



Food Service Advisory Committee

(FSAC) Meeting Minutes

November 3rd, 2014

Members Present: Jeff Franzoia (Chair), Aleli Hernando-Fisher, Jon Suttan (Vice-Chair), Chris Heuchert & Susan Melero

Members Excused: Barb Eveland

Staff Present: Bill Emminger, Robert Baker, Scott Kruger & JonnaVe Stokes (recorder)

- I. **Call to Order** - The meeting was called to order at 2:11 pm by Chair Franzoia.
- II. **Citizen Comments** - Introductions were made.
- III. **Approval of the Agenda**
MOTION was made to approve the November 2014 agenda as written; motion seconded, all in favor, so approved.
- IV. **Approval of the Minutes** - The August 2014 minutes were presented for approval.
MOTION was made to approve the August 2014 minutes as written; motion seconded, all in favor, so approved.
- V. **Review Proposed 2015 Fees** - *Bill Emminger, Environmental Health Division Manager, Benton County Health Services (BCHS)*

Handout: 2015 Justification for Environmental Health Fees

- Using the full cost recovery model administrative costs exceed the 15% allowable under OAR 333-012-0053
- If partial cost recovery is used (\$116,700.00 from the general fund account) then administrative costs would be lowered to the 15% allowable under OAR 333-012-0053

Handout: FY 2015 Indirect Cost Calculations Based on OAR 33-012-0053

- There has been a 4% increase in the budget from last year.
- Last year the license facility program was increased by 5%; the onsite waste water program had no rate increases.
- Reviewed how the hourly billing rate for an Environmental Health Specialist and how it is calculated, which comes out to \$188.00 per hour to gain full cost recovery and \$175.00 at partial cost recovery (using a portion of county general funds).
- Using this formula two inspections a year per licensed facility would cost \$700.00 each year.
- Other fee changes proposed for 2015 include a flat fee charge for record search requests (which have more than doubled since 2009) and an increased fee for a septic record search.

Attachment A: Benton County Health Department Environmental Health Division 2015 Fee Schedule

- Page 4, shows 2014 fees for licensed facility and the increased fees for 2015.

MOTION was made to approve the 2015 Fees as presented; motion seconded; all in favor, so approved.

VI. Recruitment for Permits Clerk Status Report - Bill Emminger, Environmental Health Division Manager, BCHS

- Environmental Health's (EH) long time Permit Clerk recently retired from the department; the recruiting process to hire a replacement at .60 FTE has begun.

VII. FDA Voluntary Program Standards Assessment Status Report - Bill Emminger, Environmental Health Division Manager, BCHS

- Emminger applied for a \$2,500 grant to complete an assessment (a requirement of the voluntary program standards) to be reviewed by a third party.
- Some of these standards can be met locally, but some of the standards will require a state wide rule change, ie: no bare hand contact and mandatory food management certification.
- To complete a set of written procedures for how local EH will work with / assist the Food and Drug Administration during a recall.

VIII. Program Updates

EH received a \$5,000 grant from the Oregon Department of Environmental Quality for a domestic well testing service

- Outreach event held at farmers market
- Tested 90 individual homes
 - 15% of the wells tested positive for total coliforms
 - 12% tested positive for arsenic, 1-9 parts per million (ppm) detected; 4% exceeded the recommended rates.
 - 24% of the wells had a level of nitrates just below the safe drinking water level; .05-9.9 ppm; 3.3.% had levels above the safe drinking water level.
 - East of highway 99 and highway 20 are the ground water management areas that have been tested for over ten years in Benton County.
- EH plans to apply for additional grants to continue this program.

IX. Next Meeting

February 9th, 2014 ♦ Benton County Sunset Building ♦ Sunset Meeting Room

IX. Meeting Adjourned at 3:48 pm