

# WASHINGTON STATE BOARD OF HEALTH

## Minutes of the School Environmental Health and Safety Rule Development Project Technical Advisory Committee Meeting

August 1, 2024

Hybrid Meeting

ASL (or CART) and Spanish interpretation available

Confluence Technology Center

285 Technology Center Way

Wenatchee WA 98801

Meeting Rooms: Entiat and Okanogan

Virtual meeting: ZOOM Webinar

### Technical Advisory Committee members present:

#### In person

Tyler Muench

Tammy Bigelow

Erin Hockaday

Kevin Jacka

Preet Singh

Nicole Daltoso

Rebecca Doughty

Steve Main

David Hammond

Laurette Rasmussen

Laura Peterson

Brian Buck

Brian Freeman

Doug Rich

Jeff Rogers

Suzanne Hanson

Lauren Jenks

Brook Wilkerson

Kellie Lacey

Jared Mason-Gere

Jake Cook

#### Virtual

Susan Baird-Joshi

Samantha Fogg

### Technical Advisory Committee members absent:

Patty Hayes, RN, MSN, Chair

Gina Yonts

Kate Espy

### Technical Advisory Committee staff present:

Andrew Kamali, School Rule Project  
Manager

Nina Helping, Policy Analyst

Mary Baechler, Community Outreach  
Coordinator

Marcus DeHart, Communications  
Consultant

Anna Burns, Communications Consultant

Crystal Ogle, Administrative Assistant

## **Guests and other participants:**

Karen Langehough, Facilitator

Andrew Kamali, School Rule Project Manager, called the public meeting to order at 8:38 a.m. and read from a prepared statement (on file).

### **1. Welcome Video**

Andrew Kamali, School Rule Project Manager opened the meeting with a video recording of Patty Hayes, Technical Advisory Committee (TAC) Chair welcoming the TAC members to their first meeting.

Karen Langehough, Facilitator discussed meeting with Chair Hayes. Karen expressed that Chair Hayes was heavy-hearted for not being able to attend the meeting.

### **2. Meeting Objectives**

Karen Langehough, Facilitator, reviewed the meeting objectives listed on the agenda (on file). Karen also discussed being there to help as a non-partial party and passion for facilitation.

### **3. Introductions and Ice Breaker**

Karen Langehough, Facilitator asked Technical Advisory Committee (TAC) members to introduce themselves, their roles, and why they are here. Each TAC member then introduced themselves.

Karen discussed seeing commonalities between TAC members during their introductions. These commonalities included passion for children and their safety, resources, and funding. Karen would like TAC members to bring it all to the table to be thought partners and build minimum standards for the health and safety of children in Washington state schools.

### **4. Role of the State Board of Health and Project History**

Andrew Kamali, School Rule Project Manager, reviewed the role of the State Board of Health (Board) and the history of the School Rule Project (SRP). Andrew first discussed Washington's Governmental Public Health system, the history of the Board, Board membership, and its role. Andrew also clarified the difference between the Board and the Department of Health (Department). The Board is a rulemaking and policy body, where the Department has additional programs and implements the rules.

Andrew further discussed the background of the school's environmental health and safety rules, the budget proviso, and the deliverables of the SRP.

- We are proposing rules to the legislature, and they must approve and fund the rules. Rules are required and guides that the Department of Health (Department) might make could be recommended. The Department has a robust school program. The K-12 guide is a Department guide and not a Board guide.
- The Board, the Office of Superintendent of Public Instruction (OSPI), and the Department will be working on the financial analysis to make actual calculations. OSPI will be reaching out to school districts to find out how this will impact schools.
- As language is generated, we can generate the fiscal analysis at the same time so that we can get TAC feedback as we go along.

## 5. Proviso and Timeline

Andrew Kamali, School Rule Project Manager, reviewed the timeline for the School Rule Project (SRP).

- August – December 2024: The Technical Advisory Committee (TAC) will meet to draft rule language and discuss implementation.
- October 2024: The Board will connect with Environmental Health Directors.
- December 2024: SRP staff will hold focus groups throughout the state. Additionally, the informal public comment period begins, and all interested parties can provide comments to review and share feedback on the draft rule language.
- January 2025: The TAC will meet to discuss comments and possible revisions.
- February 2025: The fiscal analysis is complete and recommendations for implementation are made.
- March 2025: The Environmental Justice Assessment is completed.
- April 2025: TAC members address the Board to provide comments and make recommendations.
- June 30, 2025: The Board will submit the final draft rule language, Environmental Justice Assessment, and Fiscal Analysis to the Governor's office and legislative committees.

