Call to Order: Welcome to this Regular Session of the Island County Board of Health.

Additions or Changes to the Agenda:

Approval of the Minutes:
October 18, 2016 Regular Session Attachment: 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.

Introductions:
1. Capt. Frederick J. McDonald, MC, USN – Naval Hospital Oak Harbor will introduce Capt. Martha A. Cutshall, Executive Officer at NASWI. Attachment: Biography

Presentations: Both will be led by Mary Anderson Community Health Advisory Board (CHAB) liaison.
1. CHAB quarterly update.
2. Community Health Improvement Plan (CHIP) update.

Contracts: Keith Higman, Health Services Director will present two contracts/agreements as follows:
   Attachment: No. 1059-16-2021

Legislative Update: None.

Report from Public Health: Keith Higman, Health Services Director

Adjourn: The next Regular Session of the Island County Board of Health will be held Tuesday, December 20, 2016 at 1:00pm in the Commissioners’ Hearing Room (B-102) in the Coupeville Annex Building.
Members Present: Commissioner Jill Johnson, Chair; Commissioner Helen Price Johnson; Commissioner Richard M. Hannold; Dr. Grethe Cammermeyer; Mayor Bob Severns, Capt. Frederick J. McDonald (Ex-officio member) and Dr. Brad Thomas, Executive Secretary to the Board

Audio Recording: https://www.islandcountywa.gov/Commissioners/boh/2016/1022.MP3

Call to Order: Commissioner Jill Johnson, Chair, called to order this Regular Session of the Island County Board of Health at 1:08 pm.

Additions or Changes to the Agenda Commissioner Helen Price Johnson asked to share information from the CDC at the end of the meeting. Capt. Frederick McDonald asked to speak at the end of the meeting as well. No addition of any action items. Agenda approved unanimously as presented.

Approval of Minutes: Commissioner Helen Price Johnson made a motion to approve the minutes as presented for the September 20, 2016 Regular Session. Mayor Bob Severns seconded the motion. Minutes of September 20, 2016 approved unanimously.

Public Input or Comment: None.

Presentations:

1. Keith Higman, Health Services Director set the stage and Laura Luginbill, Assessment & Healthy Communities Director introduced Mary Anderson the Community Health Advisory Board’s (CHAB) liaison to the Board of Health. Mary provided an update to the Community Health Assessment process including the progress made by the four CHIP Workgroups. A handout was distributed to all Board members, with outlines for each of the CHIP Workgroups’ eight Planning Sessions and details of each Workgroup (Access to Care, Depression and Suicide, Interpersonal Abuse and Housing) including; Work to Date, Next Steps, Next Meeting and Membership. Following a Q&A with the Board and on CHAB’s behalf, Mary inquired; 1. As to how the Board would like to receive future updates regarding the progress of the Workgroups and, 2. For specific comments to take back to all the CHAB members. Following Board comments, a decision was made: Individually, workgroups will report back to the Board of Health as milestones are met and they have narrowed down their focus as related to health.

2. Keith Higman, Health Services Director led the discussion about Foundational Public Health Services with a brief history of the Blue Ribbon Commission. An agenda attachment, titled, Foundational Public Health Services: A New Vision for Washington State provided a more current look and a glimpse into the future. Keith provided a two page summary sheet from www.publichealthisessential.org. A future discussion with the Board of Health will include Island County Public Health’s budget and how all local health services are funded.

Contracts: Keith Higman Health Services Director presented one contract as follows:

Legislative Update: None.

Public Health Report:
Keith Higman, Health Services Director

1. Supreme Court: The Hirst Decision – Whatcom County v. Eric Hirst et al. The Washington State Supreme Court confirms cities and counties need to consider water availability when planning for growth – October 6, 2016. “We will be looking at this decision closely to see how it affects what we do in regards to septic maintenance and water quality, not just the availability of water. As we learn more, the Board will be kept informed”, Keith Higman said.

2. The US Environmental Protection Agency is working with NASWI to address potential perfluorinated compounds (PFCs) contamination. Island County Public Health’s involvement is to provide residential well data to NASWI for sampling of wells outside the gates of NASWI.

Brad Thomas, Health Officer

1. Razor clams on western Washington beaches contain levels of domoic acid dangerous to humans when contaminated shellfish is consumed.

