



ISLAND COUNTY BOARD OF HEALTH

AGENDA

REGULAR SESSION

July 15th, 2025, 1:00 p.m.

Commissioners Hearing Room B102

Coupeville Annex Building

Meetings are available remotely. Those interested in attending the meetings by computer, tablet, or smartphone may use the following link: <https://tinyurl.com/IslandCountyBOH> or by telephone: 1-323-433-2396 Meeting ID 971 2319 5885 Pass code: 626749

Call to Order: July 15th, 2025, Regular Session of the Island County Board of Health

Additions or Changes to the Agenda:

Approval of the Minutes:

- June 17th, 2025, *Minutes*

Public Input/Comments: The Board values the public's input. This time is set aside to hear from the public on subjects of a health-related nature, not on the scheduled agenda. All information given is taken under advisement. Unless emergent in nature, no action is taken. To ensure proper recording of comments, state your name and address clearly into the microphone. Limit your comment to two minutes. The Board may entertain public comment on specific agenda items when discussed.

Presentation:

- Island Senior Resources Presentation, presented by Cheryn Weiser and Nic Wildeman, Interim Co-Executive Directors, Island Senior Resources. – *20 Minutes*.

A presentation on Island Senior Resources: its funding, services, leadership, and projects, and the collaboration between the non-profit and Island County Public Health and Human Services. – *Attachment*

Update:

- Emergency Preparedness Update, presented by Mason Parizo, Public Health Emergency Preparedness Coordinator, and Taylor Lawson, Deputy Director. – *10 Minutes*.

Discuss community-based strategies for extreme heat and wildfire smoke preparedness, including partnership with childcare centers and Island Senior Resources to reach at-risk populations. – *Attachments*

Resolution:

- Food Program Fee Schedule, presented by Dr. Shawn Morris, Public Health Director. – 20 minutes

Review a resolution updating the fee schedule to improve efficiency and equity in Island County's Food Safety program. Review draft materials and set public hearing for September 2025.– *Attachments*

ACTION ITEM: Motion to schedule the hearing at the Board of Health on September 16th.

Public Health Updates:

- Community Health Advisory Board Recommendations, presented by a Community Health Advisory Board representative. – 5 minutes – *Attachment*
- Public Health Department Update, presented by Dr. Shawn Morris, Public Health Director and Dr. Leibrand, Health Officer. – 10 minutes – *Attachments*

Board Announcements:

- Cancellation of the August 19th, 2025, Board of Health Regular Session.

Adjourn: The next regular session of the Island County Board of Health will be held on September 16th, 2025, at 1:00 p.m. in the Commissioners Hearing Room (B102) in the Coupeville Annex Building.



ISLAND COUNTY BOARD OF HEALTH

MINUTES

REGULAR SESSION

June 17th, 2025

The Island County Board of Health met in Regular Session on June 17th, 2025, in the Board of County Commissioners Hearing Room (Room #102B), Annex Building, 1 N.E. 6th Street, Coupeville, Washington.

Members present:

Commissioner Melanie Bacon, Acting Chair
Commissioner Jill Johnson
Commissioner Ron Wallin
Capt. Lund

Member present by video:

Commissioner Janet St. Clair, Chair
Mayor Ronnie Wright
(Dr. Howard Leibrand)

Members Excused:

Others present:

Representative Dave Paul	Taylor Lawson
Shawn Morris	Heidi Berthoud (Online)
Melissa Overbury-Howland	James Golder, JD
Kathryn Clancy (Online)	Lynda Austin
Heather Kortuem (Online)	Shannon Fitzmaurice (Online)
Jen Schmitz (Online)	Erin Lavery-Mullins (Online)

Call to order:

Commissioner Bacon called the meeting to order at 1:01 p.m.

Approval of Agenda:

A motion to approve the agenda was approved unanimously.

Approval of Minutes:

The May 20th, 2025, Regular Session Minutes were approved unanimously.

Board member comment:

Public Input or Comment:

Commissioner James Golder, JD, Board President to the WhidbeyHealth Board of Commissioners, spoke to the updates happening at WhidbeyHealth hospital and the closure of the OR for a period of at least 4 weeks. Patients will still be able to access obstetric care, such as C-sections, and other appointments can potentially find care at Island Hospital or Skagit Hospital during this time.

