



PUBLIC HEALTH DEPARTMENT

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Meeting Title: PUBLIC HEALTH STUDY SESSION
Date: January 22, 2008
BOCC Attendees: Commissioner Bowen, Commissioner Crankovich,
Commissioner McClain
KCPHD Attendees: Cathy Bambrick, Susan Merrill, Holly Myers, James Rivard
Other Attendees: Patti Johnson
Start time: 11:06 a.m.

INTRODUCTIONS:

Cathy Bambrick introduced Holly Myers on her first day of work as the department's new Environmental Health Director. Ms. Bambrick mentioned that Patti Johnson was attending the meeting in order to know what was occurring with the solid waste agenda item.

DISCUSSION:

FINANCIAL UPDATE

Cathy Bambrick said third quarter, 2007 billings had been completed and fourth quarter, 2007 billings will be done by the end of January. The department is converting to QuickBooks for vouchering to get real-time information not afforded by Cayenta data; thus, by February, data will be available for this purpose. The department is under budget by \$45,000 in 2007; and over budget by \$160,000 in 2008. Revenue for 2008 will be better than originally predicted. Ms. Bambrick stated that the goal is to have up-to-date financial data every month in order to drive planning.

Nurses are doing a productivity study on their work. The fee collection process this year includes increases in clinic fees (including those for travel vaccinations) in order to capture higher Medicaid reimbursement levels.

Cathy Bambrick said for cash handling, the department will need three (3) more cash drawers.

Commissioner Bowen said that if the department's budget cannot cover buying additional cash drawers, the County will cover as this is a requirement to be in compliance with the audit. Furthermore, they do not have to be cash drawers.

Cathy Bambrick said that there was a 2006 State Audit finding over how the department was not always making its deposits within 24 hours and that the same finding might be made for 2007.

SOLID WASTE CODE: EXEMPTION FROM PERMIT PROCESS AND FEES

Cathy Bambrick said that at the January Board of Health meeting the policy on inspections for solid waste facilities was passed, including solid waste facilities that are exempt from permitting (e.g., recycling facilities who by definition are limited in what items they can take). Ms. Bambrick is asking for input from the Commissioners on a policy for solid waste (SW) facilities that are exempt from permitting.

Ms. Bambrick described state law requirements for those applying for exemption and for Environmental Health (EH); and she described the general history whereby recycling facilities over time take more than permissible and eventually get out of compliance. The proposed policy will require that recycling facilities apply every year to be exempt from a SW facility permit and thus it will be easier for the department to see if the facilities are taking more items than they are sanctioned to take. Ms. Bambrick posed two questions: (1) whether there is agreement to review exemptions annually; and (2) if the department can charge a fee to cover costs to see what facilities are doing.

Discussion covered the following:

- 3 to 4 facilities exist in the county that are exempt from permitting;
- consensus that it would be good to inspect on a random basis and discussion occurred over the number of annual inspections to consider;
- consequences of failed inspections;
- the first inspection requires the most work and is the impetus behind asking for a ballpark fee of \$495 (to cover the site visit fee [\$295] as well as an annual inspection fee [over current rate of \$150 as current rate does not cover all work]). **Cathy Bambrick will return with a suggested fee.**
- Commissioner McClain asked about the possibility of giving waivers to nonprofits, such as Elmview.

Cathy Bambrick reiterated that the consensus from the Commissioners was for (1) applying every year for exemption, and (2) annual inspections. Ms. Bambrick will work through the process thoroughly; and she will check with legal counsel about a waiver of fees for nonprofits (i.e., so that nonprofits can apply for exemption without paying the fees).

Commissioner Bowen asked about the status of the recycling facility, Sageland Recycling, located across from the County's Solid Waste office. Cathy Bambrick said that the facility has stopped all of its operations; and that Sageland Recycling is requesting a meeting with the Commissioners, James Rivard, and herself in order to figure out how to be in compliance.

ENVIRONMENTAL HEALTH STAFFING AND SPACE ISSUES

Cathy Bambrick outlined space problems surrounding (1) the lack of space for the new EH front desk position, and (2) the need for temporary relocation (and/or a permanent space) for boxes of archived documents. Discussion occurred over alternate storage sites and how to destroy archived paper documents since they have already been microfilmed. **Public Health staff will research options on storage; and Commissioner Bowen will see what other counties are doing regarding destruction of records.**

ENVIRONMENTAL HEALTH FOOD SAFETY PERMIT FOR FISHING GUIDES

Cathy Bambrick stated that fishing guides who do food preparation are not currently permitted in our county and that she wants to permit fishing guides (e.g., floats down the river) as caterers for food safety reasons. The permit would cost \$140 per year. Ms. Bambrick said permitting requirements cover: a simple hand-washing set-up, food handler permit(s), and access to boat-launching bathroom facilities.

Discussion occurred over Department of Health requirements, and how the selected permitting process covers the most critical food safety issues while ensuring the cheapest and simplest process. **The Commissioners agreed to permit fishing guides for their food preparation and reiterated that the permitting process should be kept as simple as possible.**

ENVIRONMENTAL HEALTH CODE DEVELOPMENT REQUIREMENTS, SEPA REVIEW

This matter will be postponed until the next study session when legal counsel will be available to attend the meeting.

EXECUTIVE SESSION:

At 11:47 a.m., the Commissioners and Cathy Bambrick conducted an executive session to discuss potential litigation. Executive Session ended at 11:58 a.m. **After coming out of Executive Session, Public Health staff were directed to work with legal counsel and to work with the complainant.**