2. Mumps are in Spokane County.

3. Chicken Pox is affecting six families in So. Whidbey. New state “exclusion from school” regulation now requires families choosing no vaccinations for school aged children to keep affected children out of school for 21 days.

4. Narcan: Continued interest to get Narcan out into the community. Per local pharmacies, Narcan can be obtained without a prescription.

Capt. Frederick McDonald

1. Public Health Announcement: There are extreme flu cases in Skagit County affecting otherwise healthy (non-high risk) individuals with fevers of 103° - 104°F and respiratory issues. Good reminder to get your flu shot.

Board Comments/Announcements:

Helen Price Johnson: Provided a handout to all Board members titled: Today’s Heroin Epidemic CDC – Vitalsigns, July 2015 stimulating a further discussion regarding Narcan. Commissioner Price Johnson mentioned that first responders in Langley have Narcan available, and asked about Oak Harbor, the base and the hospital. Mayor Severns reported Oak Harbor’s first responders do not carry Narcan. Capt. McDonald stated hospital patients at NASWI may be offered Narcan, but base police and first responders do not carry Narcan. Dr. Grethe Cammermeyer said she would look into the details and report back. Commissioner Jill Johnson mentioned an article she sent to Keith Higman and Dr. Thomas, about “a bad dose of heroin” in a small community in West Virginia. Commissioner Johnson asked that the article be forwarded to the entire Board. Keith Higman will send this article out to all Board members.

Capt. Frederick J. McDonald: Announced that his tour at NASWI will be ending next year (late summer), clarified statements made at previous meetings which might have been misunderstood, announced that Capt. Christine Sears, MC, USN will be taking over at Naval Hospital Oak Harbor following the end of his assignment and that he will be introducing, at November’s Regular Session, Capt. Martha A. Cutshall, the new Executive Officer at NASWI.

Adjourn: There being no further business before the Island County Board of Health Mayor Bob Severns made a motion to adjourn. Grethe Cammermeyer seconded the motion. Session adjourned at 2:22 pm.

The next Regular Session of the Island County Board of Health is scheduled for Tuesday, November 15, 2016 in the Commissioners’ Hearing Room B-102 – Coupeville, Annex.

Submitted: __________________________ Minutes approved this _____ day of _____ 2016
Brad Thomas, MD

Br"ad Thomas, M.D., Executive Secretary to the Board of Health (360) 240-5575
CAPT Cutshall was commissioned in the United States Navy in the Spring of 1992 and was assigned to Naval Regional Medical Center, Oakland, California where she began her nursing career as a staff nurse in the Neonatal Intensive Care/Pediatric Intensive Care Unit. In March 1994, she was forward deployed with 2nd Marine Security Forces/Fleet Hospital Six to Zagreb, Croatia as part of United Nations Operation Provide Promise.

In January 1995, she was assigned OCONUS and served on the Multi-Service Ward, the Emergency Room, and the Field Battalion Aid Station in support of Operation Sea Signal in Guantanamo Bay, Cuba. Upon her return from overseas, she successfully completed Instructor Training School and was assigned to the Naval School of Health Sciences, San Diego, California where she served as Company Commander and Instructor. During this tour she completed her Master’s degree in Human Resource Management.

In November 1997, she was assigned OCONUS to Naval Hospital, Guantanamo Bay, Cuba and served as the Department Head for the Inpatient Multi-Service Ward. Additionally, she was responsible for all emergent MEDEVACS and served with the Minefield Maintenance Marine Detachment.

In June 2001, she earned a Master’s Degree in Health Care Systems/Business Administration at the University of San Diego. As part of her utilization tour, she was assigned to the Naval Ambulatory Care Center, Port Hueneme, California as the Business Manager/Department Head. She also served as the Emergency Management/Disaster Preparedness Officer.

In January 2003, she was assigned to duty in the Emergency Department at Naval Hospital Camp Pendleton in response to the deployment of personnel in support of Operation Iraqi Freedom. Upon completion of that assignment, she was selected as the project manager for the turnover of a contract clinic to government ownership and subsequently served as the Business Manager/Department Head for the new clinic.

