



Health Department Integration Update

August 8, 2023



Dissolution of the District

August

- 8/4 Process year end accounting entries and prepare final report
- 8/4 File completed annual report to SAO prior to audit
- 8/8 County BOH holds first public hearing on EH fee schedule
- 8/11 Onsite initial SAO audit visit
- By 8/30 Del Bene/HHS grant transferred to County
- By 8/30 HRSA RCORP grant transferred to County

September

- 9/12 County BOH holds second hearing and adopts EH fee schedule, effective 11/1/23
- By 9/30 Audit exit conference for District Board
- By 9/30 File audited 2022 report to Federal Audit Clearinghouse

October

- ~10/15 District Board performs the following actions:
 - Repeal District public health code and fee schedules, effective 11/1/23
 - Authorize quit claim deed for parking lot
 - Authorize the dissolution of the Health District, effective ~11/15/23
- County Board of Health adopts County Sanitary Code effective 11/1/23

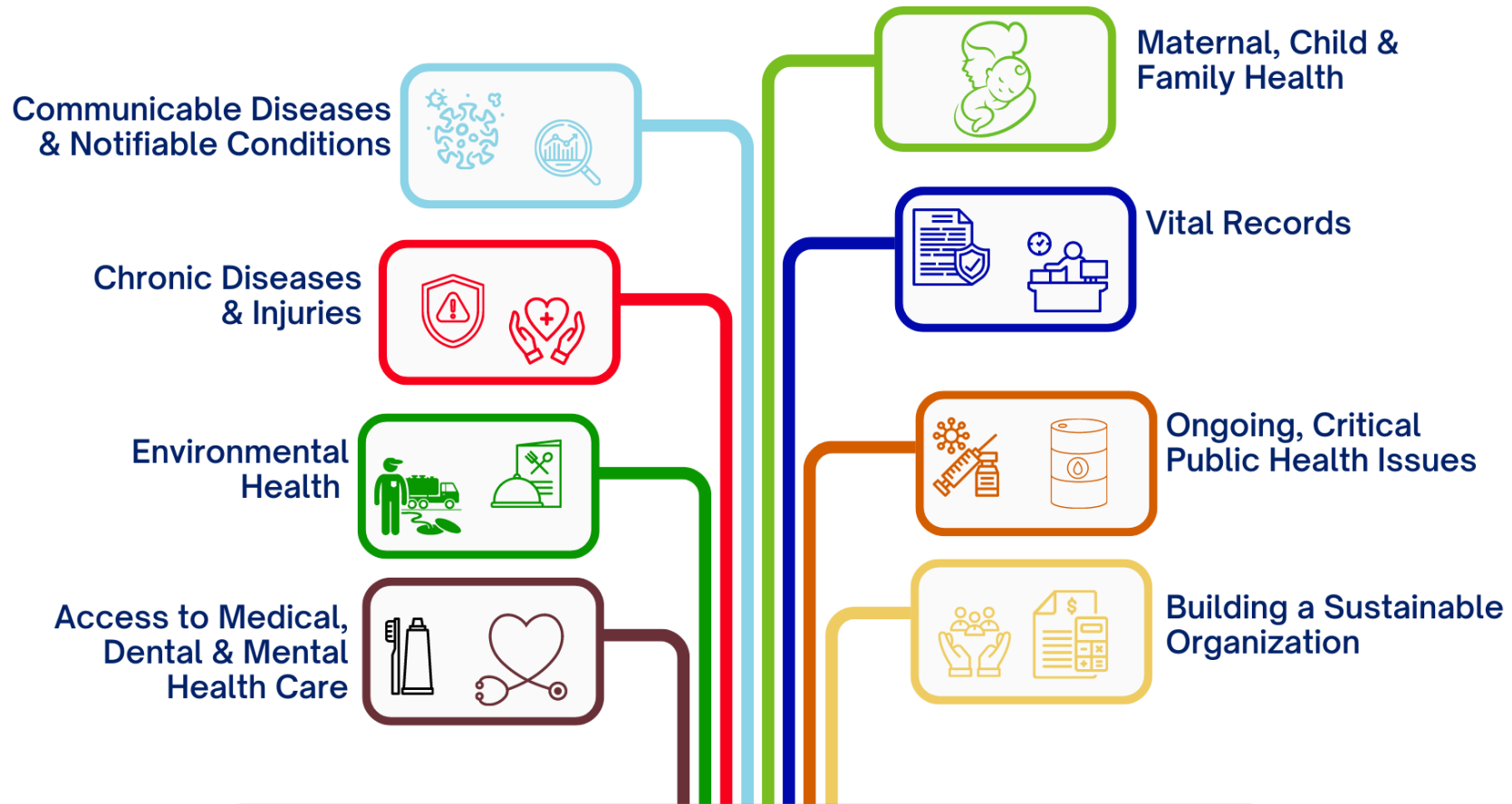
November

- 11/1 District public health code is repealed
- 11/1 County Sanitary Code is effective
- 11/1 County EH fee schedule is active
- ~11/15 District's membership with Enduris is cancelled
- **~11/15 District is dissolved**

