

A special meeting of the Spokane Regional Health District Board of Health held on Wednesday, May 9, 2007 was called to order by Councilmember Mary Verner, Chair, at 9:15 a.m. in rooms 320/321 of the Public Health Center, 1101 West College Avenue, Spokane, Washington.

## **PRESENT**

Councilmember Rob Crow  
Councilmember Dick Denenny  
Councilmember Bill Gothmann  
Councilmember Brad Stark  
Councilmember Mary Verner, Chair  
Commissioner Bonnie Mager  
Commissioner Todd Mielke  
Commissioner Mark Richard  
Board Member Margaret Jones  
Board Member Charles Wolfe, MD  
Councilmember David Crump, Vice Chair (by phone)

## **EXCUSED**

Board Member Michael Fisk, DC

Chair Verner announced that Councilmember Crump had a previous commitment to attend the state Board of Health meeting in Winthrop, Washington, but would participate in this meeting as available by phone.

This special meeting was scheduled to determine agency structure, appoint a search committee and discuss a job description.

## **Ad Hoc Committee Report On Agency Structure – Councilmember Stark**

Councilmember Stark, who led the Ad Hoc Committee on Agency Structure, gave a brief overview of the committee membership, process, and outcome. Board members who served on the committee with Councilmember Stark included Commissioner Mielke, Board Member Jones, Councilmember Denenny, and Councilmember Crump. The committee also included representation from the Health District's management team and bargaining units and several community partner agencies. The state Department of Health presented information on local health jurisdiction structures, and legal counsel reviewed and commented on the statutes regarding structure. Three structures were identified: 1) administrator reports to the board and the health officer reports to the administrator; 2) health officer reports to the board and administrator reports to the health officer; 3) both health officer and administrator report to the board.

At the last committee meeting, structure option one was removed from the table for consideration. The committee members present voted on structure options 2 and 3 resulting in an even split with Councilmember Stark abstaining. Councilmember Stark requested Barry Hilt, who served on the committee representing the Health District's executive management team, to prepare and present a statement to the board supporting structure option 2 and he requested Commissioner Mielke to prepare and present a statement supporting structure option 3.

Following both presentations, board members engaged in a lengthy discussion presenting their views on the structures. Chair Verner stated that there are two structures the board is contemplating, whether a single person would be reporting to the board or if two people would report to the board. She did not hear a clear recommendation from the Ad Hoc Committee on which structure they believe is most advantageous to public health and the role of the board with regard to public health.

Councilmember Stark responded to Chair Verner's statement regarding a direction from the committee. Before he responded, he made a motion that the board adopt structure option three with dual reporting; motion seconded by Councilmember Denenny.

Following the motion, the board engaged in additional discussion indicating their support for or against the motion. Following discussion, the chair called for a roll call vote on the motion which failed with six voting nay and five voting aye.

***Motion: To adopt structure option three with dual reporting.***  
***Motion/Second: Stark/Denenny***  
***Voting nay: Richard, Verner, Wolfe, Mager, Jones, and Crow.***  
***Voting aye: Gothmann, Mielke, Stark, Denenny, and Crump.***  
***Motion failed with six voting nay and five voting aye and one absent.***

Following the failure of the previous motion, legal counsel recommended the chair entertain a second motion. Councilmember Crow moved to approve structure option two, which is currently in place, with the health officer reporting to the board; motion seconded by Wolfe. The chair again called for a roll call vote which was unanimous to approve the motion.

***Motion: To adopt structure option two with the health officer reporting to the board.***  
***Motion/Second: Crow/Wolfe?***  
***Approved: Unanimously***

### **Appointing a Search Committee**

Board members who volunteered to serve on a Health Officer Search Committee were Councilmember Crow, Board Member Jones, Board Member Wolfe, and Commissioner Richard. A suggestion was made that Health District staff including the administrator and human resources manager participate on and facilitate the committee as non-voting members and that the Search Committee identify other representation on the committee. Following discussion, Councilmember Gothmann moved that the board accept those members who volunteered to serve on the Ad Hoc Search Committee (Crow, Jones, Wolfe, and Richard) and that the committee determine its membership; motion seconded by Commissioner Richard

***Motion: The board accept those members who volunteered to serve on the Ad Hoc Search Committee (Crow, Jones, Wolfe, and Richard) and that the committee determine additional members.***  
***Motion/Second: Gothmann/Richard***  
***Approved: Unanimously***

### **Health Officer Job Description**

Chair Verner recommended that board members review the current health officer job description and submit suggested edits to the Search Committee.

Commissioner Mielke suggested that current job descriptions from other local health jurisdictions around the state be collected for review and that the board consider parameters that were outlined by the Structure Committee that may be incorporated in a job description.

Commissioner Richard requested that legal counsel, Michelle Wolkey, begin to review the health officer employment contract.

Torney Smith will send health officer job descriptions to board members with a request to submit comments to him by the end of the day on Wednesday, May 16. The comments will be compiled and incorporated to present to the Executive Committee of the Board at their meeting on Thursday, May 17. A job description, advertising budget, and salary range will be presented to the board for approval at the next regular meeting on Thursday, May 24.

### **NEXT BOARD OF HEALTH MEETING**

The next regular Board of Health meeting is scheduled at 12:30 p.m. on May .

### **ADJOURNMENT**

There being no further business before the Board the meeting was adjourned at 12:05 p.m.

APPROVED:           Mary Verner            
Board of Health Chair

Date:           5/24/07          

          Marcia R. Olson            
Recording Secretary