Operationally oriented, she was assigned to 1st Marine Logistics Group, 1st Medical Battalion in May 2004. She served as acting Commanding Officer (CO) and upon the return of the CO from deployment, stepped into the role of Executive Officer (XO). Additionally, she served as the S-2/3 (Plans, Operations, and Medical Intelligence Officer) for the Battalion. During this tour she completed 2 combat deployments in support of Operation Iraqi Freedom with 1st Marine Division as the Patient Evacuation Team Officer in Charge (OIC), and earned qualification as a Fleet Marine Force Warfare Officer (FMFWO).

In July 2007, she was assigned to Naval Medical Center San Diego, CA where she served as the Division Officer for the Comprehensive Combat Casualty Care/Surgery Ward, in July 2008 was assigned as Department Head of Naval Base North Island Branch Clinics and as the Emergency Management Officer for the North Island based Commanding Officer.

In July 2009, she was assigned to Headquarters Marine Corps as the first Nurse Corps Officer and served as the Marine Corps representative for health service support for combat operations and Joint Healthcare initiatives. She additionally served as the USMC, U.S. representative for the American, British, Canadian, and Australian/New Zealand Armies (ABCA). She was appointed by the Assistant Commandant of the Marine Corps as Program Manager for the USMC FMFWO Program.

In October 2013, she was assigned to Naval Medical Center San Diego where she served as Assistant Department Head for the Emergency Department and Assistant Director for Medical Services.

CAPT Cutshall has been awarded the Meritorious Service Medal (five awards), the Navy and Marine Corps Commendation medal (two awards), Navy Achievement Medal (three awards), Joint Meritorious Unit Award (two awards), Navy Meritorious Unit Commendation, Iraqi Campaign Medal, Fleet Marine Force ribbon, Coast Guard Special Operations Ribbon, National Defense Service Medal (two awards), Armed Forces Service Medal, Humanitarian Service Medal (two awards), Navy Overseas Service Ribbon (two awards), Coast Guard Meritorious Unit Commendation, United Nations Medal, and the NATO Medal.
INTERLOCAL AGREEMENT
BETWEEN
TACOMA-PIERCE COUNTY HEALTH DEPARTMENT
And
ISLAND COUNTY PUBLIC HEALTH

This Interlocal Agreement is made and entered into by and between the Tacoma-Pierce County Health Department, hereinafter referred to as DEPARTMENT, and ISLAND COUNTY PUBLIC HEALTH hereinafter referred to as the Local Health Jurisdiction. The DEPARTMENT and the Local Health Jurisdiction are collectively referred to as the “parties.”

I. RECITALS

WHEREAS, the DEPARTMENT and the Local Health Jurisdiction are local health departments as provided for under Chapters 70.05, 70.08, or 70.46 RCW, with authority under Chapter 246-217 WAC to issue food worker cards; and

WHEREAS, it is the purpose of this Interlocal Agreement to provide for the funding and execution of services as described in Addenda A and B, attached hereto and incorporated herein; and

WHEREAS, the parties have the authority to enter into this Agreement pursuant to RCW 39.34.080.

II. DEFINITIONS

As used herein, the following terms shall have the meanings set forth below:

A. Agreement means this Interlocal Agreement together with the attached Addenda, and any other documents incorporated therein. Any oral representations or understandings not incorporated herein are excluded. Attached hereto and made a part hereof for all purposes are the following:

<table>
<thead>
<tr>
<th>Addendum</th>
<th>Number of Pages</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>2</td>
<td>Scope of Work</td>
</tr>
<tr>
<td>B</td>
<td>1</td>
<td>Allocation of Fees</td>
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B. Department Representative means the individual or individuals designated and authorized by the DEPARTMENT to receive notices and to act for it in all matters relating to this Agreement, or the designee of such individual.

C. Local Health Jurisdiction’s Representative means the individual designated and authorized by the Local Health Jurisdiction to receive notices and to act for it in all matters relating to this Agreement, or the designee of such individual.

D. Services means all work performed by the DEPARTMENT or the Local Health Jurisdiction pursuant to and governed by this Agreement, including Addenda A and B.

III. TERM

The term of this Agreement shall be: January 1, 2017 through December 31, 2021, unless amended or terminated earlier pursuant to the terms and conditions herein. Should this Agreement be signed after the term beginning date stated herein, then it shall be retroactive and binding to that date.