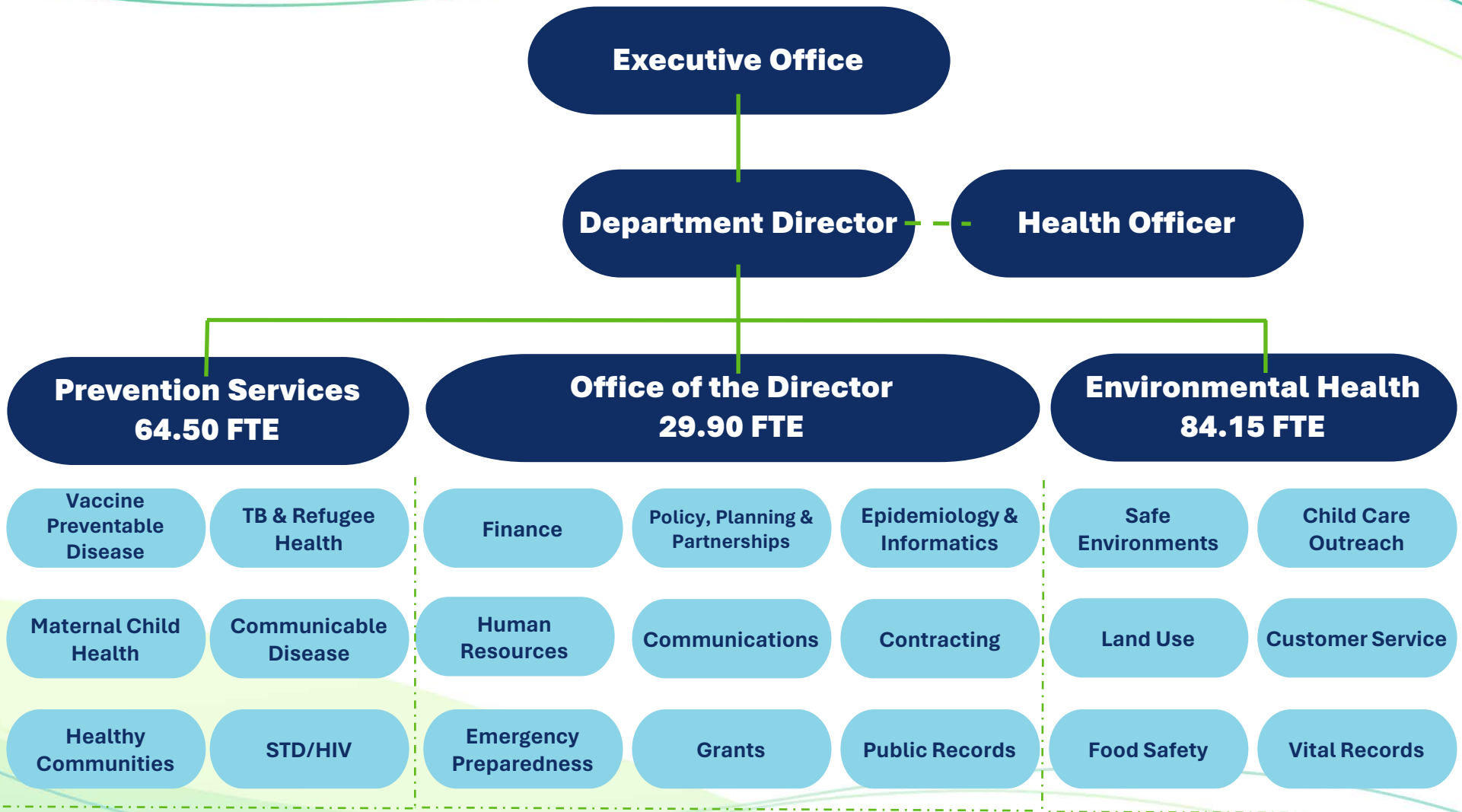
Implementation Update



Department Services and Functions



FOUNDATIONAL PUBLIC HEALTH SERVICES INCLUDE



Six-Month Milestones and Accomplishments


- Formulation of BOH
- New funding FPHS Services and Capabilities funding
- New funding to pilot STD Clinical Services
- Sound Foundation Kick Start
- Office of Epidemiology and Informatics – new manager
- Office of PHEPR – new manager
- Strengthening Public Health workplan complete