Resolution

Dr. Shawn Morris, Public Health Director, presented resolution HD-2025-01, allowing for limited alternate representation by the Mayor of Oak Harbor and the WhidbeyHealth Hospital Commissioner. Commissioner Johnson requested that the resolution be amended to reflect a singular alternate, appointed on an annual basis.



ISLAND COUNTY BOARD OF
HEALTH
MINUTES
REGULAR SESSION
June 17th, 2025

MOTION: Provided the edits agreed upon are executed, Resolution HD-2025-01 was passed unanimously.

Legislative Update:

Representative Dave Paul gave a legislative update and heard requests from Commissioners on key topics of concern.

Presentation:

Heidi Berthoud, Principal & Founder of Heidi Berthoud Consulting LLC, presented an update on the Community Health Improvement Project.

Public Health Updates:

Dr. Shawn Morris, Public Health Director, gave an update on the Public Health department.

Board Member Comments and Announcements:

The Regular Session adjourned at 2:30 p.m.

The next *Regular Session* of the Island County Board of Health will be held on July 15th, 2025, at 1:00 p.m. in the Commissioners Hearing Room (B102) in the Coupeville Annex Building.

SUBMITTED BY:

Shawn Morris, Director of Public Health

Approved this _15th_ day of _July_, 2025.

BOARD OF HEALTH
ISLAND COUNTY, WASHINGTON

Janet St. Clair, Chair

In operation for 52 years, Island Senior Resources is Island County's largest private non-profit provider of basic needs services for seniors and disabled adults.

Total operating costs for 2024: \$3.66M.
49% of our revenue is derived from government sources.

Aging & Disability Resources

ADR connects seniors and family caregivers with resources and support to address challenges of aging, including:

- Caregiver Support groups
- In-Home Care | Elder abuse
- Falls prevention – Home Safety

6,165 calls for help in 2024. Projected demand: 100% increase in 2025.

Medical Transportation

ISR provides medical transportation to critical, often life-saving treatments like dialysis and chemotherapy.

No other service is available locally. This is an entirely volunteer-provided service.

Volunteers contributed over **5,200 hours of service** and nearly **1,400 local and off-island trips** in 2024.

Medicare Counseling (SHIBA)

Highly trained SHIBA volunteers assist residents to understand Medicare rights and options to find the best possible coverage to meet their needs. We can also conduct eligibility screening low-income programs to save money on Medicare coverage.

SHIBA Volunteers dedicated more than 1,100 hours to 5,417 client contacts in 2024.

Senior Nutrition

Well-nourished older residents maintain good health, avoid ED visits and hospitalizations. Homebound seniors receive meals delivered entirely by volunteers, who contributed nearly 10,000 hours of support in 2024.

100,269 meals served in 2024. ISR operates 2 commercial kitchens and serves community meals in 5 locations on Whidbey and Camano islands.

Senior Thrift

In addition to being an important source of funding, Senior Thrift helps low-income customers with:

- Clothing for children and adults
- Housewares for cooking at home
- Reading material for all ages

Senior Thrift is heavily supported by a volunteer workforce who contributed over **9,000 hours of service in 2024.**

COPES Case Management

ISR counselors help prevent unnecessary ED visits, hospitalizations and institutionalization for seniors at risk. Dedicated case managers help clients with long-term, often chronic physical and mental illnesses to stay safely at home.

2024 clients served in Island County: 283.

STAY SAFE WHEN IT'S EXTREMELY HOT

Simple steps to protect yourself during extreme heat and heat-related emergencies

IF IT'S HOT OUTSIDE...

- 💧 Stay hydrated: Drink plenty of water, even if you don't feel thirsty.
- 🏠 Stay cool: Use fans or A/C. Visit public cooling spaces like libraries or community centers.
- 🧢 Avoid outdoor activity: Especially in the afternoon (when it's hottest).
- 🛌 Rest often: Especially if you feel lightheaded or weak.
- 👕 Wear lightweight, light-colored, loose-fitting clothes.



Did you know?

**When it's humid,
your body can't cool
down as easily—
80°F can feel like
90+° and put stress
on your heart.**

WATCH FOR THESE DANGER SIGNS:



- Dizziness or headache
- Nausea or vomiting
- Rapid heartbeat or confusion
- Hot, red, dry, or damp skin

If someone shows these signs, act fast, call 911, and try to cool them down.

Older adults, babies, and people with chronic illness are at higher risk.

Little steps can save lives. Stay cool. Stay hydrated. Check on others.



