

**CLALLAM COUNTY BOARD OF HEALTH
REGULAR MEETING MINUTES
May 18, 2004**

I. ROLL CALL TO ORDER

The meeting was called to order at 1:34 p.m. by Stephen P. Tharinger, Chair.

Present: Stephen P. Tharinger, Chair
Michael C. Chapman, Vice Chair
Howard "Mike" V. Doherty, Jr.
Jim Leskinovitch
John Beitzel
Camille Scott
Jeanette Stehr-Green, M.D.

II. AGENDA REVIEW AND APPROVAL

Andy requested that the item under Old Business be postponed until the June 15, 2004. Mr. Chapman moved to approve the Agenda as amended. Mr. Doherty seconded and the motion carried.

III. APPROVAL OF MINUTES

Mr. Doherty moved to approve the minutes of April 20, 2004. Mr. Chapman seconded and the motion carried.

IV. PUBLIC COMMENT

Andy Brastad was asked by a homeowner, to request reimbursement for a \$100 fee that was charged from the adopted fee schedule to anyone who installs their own septic system. The client wrote a letter to Environmental Health saying that they feel that the fee is unfair and is requesting the \$100 be reimbursed. Dr. Locke said the fee is not appealable or a waivable action. Andy explained that the only option is to express the homeowner's concern to the Board. Andy said that the fee was initially created due to the extra staff time it took to assist a homeowner that chose to do a self-install and would need a lot of extra help. Dr. Locke said that the department intends on revisiting the fees each year and will look at that one again at the next review. Andy said that an option may be to create a Technical Assistance Fee for those who do need the additional help, not just a cross-the-board charge.

Mr. Tharinger asked Andy to write a response to the homeowner, explaining the reasons (as discussed above) that the fee may not be reimbursed.

Mary Meyer was present to show her interest in Xylitol. She said she appreciated the Board's openness to consider the possibility of endorsing the product.

V. OLD BUSINESS

A. Findings of Fact and Conclusions of Law – Appeal of On-site Septic Permit SEP2004-00020. Andy requested moving this item to the June 15, 2004 meeting due to needing more time for collecting written rebuttal. The Board agreed to delay this item until June.

VI. PUBLIC HEALTH ADVISORY COMMITTEE REPORT

Dr. Locke reported that the issue of Xylitol has been being discussed for the last several months. The Committee feels that the research on Xylitol is favorable and demonstrates a consistent beneficial effect, appears to be a safe product, yet expensive and requires multiple daily applications and not suitable for a large scale community intervention.

Andy said that waivers are still available for certain sections of the Regulation that may be considered “overkill” for the community systems we are discussing. Designers may request waivers if they feel that the work may not be pertinent.

Mr. Chapman moved to Call for a Public Hearing at the June 15, 2004 regularly scheduled Board of Health meeting. Mr. Doherty seconded and the motion carried.

- B. Operations and Maintenance Program Funding Proposal. Andy explained that the State law requires Counties have a method to oversee Operations and Maintenance of existing systems. In the last year, we have depended on grant funding for that program and have only been able to put a very limited amount of time into that program. The grant expires in June and there isn't any funding in place to keep the program going. So for several months, Andy has been discussing options with the Board for generating stable funding. Several different types of funding options were presented at the last BOH meeting. Since then, Andy put out a memo to the pumpers asking them about the surcharge on septic tank pumping. Of the 4 responses from the pumpers, the consistent feeling was that the increase would make more people disinclined to pump their septic tanks, possible illegal pumping, and not doing the necessary reporting to the County.

Andy gave the Board a memo showing a list of options with a few additional funding source possibilities. One new option he recently discussed with a member of the Clean Water Workgroup, who is also a member of the Clallam Conservation District, was stable funding. Andy said that some of their programs are in line with some of the work that we would like to do in Environmental Health. One of the things that the Conservation District suggested was to set up a Natural Resource Assessment Program in partnership with Environmental Health. This would be a way to charge a fee of up to \$5 per parcel annually with mirrored activities such as the Operations & Maintenance, where the fees would come back to the County (through negotiations and agreements with the Conservation District).