Central Business Functions Completed



P-cards issued
PR/PO entering process
EnvisionConnect crosswalk
Daily cash receipting & treasury cash sweeping
Accounts receivable billing/invoicing
Accounts payable invoice batches
Crosswalk for District vs County general ledger DACs
Onboarding of employees to County including IT processes
Fleet transferred to County
Public Records following County process
Rebranding throughout web and social media platforms
Health Department Employee Newsletter in tandem with County Employee Newsletter
Sound Foundation Manager hiring

Central Business Functions In Progress



- Job cost codes
- District purchase orders
- TMSS issues & timesheets
- Federal award reassignment
- Department training & procedure writing
- Bank account/incoming District receipts
- Transfer of District financials to County
- Figure out regular & year-end accounting-related processes
- Sunsetting software
- Budget performance reporting
- Class and Comp study
- Paper employee files being transferred over
- Transferring Building maintenance contracts and 1 FTE
- Strategic visioning / gold std evaluation

Opportunities and Hurdles



Operational Opportunities

Strengths :

- Access to new funding sources (CDMH, Opioid, ARPA)
- Synergy and alignment to better serve communities in Snohomish County
- Access to county services and resources
- Quality and quantity of the pool of candidates has improved
- Strengthening Public Health Workgroup
- Opportunities to collaborate and align work of other County departments
- Relationships strengthened with community leaders and tribes

Operational Challenges

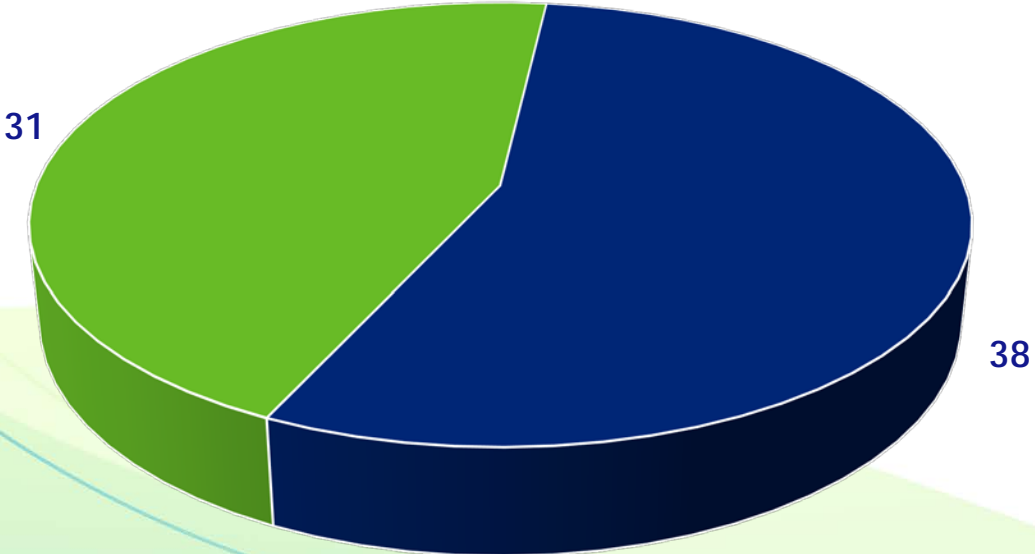
- Public Records process
- FTEs
- Grant process



