



PUBLIC HEALTH DEPARTMENT

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KITTTITAS COUNTY BOARD OF HEALTH Special Meeting Minutes

Monday, December 11, 2006

Commissioners' Auditorium

Recorded joint meeting of Board of Health and Board of County Commissioners (BOCC) at the BOCC's public hearing for consideration of Community Development Services fees and Environmental Health fees; meeting started at 1:41 p.m.

PRESENT: **Board Members:** Commissioner David Bowen, Chair, Commissioner Alan Crankovich, Commissioner Perry Huston, and Carolyn Booth. **Kittitas County Public Health Department Staff (KCPHD):** Environmental Health Manager Cathy Bambrick, Community Health Services Manager Bonnie Corns, Health Officer Mark Larson, M.D., and Clerk of the Board Susan Merrill.

ABSENT: Dr. Don Solberg, Vice Chair

This special Board of Health (BOH) meeting was held for BOH review and approval of Environmental Health (EH) fees and Public Health's 2007 Fee Schedule, as well as, for concurrent approval by the BOCC of the 2007 Fee Schedule. Public notice of the meeting was published.

Commissioner Bowen stated that per RCW 70.05.060 the Board of Health reviews and recommends any amendment to fees. Commissioner Bowen said that subsequently the BOH seeks BOCC approval.

Darryl Piercy, Director of Community Development Services (CDS), presented information on rate adjustments in fees collected by CDS and asked for BOCC consideration of these adjustments.

Cathy Bambrick, Environmental Health Manager and Interim Co-Director, underscored that the BOH meeting was being held conjointly with the BOCC due to the need for the BOH to make decisions on 2007 Public Health (PH) fees before a resolution on the fees could be brought before the BOCC. Ms. Bambrick stated that the proposed increase in EH fees applies to On Site Sewage (OSS) fees and the EH professional hourly fee; and stated that these fees are those that have required more staff time and need to be increased to cover current costs. Ms. Bambrick provided an overview of the proposed increases which included information on OSS fees under consideration, the number of years that have transpired since fees have been changed, her cost recovery calculation, and a new fee for OSS Community Systems. Ms. Bambrick said she was asking for BOH approval of Public Health's 2007 fee schedule which includes an increase in the designated EH fees and an increase in the professional fee rate.

Commissioner Bowen asked if there were questions for Ms. Bambrick. At this point, Ms. Bambrick asked that the record include Dr. Solberg's email indicating his approval of the increase in EH fees and gave copy of email to Commissioner Bowen. Commissioner Bowen read the email from Dr. Solberg, Vice Chair of the BOH. Ms. Bambrick also stated that Public Health's 2007 fee policy has not changed but BOH policy requires that it be signed every year.

Commissioner Bowen asked other BOCC members how to proceed given the joint nature of the proceedings. Commissioner Huston recommended proceeding with public testimony and said Carolyn Booth as a BOH member could weigh public testimony into her decision-making process.

(1:52 p.m.) Commissioner Bowen opened the proceeding to public testimony regarding CDS and EH proposed fee changes.

Mr. Tomaso spoke about his concern that the sliding fee scale (listed in Public Health's fee schedule) not be changed; Commissioner Bowen confirmed with Public Health staff in attendance that the only proposed changes are in specified EH fees. Mr. Tamaso asked for careful review of EH fees on behalf of "Mom and Pop" sole proprietors and commented that the proposed fee increases did not seem extreme in relation to cost reimbursement information.

Mitch Williams, President of Central WA Homebuilders Association, spoke about his concern over the impact of fees on affordable housing; and asked for an accounting of what the EH program actually spends and an accounting of the county's overhead cost (i.e., 12.5% cost) to see about alignment with actual service costs. Mr. Williams asked the BOCC to consider: (1) if fee increases were needed; and (2) if the impact of any increases is known. Mr. Williams stated that he is not prepared to support the fee increases and wants proof that increases are needed based on merits of their costs.

In response to general comments by the BOCC that public attendance was low, Commissioner Huston gave his *mea culpa* and said he had mistakenly said to callers to the BOCC office that the public hearing was taking place next week. He also stated that there is some value to reviewing numbers regarding workload, turnaround times, etc., for EH fees (as a similar review was done for CDS fees at a previous public hearing). **Mr. Huston asked Mr. Piercy to assist Ms. Bambrick in demonstrating these costs for EH fees in order to reveal how extra money is being spent to maintain and improve the level of service.**

The BOCC decided to continue the joint meeting and public hearing and discussed dates. In response to Commissioner Bowen, Mr. Piercy (CDS) agreed that it was appropriate to continue. **Likewise, Ms. Bambrick (PH/EH) agreed to the continuance, and added that in the interim period of time she would mail information on the fee increases to OSS designers.**

Carolyn Booth remarked that the methodology for EH cost calculations looked like it detailed direct costs well but a missing piece is detail on the county's overhead costs of 12.5%. Ms. Booth stated that she assumed the county cost is standardized at 12.5%. Ms. Booth asked for confirmation from the BOCC that the 2007 Public Health budget did address workload and process, to which Commissioner Bowen replied in the affirmative. Commissioner Bowen said Ms. Booth was correct with her statement on the 12.5 % cost. Commissioner Huston said that the methodology on county overhead costs was established and used in CDS' calculations and discussed in a public hearing; and it would be useful to apply the same methodology to EH calculations and discuss them likewise in a public hearing.

Motion 12--01: Commissioner Crankovich moved to continue the joint meeting and public hearing to Tuesday, December 19, 2006 at 4 p.m.; Commissioner Huston seconded. Commissioner Bowen said the record will remain open. No additional discussion occurred. All approved. Motion 12-01 carried.

Meeting adjourned at 2:15 p.m.

Next Meeting: The joint meeting of the Board of Health and Board of County Commissioners at the BOCC's public hearing was continued until Tuesday, December 19, 2006 at 4 p.m. in the Commissioners' Auditorium.

David Bowen, Chair of the Board of Health

Bonnie Corns, Interim Co-Director
Kittitas County Public Health Department

Susan Merrill, Clerk of the Board of Health