QUESTIONS? NEED HELP?

Contact Island County Public Health

360-679-7350

publichealth@islandcountywa.gov

For air updates: enviwa.ecology.wa.gov



STAY SAFE WHEN THE AIR GETS SMOKY

Simple steps to protect yourself during wildfire

smoke and bad air quality



IF YOU SEE OR SMELL SMOKE:

- Stay **indoors** with your windows and doors closed tightly
- If you have an air conditioner, set it to "**recirculate**" to avoid bringing in outside air
- Avoid burning candles, using fireplaces, or cooking with oil inside
- Make a DIY clean air fan: tape a furnace filter to the back of a box fan, and run it in a closed room
- If you need to go outside, wear a well-fitted **N95** mask and return indoors as soon as possible

CHECK THE AIR QUALITY BEFORE YOU GO OUT:

Go to:
enviwa.ecology.wa.gov

If the number is **151 or higher**, stay **indoors**.

You can also call
Island County
Public Health for
updates.

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WATCH FOR THESE SYMPTOMS:

- **Burning eyes, sore throat**
- **Coughing or shortness of breath**
- **Headaches or chest discomfort**
- **Feeling tired or dizzy**



If you feel unwell, call your nurse, caregiver, doctor or our local hospital.

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THINGS TO CONSIDER DURING SMOKE EVENTS

- Even light smoke can make breathing harder — especially if you have asthma, heart concerns, or just feel more tired on smoky days.
- Smoke affects **pets** too — if you're bringing your pets inside, it's probably time for you to head in too.



TIPS FOR STAYING SAFE:

Drink **water** regularly —don't wait until you're thirsty

Rest **often** and avoid exercise

Keep one room clean and cool—use it as your **"Safe Room"**

- If your eyes are stinging or you notice a dry cough, your body is already telling you it's time to rest and stay indoors.
- A fan and filter might seem simple, but it can make your breathing space much **safer**—give it a try in your favorite room.

Little changes can make a big difference.
Keep yourself—and your furry friends—safe and comfortable.



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MEMORANDUM

TO: Board of Health

FROM: Shawn Morris, Public Health Director

DATE: July 15, 2025

RE: Summary of Proposed 2026 Food Program Fee Schedule Updates

Overview of 2026 Fee Schedule Changes

The proposed 2026 food program fee updates are designed to align better with actual staff time and permitting complexity, create consistency with neighboring jurisdictions, and support fair, sustainable program funding. These updates reduce annual fees for permanent food establishments in all risk categories while introducing more specific and equitable plan review, special process, and temporary event fee categories.

Key Changes

- **Fee Reductions:** Annual fees for **permanent food establishments** in **Risk Categories 1–3** will decrease.
- **Fee Expansions:** **Plan Reviews** and **Temporary food event** fees will reflect permitting effort, with updated tiers based on risk, frequency, and event type.
- **New Fee Categories:**
 - **Special Process Permits** (e.g., sushi, vacuum packaging, fermentation)
 - **Endorsements** for **catering, commissary use, and lounges**
 - **Temporary Event**
 - **Plan Reviews**

Rationale

These changes reflect staff time involved in planning, inspection, and education for different categories of food establishments. Our team has completed outreach to food industry professionals and reviewed and integrated community feedback into the update process. Overall, reducing fees for permanent establishments supports our local food economy, while updating costs for time intensive plan reviews and temporary event permitting consistent with regional counties. This balanced, tiered approach supports fairness and sustainability in our permitting process.

Summary of Major Proposed Changes (green = decrease; blue = increase/new)

Category	2025 Fee	2026 Proposal	Comparable Fees (Snohomish / Skagit / Whatcom)
Risk 1 Annual Fee (restaurants and mobile units)	\$856-1040	\$412-\$567	\$420-\$635
Risk 2 Annual Fee (restaurants and mobile units)	\$978-1162	\$747-\$1,004	\$535-\$915
Risk 3 Annual Fee (restaurants and mobile units)	\$1,040-1467	\$1,030-\$1,313	\$615-\$1220
Temp Event – Risk 1 (1–21 days)	\$51: 1 day *6 2-21 days	\$41: 1 day \$52: 2-21	\$30–\$90 (tiered)
Temp Event – Risk 3 (1–21 days)	\$94: 1 day \$131/255/306 2-21 days	\$155: 1 day \$206: 2-21 days	\$189–\$327
Temp Event – Recurring (Risk 3)	Not Offered	\$309 (one location)	Similar structure; range \$255–\$620
Special Process	Not Offered	\$206	\$135–\$420
Change of Ownership	119/91 hr *12	\$155	\$195-\$430
Change of Menu	119/91 hr *12	\$361	\$375-\$430
New Establishment	119/91 hr *12	\$670	\$395-\$855

