

**Island County Board of Health  
Special Session - Friday, December 7, 2007  
Minutes**

**Members Present:** Commissioners Mac McDowell and John Dean; Barbara Saugen, WGH Commissioner; and Patty Cohen, Mayor of Oak Harbor.

**Members Absent:** Commissioner Philip Bakke; Roger S. Case, MD, Executive Secretary to the Board; Captain Colin Chinn, Medical Corps, U.S. Navy, Ex-Officio Member.

**Call to Order:** Chairman McDowell called this Special Session of the Island County Board of Health to order at 12:30 p.m.

**Additions or Changes to the Agenda:** As this is a special session, the agenda is set.

**Consideration of 2008 Environmental Health fees:**

Tim McDonald, Health Services Director, presented for the Board's consideration proposed Environmental Health fee revisions for 2008. The proposed revision increases Food Program fees by 30%, Living Environment fees by 36.5%, Drinking Water Program fees by 3.5%, Liquid Waste Program fees by 8.6%, and would maintain the same fees in all other Environmental Health programs. As the food establishment fees are proposed to be increased on very short notice, he asked the Board to consider offering establishments an option to pay for their permit semi-annually this year. Typically notices are out by Thanksgiving so invoicing is 2 weeks late this year. He suggested that the Health Department needs an option to assess a penalty for late payments in either the annual or semi-annual option. Commissioner McDowell recommended that the Health Department send food establishments that have opted for the semi-annual payment a reminder notice in June. A brief discussion followed.

**BOH Resolution HD-37-07 In the Matter of Revision of the Environmental Health Service Fee Schedule of the Island County Health Department**

Commissioner Dean moved to approve Resolution HD-37-07 as written. Barbara Saugen seconded and the Resolution was approved unanimously.

**Adjourn:** There being no further business, Commissioner McDowell adjourned the meeting at 12:50 p.m. The next Board of Health will be a Regular Meeting held on Monday, December 17, 2007 at 1:15 p.m.

Submitted: \_\_\_\_\_  
Roger S. Case, MD, Executive Secretary to the Board

Minutes approved this 17th day of December 2007

**ISLAND COUNTY BOARD OF HEALTH**

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Wm. L. McDowell, Board Chair