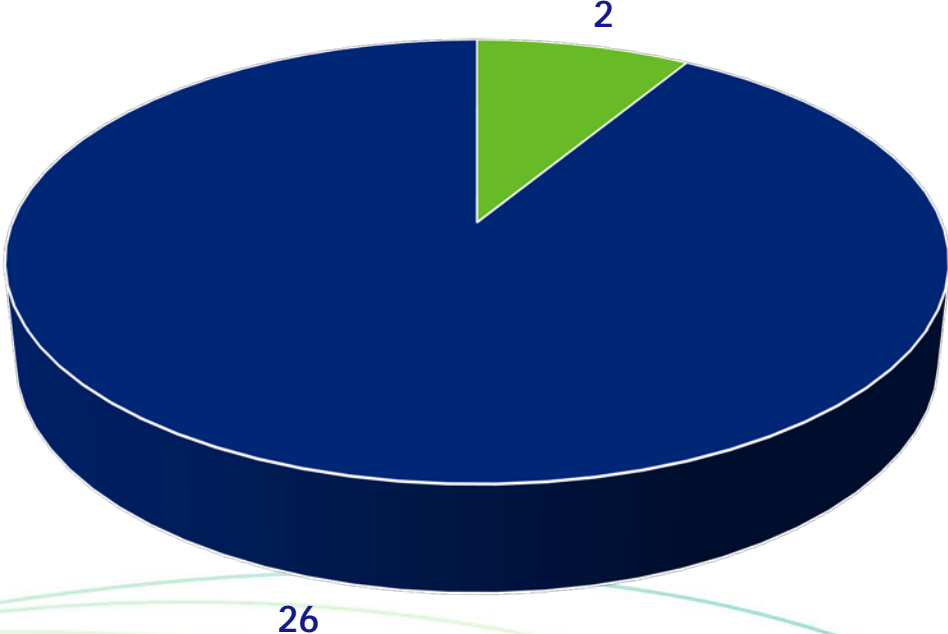
Council / Executive Approval Process

Items are quick to be approved when only Executive Office approval is required with an average turnaround time of two business days from the time it is submitted in Legistar until full approval. Items routed through for County Council approval (whether via motion or ordinance) take an average of 26 business days or about five weeks.