Attachments

1. Full proposed fee schedule update

* = Notes, Fees decrease- Green, Fee increase- Red, New fees- Blue	Current 2024	Proposed 2026 Fee	Snohomish County *1	Whatcom County	Skagit County
Food Establishments					
Risk Category 1 - *4					
Seating Capacity 0-30	856	412	635	462.47	285
Seating Capacity 31-100	918	515	635	462.47	420
Seating Capacity over 100	1040	567	635	462.47	420
Risk Category 2 -					
Seating Capacity 0-30	978	747	845	640.66	400
Seating Capacity 31-100	1040	901	845	640.66	535
Seating Capacity over 100	1162	1,004	915	640.66	535
Risk Category 3 -					
Seating Capacity 0-30	1040	1,030	1085	651.99	480
Seating Capacity 31-100	1345	1,210	1220	889.92	615
Seating Capacity over 100	1467	1,313	1220	889.92	615
Special Process Permit (HACCP- Sushi, Unattended Cooking, sous vide, Vacuum Package, Fermentation), Extra inspection per year (in addition to Risk Category) *8, 17		206			
Catering endorsement (in addition to risk category) *8, 17		129	215		135
Commissary Endorsement (in addition to risk category) *8, 17		129			
Lounge endorsement *8, 17		52	420	230.72	
Grocery Stores					
1-2 checkout stands	793	407	635	239.99	480
3 - 4 checkout stands	793	773	635	956.87	480
5 or more checkout stands	844	876	635	956.87	480
Meat/fish market (in addition to checkout stand) (Risk 2 or 3)	350	304	630/870 *2	230.72	135
Delicatessen (in addition to checkout stands)(Risk 3)	350	304	870	230.72	135
Bakery (in addition to checkout stands) (Risk 1 or 2)	350	304	420/630 *2	230.72	135

Produce Processing (in addition to checkout stands)(Risk 2) *17		304	630	230.72	135
Misc. Food Establishments					
Bed & Breakfast (Risk 1,2 or 3)	350	361	635	640.66	
Commissary Kitchen (Risk 1, 2 or 3)	468	618	1085	651.99	100
School Kitchen (Risk 2)	468	482	675	640.66	
Vending Machine / MicroMarket (Risk 1)	91	94	215		
Alcohol Beverage Service *10	350	304	420	413.03	
Plan Reviews *17					
Change of ownership	119/91 hr *12	155	430	194.67	250
Remodel / change of menu (3 hours & pre-opening inspection)	119/91 hr *12	361	430	394.49	375
New Establishment (includes 5 hours & pre-opening inspection)	119/91 hr *12	670	855	394.49	600
Change of ownership interim license fee		155			
Variance request - 1 hour then hourly rate		180	215		200
HACCP Plan Review- 5 hours then hourly rate		515	2100		500
Misc. Fees					
Annual Septic Review *13		103	215		
Late Fee 0-14 days late *14	122	15% of annual fee	355	10% of fee	
Late Fee 15-30 days late *14	122	35% of annual fee	355	Additional 10% of fee	
Reprinting of lost license	31	32			
Preapplication Conference	128	132	215		
Reinspection	133	206	215	382.13	
Administrative Conference (include re-opening inspection) *17		361	360	375.95	

Non-Profit Discount (must provide proof of tax exempt status) *11		75% of fee			
Operating without a license	Double	309	Double		
Hourly rate	91	170	215	142.14	
Temporary Events *5					
Temp Event/Farmers Market Organizer Permit *7		0	0	-	
Risk 1 Temporary Event (baked goods, popcorn, or similar products, hot dogs, Ice Cream)					
1 day	51	41	90	30.90	70
2-21 day Single event	91/204/26	52	90	61.80	70
Recurring event, one location		93	180	248.23	175
Recurring event, additional location		52	90	331.66	
Compliance Inspection		77			
Risk 2 Temporary Event					
1 Day		103	130	189.52	
2-21 day, single event		129	130	327.54	
Recurring Event, one location		258	270		
Recurring Event, additional location		103	140		
Risk 3 Temporary Events					
1 Day	94	155	235	189.52	155
	131/255/306				
2-21 day, single event		206	235	327.54	155
Recurring Event, one location		309	620	495.43	255
Recurring Event, additional location		155	310	663.32	
Umbrella Permit for single event, up to 10 participants (first 3 hours)- Judged cooking event		309	590	135.96/22.66 each *3	300
Samples only, Single event	34	35	65	94.76	60
Samples only, Recurring Event		81	130	94.76	

