



# MULTNOMAH COUNTY AGENDA PLACEMENT REQUEST

(Revised: 09/23/13)

## Board Clerk Use Only

Meeting Date: 8/6/15  
Agenda Item #: R.2  
Est. Start Time: approx 9:35 am  
Date Submitted: 7/2/15

**Agenda Title:** **RESOLUTION Establishing Fees and Charges for Chapter 21, Health, of the Multnomah County Code, and Repealing Resolution No. 2014-084**

*Note: Title should not be more than 2 lines but sufficient to describe the action requested. Title on APR must match title on Ordinance, Resolution, Order or Proclamation.*

## Requested

**Meeting Date:** August 6, 2015 **Time Needed:** 20 minutes

**Department:** Health **Division:** Community Health Services

**Contact(s):** Jae Douglas, Christie Sweitz, Jeff Martin and Mark Adams

**Phone:** 503/988-3400 **Ext.:**  **I/O Address:** 231/3/350

**Presenter Name(s) & Title(s):** Jae Douglas, Director, Environmental Health Services, Christie Sweitz and Jeff Martin, Environmental Health Supervisors; and, Judy Craine, Food Service Advisory Committee Chair & Local Restaurant Owner

## General Information

### 1. What action are you requesting from the Board?

Adoption of resolution updating food, pool, and tourist/traveler facility license fees.

### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

This action will allow for recovery of administrative costs. A comprehensive staffing needs analysis was performed identifying the appropriate inspection time for each type of inspection conducted by health inspectors. This information was used in conjunction with a state mandated formula to create license fees that reflect the time needed for performing quality inspections of all licensed facilities using a full service recovery methodology. The proposed fees are reflective of a combination of forecast and historic inspection and support-work times and associated full cost recovery methodology.

### 3. Explain the fiscal impact (current year and ongoing).

None – will allow for recovery of administrative costs.

### 4. Explain any legal and/or policy issues involved.

The proposed fees will allow for recovery of costs associated with the provision of inspections, monitoring and licensing of specific categories of food, pool, and tourist/traveler facilities in January 2016.

**5. Explain any citizen and/or other government participation that has or will take place.**

The Multnomah County Board-appointed citizen advisory group (Food Service Advisory Committee) reviewed and approved the fee proposal. ☐

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**Required Signature**

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**Elected  
Official or  
Department  
Director:**

Tricia Tillman, Public Health Dir /s/

**Date:**

7/2/15

*Note: Please submit electronically. Insert names of your approvers followed by /s/ - we no longer use actual signatures. Please insert date approved.*