting attendance (SR 19-078)

Staff requested direction on payment to the Board members for attending meetings. The committee discussed several issues, including if County Councilmembers fall under the definition of "full-time salaried" and if that needs clarification, if signed vouchers are needed for auditing purposes, if a stipend helps us to reach a quorum, and if the amount should be the same for those who attend over the phone. The committee will discuss this further at their next meeting.

Next meeting date: Wednesday, Oct. 23, at 3:30 p.m.

The meeting adjourned at 4:40 p.m.