Number of items routed through Legistar



Average number of business days to complete

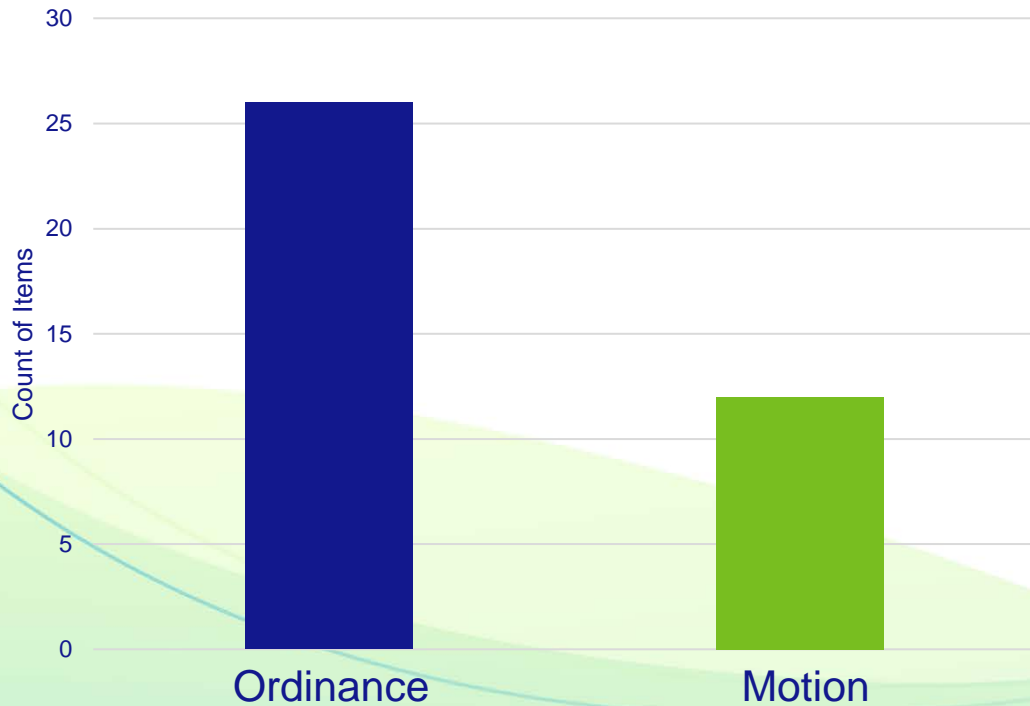


■ Council ■ Executive

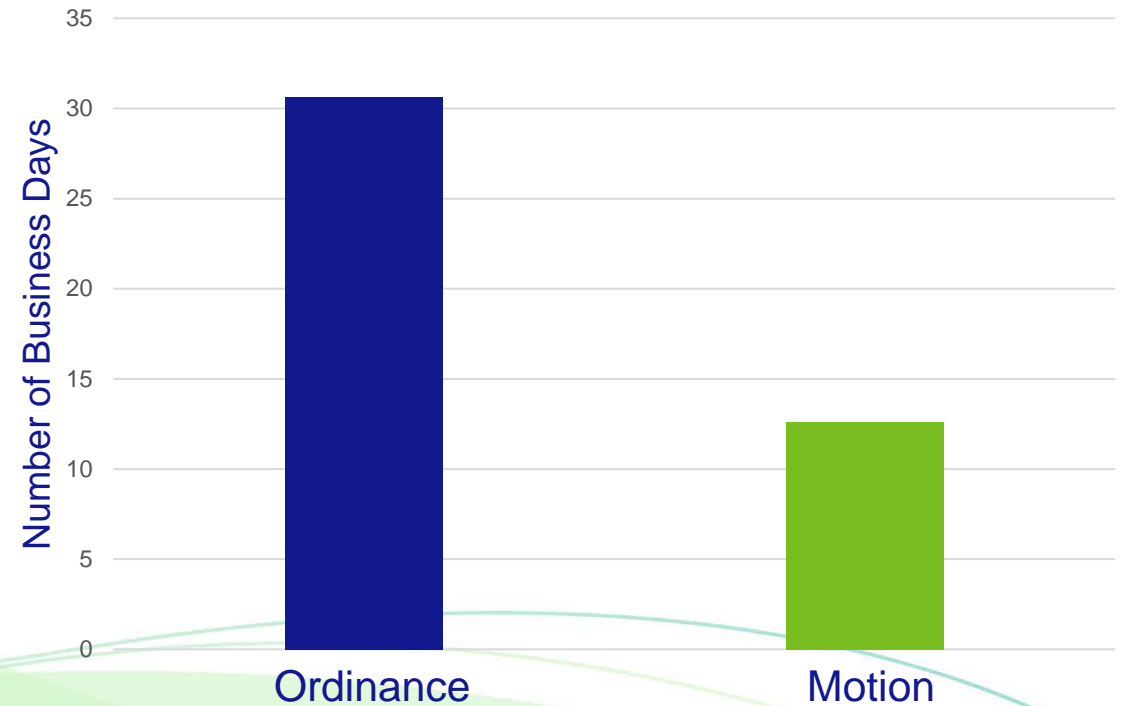
Motion / Ordinance Approval Process

Items requiring action by County Council are approved one of two ways – either via ordinance or motion. Separating the Health Department items into those two categories show over twice as many ordinances were submitted than motions and average number of business days to complete those ordinances is about 2.5x longer.

Breakdown of items requiring Council approval



Average # of business days to complete



What to do with this information?

Opportunities

- Contracts account for about 85% of items the Health Department routed through Legistar to date
- Explore opportunities for improvement working with Executive Office and Council

Looking Ahead

Implementing Strengthening Public Health Recommendations

- Department Assessment – Gold Standard Review
Developing 5-year strategic direction

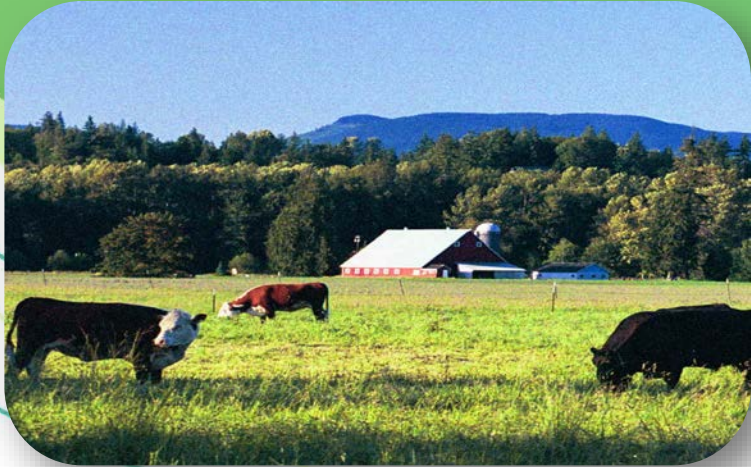
Implementation of direct services

- STD Prevention & Clinical Services
Immunization and vaccine delivery services

Continue full integration of the department services

- Financial systems integration
- FTE authority for new grant revenue sources
- Full dissolution of Health District
- Improvement with approval processes





Questions?

PUBLIC HEALTH
always working for a safer & healthier
SNOHOMISH COUNTY