Temporary Event Late Fee (if submitted 7- 14 days prior to event)	34	25% of fee	65		
Temporary Event Late Fee (if submitted 2-7 days prior to event)	34	50% of fee	65		
Education					
Food Handlers Card	12	10			
Re-Issue Food Handlers Card	7	7			
Educational Class- (up to 10 people for 2 hour class) Waived by grant funding if available		103			
Educational Class extra people		12/pp			
CFPM Class (minimum 10 people), includes book and exam *15		151 per person			
CFPM Retest Fee/Test Proctor *16		52			

Definitions:

Risk Category 1-Operations may include:

- Establishments that serve, sell, repackage, or store only non-TCS foods as required by Code OR
- Establishments that serve coffee drinks with TCS ingredients OR
- Establishments serving non-TCS beverages with ice and/or are ware washing

Risk Category 2-Operations may include:

- Establishments that serve, sell, prepare, or stores TCS foods (no cooling) OR
- Establishments that are preparing blender drinks w/TCS ingredients OR
- Establishments that are serving ice cream (soft serve or scooped).

Risk Category 3-Operations may include:

- Food establishments with complex preparation including cooking, cooling, and/or reheating of prepared foods OR
- Food establishments that prepare foods using a specialized process OR
- Food establishments that prepare TCS foods >24 hours in advance.

Alcohol Beverage Service- Establishment that serves alcohol in reusable serving containers requiring ware washing.

Bed & Breakfast- 3-8 rooms in an owner occupied home serving only breakfast to overnight guests (Risk 1, 2 or 3)

Caterer-Establishment contracts with a client to prepare a specific menu and amount of food in an approved commissary kitchen for service to the client's guests or customers at a different location. Billed as appropriate FSE with no seating (Caterer with their own event center will be billed as appropriate FSE with seating)

Catering Endorsement A FSE that offers off-site catering services

Commissary endorsement-Any FSE rented by another licensed food establishment that provides any of the following services: food storage, food preparation, ware washing, disposal of wastewater or access to fresh water.

Commissary kitchen-Any licensed kitchen rented by a licensed food establishment that provides any of the following services: food storage, food preparation, ware washing, disposal of wastewater or access to fresh water.

FSE- Food Service Establishment

Grocery -A retail location that sells only prepackaged foods (Non-TCS & TCS) from an approved source

Lounge EndorsementSeparate area where alcohol beverage is served at a bar instead of table service.

Mobile Food Unit-a readily moveable, plumbed, self-contained food service establishment. This includes mobile food trucks, trailers, and carts. All mobile units must have a commissary kitchen (unless they meet the exemption criteria in RCW 43.20.148), and commissary agreements need to be submitted. Billed as appropriate FSE *9.

Produce Processorseparate area where produce is washed, cut, and/or packaged.

Temporary, Single Event- Operating at a fixed location, with a fixed menu, for not more than twenty-one consecutive days in conjunction with a single, approved event or celebration, such as a fair or festival

Temporary, Recurring event, one location-Operating not more than three days a week at a fixed location, with a fixed menu, in conjunction with an approved, recurring, organized event, such as a farmers market

Vending Machine/ Micro MarketAn unmanned retail space where individuals can purchase TCS food & beverages from an approved source.

Notes-*

Note 1- Snohomish County imposes a \$215 annual fee for each establishment that is on septic. This fee is included in each category.

Note 2- Additions to grocery stores are billed according to Risk so a risk 1 would be \$420, risk 2 would be \$630, and a risk 3 would be \$870

Note 3- Whatcom County imposes a fee on the organizer and on each cook off participant

Note 4- Low risk establishments- we took all the categories that were for low risk establishments (bakery, espresso stand, Candy Kitchen) and consolidated it into a Risk 1 category. We averaged that fee and then looked at how that compared to surrounding counties.