IV. PAYMENT

Payment for the services described in Addendum A shall be provided as set forth in Addendum B, attached hereto and incorporated by reference.
V. HOLD HARMLESS

Except as otherwise provided herein, each party shall defend, protect, and hold harmless the other party, and its appointed and elected officials, employees, and agents from and against all liability, loss, cost, damage and expense, including but not limited to costs and attorney's fees, because of claims, suits and/or actions arising from any negligent or intentional act or omission asserted or arising or alleged to have arisen directly or indirectly out of or in consequence of the performance of this Agreement by that party's appointed or elected officials, employees, and agents.

VI. RECORDS MAINTENANCE

The DEPARTMENT and the Local Health Jurisdiction shall each maintain books, records, documents, and other materials, including but not limited to online data, that sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject to copying, inspection, review, or audit by personnel of either party, and other personnel duly authorized by law. The DEPARTMENT shall retain all books, records, documents, online data, and other material relevant to the services described in Addendum A, which materials shall be made available to the Local Health Jurisdiction upon request.

VII. TERMINATION

Except as otherwise provided for herein, either party may terminate this Agreement by giving the other party at least ninety (90) days written notice. If this Agreement is so terminated, each party shall be liable only for performance in accordance with the terms stated herein for services rendered prior to the effective date of termination.

VIII. CHANGE IN FUNDING

If the funding authorities of the DEPARTMENT (Federal, State, and local agencies) fail to appropriate funds to enable the DEPARTMENT to continue payment as specified in this Agreement or if the Board of Health reduces the budget of the DEPARTMENT or any program(s) and, as a result of the Board of Health's action, the DEPARTMENT's Director of Health determines there are insufficient funds to continue payment as specified in this Agreement, then the DEPARTMENT may modify or cancel this Agreement without penalty provided that the Local Health Jurisdiction receives at least ninety (90) days prior written notice of lack of appropriated funds as the reason for the modification or termination. Any modification of this Agreement shall be effective only upon incorporation into a written amendment as set forth in Section XI.

IX. INTERPRETATION

In the event of an inconsistency found in the terms and conditions contained within this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable Federal and State Statutes and Regulations;
- Addenda A and B; and
- The provisions of this Agreement.

X. PERFORMANCE

The DEPARTMENT shall perform all services in accordance with all applicable professional standards and agrees that it will use only qualified, competent personnel in the execution of these services.

XI. AMENDMENTS

Either party may request changes to this Agreement. Proposed changes, which are mutually agreed upon, shall be incorporated by written amendments to this Agreement. No changes to this Agreement are valid or binding on either party unless first reduced to writing and signed by the Representatives of both parties.
XII. NON-DISCRIMINATION

Each party covenants that in providing the services described in Addendum A, no person shall be excluded from participation therein, denied the benefits thereof, or otherwise be subjected to discrimination with respect thereto on the grounds of marital status, presence of any sensory, mental, or physical handicap, unless based upon a bona fide occupational qualification, race, creed, color, national origin, age, religion, gender, sexual orientation, disabled veteran status or Vietnam Era Veteran status.

XIII. DISPUTES

This Agreement shall be administered and interpreted under the laws of the State of Washington. In the event that a dispute arises in the interpretation or application of this Agreement, both parties are to proceed to good faith negotiation to resolve said disputes. The parties may also agree in writing to mediation if negotiation is not successful in resolving the dispute. However, in the event such disputes cannot be resolved, the dispute may be appealed to the parties' Local Health Officer or his /her designee for resolution. In the event the Local Health Officers are unable to resolve the dispute, either party may pursue relief in Superior Court. Jurisdiction of litigation arising from this Agreement shall be in the State of Washington. Venue for all actions arising pursuant to this Agreement shall lie within Pierce County, Washington.

XIV. SERVICES MANAGEMENT

The work described in Addendum A shall be performed under the coordination and cooperation of both party representatives. Each party shall provide assistance and guidance to the other party as necessary for the successful performance and goals of this Agreement.

XV. ALL WRITINGS CONTAINED HEREIN

This Interlocal Agreement contains all the terms and conditions acknowledged by both parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind the parties hereto. This Agreement supersedes any prior written agreements between the parties relating to the work described in Addendum A.

IN WITNESS THEREOF the parties hereto have executed this Agreement as of the date(s) set forth below.