Andy discussed the listed options for the Board to consider:

- 1) 1 FTE for the Operations & Maintenance & 0.5 FTE for the Surfacewater and Groundwater Protection Programs that we currently have
- 2) 1 FTE for the Operations & Maintenance & 0.25 FTE for the Surfacewater and Groundwater Protection Programs that we currently have
- 3) 1 FTE for the Operations & Maintenance Program

After additional discussion between staff and the Board, Dr. Stehr-Green moved to Call for a Public Hearing on Option #1. Mr. Beitzel seconded. Mr. Doherty asked with all of the programs the Health & Human Services does and the budget that is currently there, is this the highest priority to raise money for this service, or is there a lesser priority program that could get money taken from the existing budget. Mr. Chapman clarified that these options refer to, filling the one full time position for O&M with a dedicated funding source, and supplementing the partial FTEs with staff who are already doing the work in their current positions. Mr. Beitzel asked why the Public Health Advisory Committee supported Option #1. Andy said that they (PHAC) believe that O&M is extremely important and they thought there would be efficiencies with the cost share with the Conservation District. The motion carried.

IX. HEALTH DIRECTOR'S REPORT

- A. 2003-2004 Behavioral Risk Factor Surveillance System (BRFSS) Survey. JoAnne updated the Board that what began last year has now been completed and are currently in the process of doing the data analysis as part of our role in Community Assessment. Stacie Neff reported that the year long telephone survey of adults in Clallam County is complete. Stacie reviewed what was on the survey and said there were 913 completed surveys. In the Board's packet, Stacie explained that the data will be broken down into 4 modules for topic areas for monthly presentations. We plan to present the data internally first, the Public Health Advisory Committee and to the Board of Health before it goes to the public.
- B. Public Health Improvement Plan Priority Planning Matrix – 2003 Yearend Report. JoAnne handed out a copy of our Standards for Public Health (developed by local and state public health officials) for each board member. There was an assessment to these Standards (for quality of not what we do, but how we do it) in 2002 and will be reassessed again in 2005.

JoAnne handed out the Priority Planning Matrix and explained that it provides and opportunity to display all of the work that the Department of Health & Human Services does while referencing

them under each Standard. It provides a breakdown of the actual FTE that is required to get the work done. It also shows the yearend finance report (costs and revenues for each program). The last section shows accomplishments, weaknesses, strengths and gaps for each program. JoAnne said that the Board will be provided with an overview in the next couple of months of what is projected for 2004, including costs based on the first few months of service. This matrix will assist with planning priorities with the loss of revenues and general funds.

JoAnne handed out another report (presented to the Board of Health last July) that gives a summary of the accomplishments and the things the department was not able to accomplish. It also references the Public Health Standards and what our rating was on those Standards when we were evaluated. The back of the handout goes into specific Standards and breaks it down into detail. Then last are the results of the statewide survey and how we compared with other small Local Health Jurisdictions and the state as a whole. Health & Human Services has been working to develop strategies for meeting some of these Standards and receiving a better score at our next evaluation. JoAnne reminded the Board that the dilemma is that in order to respond to the quality improvements, it takes staff time and limited resources. The department is beginning our next three year cycle of strategic planning and in that planning we will be addressing strategies for better meeting the Standards.

- X. OTHER
- XI. ACTIVITIES CALENDAR UPDATE
- XII. NEXT MEETING AGENDA ITEMS

- 1) Call for a Public Hearing on the Standards for Community On-site Sewage System Regulation changes.
- 2) Findings of Fact and Conclusions of Law – Appeal of On-site Septic Permit SEP2004-00020.
- 3) Call for a Public Hearing on the Operations & Maintenance Program Funding Proposed Options.

XIII. PUBLIC COMMENT

XIV. ADJOURNMENT

Mr. Chapman moved to adjourn the meeting of May 18, 2004 at 3:37 pm. Mr. Doherty seconded and the motion carried.

APPROVED AND ACCEPTED THIS _____ DAY
OF _____, 2004.

CLALLAM COUNTY BOARD OF HEALTH

Stephen P. Tharinger, Chair

Michael C. Chapman, Vice Chair

ATTEST:

Rene A. Leonard, Clerk of the Board

Howard V. Doherty, Jr.

Jim Leskinovitch

John Beitzel

Camille Scott