The Committee took a break at 10:05 a.m. and reconvened at 10:20 a.m.

## 6. Charter Agreement

Karen Langehough, Facilitator reviewed the proposed charter agreement to Technical Advisory Committee (TAC) members. TAC members then voted through an online poll on the charter agreement. Unanimous on all but those listed:

- No multitasking during meetings: One "No"
  - Concerns with needing to communicate through chat during the meeting. Action item: Explore chat options that are limited to TAC members during meetings
- Support Decisions of group committee: One "No"
  - Distinguish between agreement with decisions and supporting the decisions of the TAC.
- Presenters at the lectern: Logistics and not within scope of charter
- State name before speaking: Logistics based on venue and technology available
- Clarification: Voting for Primary or Alternate, but not both. Both may attend, but the Primary speaks and votes. The alternate only speaks and votes when Primary is not in attendance.

## 7. Decision-Making Options

Karen Langehough, Facilitator reviewed the different voting options the Technical Advisory Committee can make (Roman, Fist to Five, Choice Vote). Andrew Kamali, School Rule Project Manager clarified that choice vote will be used as the TAC works through the rule language. Andrew wants to know what voting TAC Members would like to use for additional discussions.

TAC members then voted through an online poll on which voting options they preferred. The poll results were five in favor of Roman and 17 in favor of Fist to Five.

## **8. Proposed Meeting Dates and Locations**

Andrew Kamali, School Rule Project Manager discussed proposed meeting dates and locations within the project's timeline. The Technical Advisory Committee (TAC) will meet eight times in total between August 1 and December 4, 2024. These are hybrid meetings held in various locations throughout the state. The meetings will typically begin at 9 a.m. and adjourn by 2:30 p.m.

TAC members then asked additional questions.

- When is the Department of Commerce presenting on clean building?
  - Not sure just yet but will let you know.
- When will fiscal items be presented?
  - Probably at the October 4 meeting at the earliest.
- Will the presentation documents be available?
  - Yes, all online.
- If no rep can be at the meeting can the representative send in written comments in their absence?
  - Yes, all materials will be supplied at least 72 hours in advance of a meeting for people will have time to review and make comments if they cannot make a meeting.

## **9. Open Discussions and Questions**

Karen Langehough, Facilitator lead Technical Advisory Committee (TAC) members in the discussion.

- All meetings will be hybrid with an in-person option.
- All meetings will be a Zoom webinar with a unique login each time.
- All online TAC members will be designated as panelists.
- At a minimum, all materials will be sent out 72 hours before a TAC meeting time.
- Will flights be covered?
  - Yes, we will cover expenses. Will need to know in advance who will attend in person so that we can book hotels if needed. Possibly a two-night stay if the distance is long so that people are not getting home at midnight
- Can there be any meeting that will be all online?
  - For open meeting rules we must have a space for the public to meet so we (the project team) will hold a physical space for every meeting.

The Committee took a lunch break at 11:42 p.m. and reconvened at 12:45 p.m.

## **10. Next Steps**

Andrew Kamali, School Rule Project Manager reviewed next steps with Technical Advisory Committee (TAC) members.

- Focus is on the physical building and the environmental controls.
- Meeting materials will be digital with a few printed copies available in the room.
- Review both WACs 246-366 and 246-366A. We will be researching topics to find best practices or other regulations as well and adding research to a crosswalk.
- For the next meeting we will ask the TAC to identify things that exist in Chapters 246-366 and 366A WACs that we want to keep, change, or eliminate.

- Since everything is public, we would not publish member email addresses to help alleviate outside emails coming in.
- Discussions with members outside TAC meetings are permitted if there is no discussion of decision making. You can gather information but not develop language.
- School security (e.g. active shooter) is outside the scope (environmental).
- New construction is in the building code WAC, but we have plan reviews and site assessments.
- We will discuss topics that are environmental health but are housed in other WACs so that we will not add them to our WAC.
- We are writing a whole new chapter (246-370) which may include existing language and new language if necessary.
- Members discussed topics that were priorities for them.

**Agenda item for the next meeting:** Discuss topics we want to keep and what we want to remove. Meetings after that will include developed language for the TAC to review.

Andrew also discussed the next steps regarding sending out meeting information, and calendar holds for TAC members, and reminded TAC members to complete travel reimbursement forms.

## **ADJOURNMENT**

Andrew Kamali, School Rule Project Manager adjourned the meeting at 1:52 p.m.

## **WASHINGTON STATE BOARD OF HEALTH**

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Patty Hayes, Chair

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