Local Health Jurisdiction  
Richard M. Hannold, Chair  
Island County Board of Commissioners  

DEPARTMENT  
Frank DiBiase  
Division Director  

AND

Jill Johnson, Chair  
Island County Board of Health  

Christopher Schuler  
Business Manager  

Island County Public Health  
PO Box 5000  
Coupeville, WA 98239  

Tacoma-Pierce County Health Department  
3629 South D Street, MS 001  
Tacoma, WA 98418  
(253) 798-2899
ADDENDUM A: SCOPE OF WORK AND SPECIFIC CONDITIONS

This Addendum A applies to Agreement # 1059-16-2021 between The TACOMA-PIERCE COUNTY HEALTH DEPARTMENT (DEPARTMENT) and ISLAND COUNTY PUBLIC HEALTH (Local Health Jurisdiction). In addition to the terms and conditions set forth in the Agreement, the parties agree as follows.

1. **Local Health Jurisdiction’s Responsibilities:**

   1.1. Authorize the DEPARTMENT by means of this Agreement to act as the Local Health Jurisdiction’s “Designated Agent” and provide online food worker training, testing and card issuance to residents of Island County and any out-of-state residents who state they work in Island County, as permitted under Chapter 246-217 WAC.

   1.2. Hold the DEPARTMENT harmless from any actual or purported loss of online food worker training, testing and card issuance income during times of unavoidable lack of access to the DEPARTMENT’s training, testing and card issuance web site.

   1.3. Maintain the security of the data originating from and contained in the online food worker card database. This includes but is not limited to adhering to the standard practices for strong password generation and user account management. The Local Health Jurisdiction shall not grant unauthorized parties access to the confidential data originating from or contained in the online food worker card database.

2. **The DEPARTMENT’s Responsibilities:**

   2.1. Provide online food worker training, testing and card issuance services as a designated agent of the Local Health Jurisdiction in accordance with the State of Washington’s requirements under Chapter 246-217 WAC.

   2.2. Ensure a good-faith effort to maintain a training, testing and card issuance web site that functions and is accessible to residents of Island County and any out-of-state residents who state they work in Island County.

   2.3. Provide Local Health Jurisdiction with the location of a website to which residents of Island County and any out-of-state residents who state they work in Island County may be directed for online training, testing and card issuance. The DEPARTMENT may change the location of the website, but must provide re-direction to a new site with a minimum of thirty (30) days advance notice to Local Health Jurisdiction.

   2.4. Provide access to the software to print a food worker card with the Local Health Jurisdiction logo which shall be valid throughout the State of Washington for a minimum period of two years from the date of issuance.

   2.5. Establish a secure online payment gateway and service that will permit online payment services via credit cards, including but not limited to Visa and MasterCard, as well as debit cards.

   2.6. Provide and pay for an online maintenance agreement with an outside contractor to provide technical support of the website and online programming of the online food worker card software.

   2.7. Provide Local Health Jurisdiction with a written statement of income on a quarterly basis, or as frequently as the parties may otherwise agree, or a link to an online report providing the same information.

   2.8. Provide support and service to Local Health Jurisdiction during regular DEPARTMENT hours of operation to ensure Local Health Jurisdiction has the ability to respond to queries from residents of Island County and any out-of-state residents who state they work in Island County.
3. **Public Records Requests.**

3.1 The DEPARTMENT holds the records and data generated by the Food Workers Card software as the Local Health Jurisdiction's designee. The DEPARTMENT will provide all such materials to the Local Health Jurisdiction in response to any public record request the Local Health Jurisdiction may receive relating to the Food Workers Card database. The Local Health Jurisdiction will be responsible for releasing the records to the requester in accordance with Chapter 42.56 RCW and Chapter 44-14 WAC. When the Local Health Jurisdiction requests records, the Local Health Jurisdiction must clearly describe the records that are being requested. The DEPARTMENT will notify the Local Health Jurisdiction as to the number of days it will take to gather the responsive records. Any public records requests received by the DEPARTMENT will be fulfilled by the DEPARTMENT. In the event the DEPARTMENT receives a request for public records regarding the Local Health Jurisdiction's records, the DEPARTMENT will notify the Local Health Jurisdiction of the request prior to releasing the records.

