

**Meeting Minutes**  
**March 1, 2023**

The special meeting was held at Snohomish Health District, 3020 Rucker Ave., auditorium and via Zoom conference call.

**Committee members present**

Anji Jorstad (Vice Chair)  
Stephanie Vignal  
Kyoko Matsumoto Wright

**Committee members absent**

Julieta Altamirano-Crosby (Chair)  
Strom Peterson

**Comings and Goings**

Ms. Anji Jorstad arrived at 12:17 p.m.

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**Call to Order**

The special meeting of the Executive Committee was called to order by Ms. Stephanie Vignal at 11:08 p.m. via Zoom video conference and in the auditorium of the Rucker Building.

**Roll Call**

Roll call was taken by Ms. Sarah de Jong who reported there was not a quorum present.

With the absence of a quorum, the Committee skipped the action items on the agenda and instead went to briefing item 5a.

**Briefings**

*2021 Audit Conference with State auditors*

Ms. Kristina Baylor and Ms. Amanda Robinson with the State Auditors Office gave a presentation and overview on the 2022 audit of the Health District, the details of which can be found in the meeting agenda packet.

Ms. Anji Jorstad arrived at 11:16 a.m. With the arrival of Ms. Jorstad, a quorum was achieved and Ms. Jorstad took over as Chair for the remainder of the meeting.

**Approval of Agenda Contents and Order**

Ms. Jorstad noted that as the briefing on the 2022 audit was already concluded, the meeting agenda would be amended to move that item first.

It was moved by Ms. Stephane Vignal and seconded by Ms. Kyoko Matsumoto Wright to approve the agenda contents and order as amended. The motion passed unanimously.

**Action Items**

*Approve common interest agreement between Snohomish County and the Snohomish Health District (SR 23-001; P. Aguilar)*

It was moved by Ms. Matsumoto Wright and seconded by Ms. Vignal to approve the common interest agreement between Snohomish County and the Snohomish Health District. The motion passed unanimously.

*Approve vouchers and Res. 23-01 authorizing the Health District Expenditures from November 16, 2022, to December 15, 2022 (SR 23-002; T. Bengtson)*

It was moved by Ms. Matsumoto Wright and seconded by Ms. Vignal to approve vouchers and Res. 23-01 authorizing the Health District expenditures from November 16, 2022, to December 15, 2022. The motion passed unanimously.

*Approve vouchers and Res. 23-02 authorizing the Health District Expenditures from December 16, 2022, to December 31, 2022 (No staff report; T. Bengtson)*

It was moved by Ms. Vignal and seconded by Ms. Matsumoto Wright to approve vouchers and Res. 23-02 authorizing the Health District expenditures from December 16, 2022, to December 31, 2022. The motion passed unanimously.

### **Briefings**

*Finance Manager's Report for October 2022 (SR 23-003; T. Bengtson)*

*Finance Manager's Report for November 2022 (SR 23-004; T. Bengtson)*

*Finance Manager's Report for December 2022 (SR 23-005; T. Bengtson)*

Ms. Theresa Bengtson provided a joint briefing on the three reports from October through November 2022.

### **Adjournment**

The meeting was adjourned at 11:36 a.m.