Note 5-Temporary events- Currently we permit temporary events very differently from any other county so we would like to change to something closer to what other counties do and to allow us to permit according to risk. Most of our 1 day permits are for small events, and then we have larger events that go multiple days. Reoccurring events would be the farmers markets or the music in the park. If a vendor is at the multiple farmers markets, they would get a break at the additional locations.

Note 6- Current Temporary Event fees are charged at 2 day, 3 day and 4-8 day, limiting us for permitting of events that occur over 8 days long (i.e.- farmers markets, festivals and other reoccurring events)

Note 7- Temporary Event Coordinator- The Coordinator is responsible to provide a list of approved vendors for the event at least 30 day prior to the event. Requiring this application (with no fee assigned) would allow this department time and resources to ensure that all vendors are appropriately licensed. It would ensure that the vendors are approved by the organizer and that the organizer has the required permits and infrastructure. Most surrounding counties have this.

Note 8- Establishments with these additional services would require additional inspection time with the review of either additional space or additional documentation requirements. We do not know how much revenue that this fee will generate until the 2025 renewal period.

Note 9- Currently, mobile units pay the same fee, no matter what they serve/prepare. So, a mobile unit that is only making doughnuts or scooping ice cream is paying the same amount as the food truck that is making complex, high risk foods. On the other side, a mobile unit that is serving/preparing high risk food is paying substantially less than the brick and mortar establishment serving the same items.

Note 10- Our current fee schedule lists this item, but previous Public Health Director advised staff to not license these facilities even though Washington State Food Code requires Local Health Jurisdictions to license and Department of Health liaison questioned our practice of not performing these duties. The Food Code defines beverage as a food, therefore businesses that are beverage related, such as wine tasting rooms, tap rooms, and distillery tasting rooms are required by the Food Code to get a permit. We propose to move these establishments to Risk 1 Food Establishment.

Note 11- Current fee schedule has a nonprofit annual license fee regardless of the risk category or size of establishment. We propose to move the establishments to their proper risk category with 0-30 seats and provide a nonprofit discount of 50% or 75%. That discount would allow us to provide that to nonprofits that are doing temporary events as well and annually licensed establishments.

Note 12- Current plan review process is that any plan review pays an initial fee of \$119 and then is billed at the end of the review for the hours used and the inspection. All other jurisdictions charge a flat fee for a certain number of hours. We have received feedback that our current process is difficult for establishments because they don't know what the cost is going to be. The proposed fee would allow most of the establishments to just pay the initial fee and only those establishments that are difficult or complex would pay an additional fee.

Note 13- Approximately 32% of our establishments are on an onsite wastewater disposal systems. Each year, the onsite department must review the annual inspection and work with the owner to correct any deficiencies in the system. At this point, all establishments are paying for this review in their annual fee. We propose to impose that cost on just the establishments that require that extra review.

Note 14- In the past, the late fee was 50% of the annual fee. At the last fee schedule update (I believe it was 2019), the late fee was changed to \$103. The plan (by the then Environmental Health Director) is that we would not be "chasing" establishments for their renewal fees. They would be assessed the late fee and then they would be closed if they don't pay. That is not what ended up happening. We usually contact the establishments twice before they are late and 2-3 more time after they are late before their licenses expire. We then contact them at least once before we notify them that they must closed as they are not licensed. This change also resulted in a large increase in the number of establishments that were late (the last 2 years, over 50% of the establishments were late). We propose to go back to the higher late fee but have a lower amount if they are only 2 weeks late vs 2-4 weeks late.

Note 15- CFPM- Certified Food Protection Manager class was required by the state as of March 2023. Most counties rely on the online classes & testing that are available through multiple vendors. We have an instructor/proctor that is certified to administer this class. This allows the people that wish to attend an in-person class to attend our training.

Note 16- CFPM Retest/Proctoring- The Certified Food Protection Manager retest/proctoring would allow us to administer a retest (if someone failed their previous exam) or to proctor a test for someone that attended an online class but does not want or cannot meet the requirements of on online test.

Note 17-We don't anticipate Special Process Permit, Produce Processing, and Administrative conferences to raise a significant amount of revenue but we do expect an increase in revenue from Plan Reviews.