4. **Liaisons for the Agreement:**

On behalf of the DEPARTMENT: Donald Foreman
Environmental Health Specialist III
Tacoma-Pierce County Health Department
3629 S D Street
Tacoma, WA 98418
Phone: (253) 798-3515
Fax: (253) 798-6539
Email: dforeman@tpchd.org

On behalf of the Local Health Jurisdiction: Michele Tefft, Administrative Services Director
PO Box 5000
Coupeville, WA 98239
Phone: (360) 678-7860
Email: me.tefft@co.island.wa.us
ADDENDUM B: ALLOCATION OF FOOD WORKER CARD FEES

This Addendum B applies to Agreement # 1059-16-2021 between The TACOMA-PIERCE COUNTY HEALTH DEPARTMENT (DEPARTMENT) and ISLAND COUNTY PUBLIC HEALTH (Local Health Jurisdiction). In addition to the terms and conditions set forth in the Agreement and Addendum A, the parties agree as follows:

1. Fee Allocation and Method of Payment:

   1.1. During the period January 1, 2017 through December 31, 2021, the DEPARTMENT will collect on behalf of the Local Health Jurisdiction the maximum fee established under Chapter 246-217 WAC, as now or hereafter amended.

   1.2. The DEPARTMENT will retain a $3.00 per card fee as payment for the services described in this Agreement from each online food worker card issued online to a resident of Island County and any out-of-state resident who states he or she works in Island County and who enters the www.foodworkercard.wa.gov testing website (or a successor site) by means of the Local Health Jurisdiction’s web link, the DEPARTMENT’s web link, or any other approved link. The balance of the monies collected under Chapter 246-217 WAC shall be remitted to the Local Health Jurisdiction in accordance with the terms set forth below.

   1.3. The DEPARTMENT may impose and retain a surcharge or equivalent assessment intended to recoup any credit card processing fees. Such a surcharge or equivalent assessment will be paid directly by the food worker (not by the Local Health Jurisdiction), and shall not be included in the fee allocations and methods of payment described elsewhere in this section.

   1.4. If the actual and indirect costs incurred by the DEPARTMENT to provide the services described in this Agreement exceed $3.00 per card, the DEPARTMENT may, in its sole discretion, increase the amount it retains as payment for services to offset the difference and the amount remitted to the Local Health Jurisdiction will be reduced. Written notice of rate increases, if any, will be provided in writing ninety (90) days in advance to the Local Health Jurisdiction.

   1.5. The DEPARTMENT will retain a $1.00 per card fee for the services described in this Agreement from each replacement food worker card issued online to a resident of Island County and any out-of-state resident who has lost his or her original food worker card; provided, he or she works in Island County, purchases a replacement food worker card without taking the online test, and enters the www.foodhandlerscard.com testing website (or a successor site) by means of the Local Health Jurisdiction’s web link, the DEPARTMENT’s web link, or any other approved link. The balance of the monies collected under Chapter 246-217 WAC shall be remitted to the Local Health Jurisdiction in accordance with the terms set forth below.

   1.6. If a food worker from a Local Health Jurisdiction challenges the validity of a payment for an online food worker card and the credit card company charges back or reverses the payment, the Local Health Jurisdiction agrees to pay any fees and costs associated with the cost of the reversal. Currently these fees are $25.00 per transaction in addition to the actual amount reversed.

   1.7. The DEPARTMENT shall remit monies owed to the Local Health Jurisdiction on a quarterly basis, together with a written statement of income received, or as frequently as the parties may otherwise agree, or a link to an online report providing the same information. Said funds and the quarterly statement shall be mailed to the Local Health Jurisdiction at the address stated below within 20 business days of the end of the quarter.

   1.8. At the written request of the Local Health Jurisdiction Representative the DEPARTMENT may enter into agreements with institutions such as Department of Corrections to provide food worker cards for residents of Island County that are not permitted internet access. The DEPARTMENT will retain $10.00 per card fee for this service.
2. **Remittance Address:** DEPARTMENT will remit payment to the address stated below:

   Island County Public Health  
   PO Box 5000  
   Coupeville, WA 98329

3. **Accounting Information:**

   3.1. Source of Funding: N/A

   3.2. DEPARTMENT Program Number: 1059-Food Safety