**BEFORE THE BOARD OF HEALTH
OF
ISLAND COUNTY, WASHINGTON**

**IN THE MATTER OF ISLAND COUNTY BOARD)
OF HEALTH ADOPTING THE UPDATED)
2026 FOOD PROGRAM FEE SCHEDULE)**

BOH RESOLUTION: HD-02-25

WHEREAS, the Island County Board of Health is empowered pursuant to RCW70.05.060 to establish fee schedules for health services, and

WHEREAS, the Island County Board of Health is vested with the authority to establish and approve fee schedules for public health programs within its jurisdiction; and

WHEREAS, the Public Health Director, on July 15, 2025, presented to the Board a summary of proposed updates to the food program fee schedule for the year 2026; and

WHEREAS, the proposed 2026 fee updates are intended to more accurately align program fees with the actual staff time and complexity required for permitting and oversight; and

WHEREAS, a primary goal of these changes is to support a fair and sustainable funding model for the essential services provided by the food program; and

WHEREAS, the proposed schedule includes a reduction in annual fees for permanent food establishments across all risk categories, offering relief to local businesses; and

WHEREAS, the Public Health department has completed outreach to food industry professionals and has integrated community feedback into the proposed fee structure; and

WHEREAS, the Board of Health finds that adopting this balanced, tiered approach supports fairness, sustainability, and the local food economy.

NOW, THEREFORE, BE IT RESOLVED BY THE ISLAND COUNTY BOARD OF HEALTH:

1. The Board of Health hereby adopts the 2026 Food Program Fee Schedule as presented by the Public Health Director.
2. This new fee schedule shall supersede all prior food program fee schedules.
3. The fees shall become effective on January 1, 2026.

ADOPTED this _____ day of _____, 2025, by the Island County Board of Health.

**BOARD OF HEALTH OF ISLAND COUNTY
WASHINGTON**

Commissioner Janet St. Clair, Chair

Commissioner Jill Johnson, Member

Commissioner Melanie Bacon, Member

Commissioner Ron Wallin, Member

Mayor Ronnie Wright, Member

Resolution HD-02-25 is adopted this _____ day of _____, 2025 following public hearing.

**BOARD OF HEALTH OF ISLAND COUNTY
WASHINGTON**

Commissioner Janet St. Clair, Chair

Commissioner Jill Johnson, Member

Commissioner Melanie Bacon, Member

Commissioner Ron Wallin, Member

Mayor Ronnie Wright, Member

ATTEST:

Dr. Shawn Morris
Public Health Director

Quarterly Recommendation Letter



July 15, 2025

To Island County Board of Health,

In the spirit of collaboration, the Community Health Advisory Board is providing our quarterly recommendations for your consideration. Please note that due to this being our first formal submission of recommendations, it includes recommendations from the first two quarters of this year.

Recommendation 1: We remain concerned regarding provider availability (and lack thereof). While we are aware that this is an issue the state as a whole has been grappling with, as well as a primary finding in the CHA, we wanted to highlight for the Board as well. This continues to be an issue for our community, especially in regards to receiving culturally-appropriate care, treatment for substance use disorder or other behavioral health conditions, and vaccinations in a timely manner and recommend its prioritization.

Recommendation 2: Well-maintained septic systems are critical to protecting the health of our communities, especially our safe drinking water. We remain interested in exploring ways to ensure septic systems are effective and safe, and will invite the Board to join us future presentations and educational opportunities on this topic given our shared interest.

Recommendation 3: As the Board has learned in a recent session, our childhood immunization compliance is significantly lower than the state average. While we are aware that funding may be an issue, we also think it is worth considering a partnership with other local agencies or health systems to make vaccine clinics available to our communities. By reducing barriers to accessing care and increasing education, we believe we can improve our rates of vaccination and better protect the health of our communities.

Recommendation 4: Food systems are essential to the health and security of our communities. Many nonprofits and government programs work together to make sure we all have access to healthy, nutritious food. These programs meet fundamental needs of our population and should be prioritized and supported whenever possible, especially as federal or state funding is decreased or threatened.

Sincerely,

Island County Community Health Advisory Board

Community Health Advisory Board

Address: Island County, WA

Phone Number: N/A

Email: chab@islandcountywa.gov

Website: <https://www.islandcountywa.gov/233/Community-Health-Advisory-Board>

Island County Board of Health

From: Shawn Morris, Public Health Director

Date: July 15, 2025

Subject: Monthly Director's Briefing



Purpose: This update provides a summary of key activities and developments within Island County Public Health for your review.

I. Situational Awareness

1. Budget Updates

- a. **Foundational Public Health Services (FPHS):** We have successfully integrated the confirmed \$150,000 annual FPHS reduction into our proposed 2026 budget, following recent discussions with the Board of County Commissioners (BOCC).
- b. **Federal Funding:** We continue to closely monitor congressional budget negotiations, as well as specific federal programs including the National Estuary Program (NEP), Public Health Emergency Preparedness (PHEP), and Women, Infants, and Children (WIC).

Public Health Funding – State and Federal Impacts Tracking

Funding and Source	Impact	Amount
COVID-19 ELC, CDC Funding	Unspent funding of \$32,000 can now be extended for a 6-month period (was set to end July 2025).	No change
FPHS, State Funding	Reduction, confirmed	–\$150,000 annually
Public Health Emergency Prep, CDC	Uncertain, monitoring	No change
Nat’l Estuary Program for ILIO, EPA	Uncertain, monitoring	No change
Medicaid Administrative Claiming (MAC)	Uncertain, monitoring	No change
WIC, USDA Funding	Uncertain, monitoring	No change

2. **Lone Lake Water Safety Advisory** - A Lone Lake sample submitted on July 7 came back high for Anatoxin-a at 242 µg/L, a neurotoxin produced by cyanobacteria. This level warrants a “Warning” sign advising against water contact activities. Our team has installed a sign and is sharing information via social media to protect the public. Anatoxin-a is a potent nerve toxin and contact with water containing toxins can cause illness in humans, pets, and livestock.

3. Communicable Disease Update

- a. **Respiratory Illness:** Influenza activity is low; COVID-19 activity is low; RSV activity is low.
- b. **ACIP Update:** New ACIP members have rescinded some routine flu vaccine recommendations due to safety concerns about thimerosal – a mercury-based preservative

used in multidose vials for flu vaccine. According to the CDC, there is no evidence of harm caused by the low doses of thimerosal in vaccines, except for minor reactions like redness and swelling at the injection site. We will monitor for impacts to seasonal guidance and insurance coverage.

- c. **Rabies:** Every summer, we observe an increase in calls related to bat exposures. We are sharing the following prevention guidelines for community distribution:
 - i. Seek immediate veterinary care if your pet is bitten by a wild animal or has contact with a bat. Keep rabies vaccinations up-to-date for all dogs, cats, and ferrets as required by Washington State law. Contact your health care provider and local health department (360-678-2301) to assess potential exposure and the need for post-exposure prophylaxis (PEP).
- d. **Campylobacteriosis:** We continue to observe a seasonal increase in campylobacteriosis cases, which cause nausea, vomiting, and diarrhea. The primary cause is undercooked chicken, with a seasonal uptick related to barbecuing. Our key messages focus on safe food handling, including cooking chicken to a proper internal temperature of 165°F. Summer food safety tips are available at <https://www.islandcountywa.gov/940/Summer-Food-Safety-Resources>.

II. Department Updates

- 1. **Wastewater Proviso Report:** Our Wastewater Proviso Study is now complete. We are actively reviewing the findings and scheduling a work session to discuss findings with the Board. We look forward to reviewing findings in depth, which include recommendations to improve innovative septic technology allowed at the state level and local measures to expand the availability of community systems for affordable housing.
- 2. **Wildfire Smoke Preparedness:** Our PHEP Coordinator is working with the Department of Emergency Management (DEM) to share smoke preparedness information and coordinate community measures. Prevention resources are available at <https://doh.wa.gov/emergencies/be-prepared-emergencies/wildfire-smoke-preparedness>.
- 3. **August is National Water Quality Month:** As many of us drink more water in the summer, now is a great time to think about the quality of our drinking water. As water quality can change, it should be regularly tested. Contact your water provider or search Sentry for your water quality results. Although regular water quality testing is not required for Individual Water Systems and Two-Party Public Water Systems, it is strongly recommended.
- 4. **Staffing Changes:** We are pleased to announce the hiring of Elise Adams as our new MRC Coordinator. She joins our team with a background in outreach through NOAA's Northwest Fisheries Science Center and a Master's in Marine and Environmental Affairs from the University of Washington. We are currently recruiting for a CFF Coordinator and a Pollution Prevention and Assistance (PPA) Coordinator.

Island County Public Health

Helping our communities thrive.

For further information, please contact:

Dr. Shawn Morris at S.Morris@IslandCountyWA.gov

