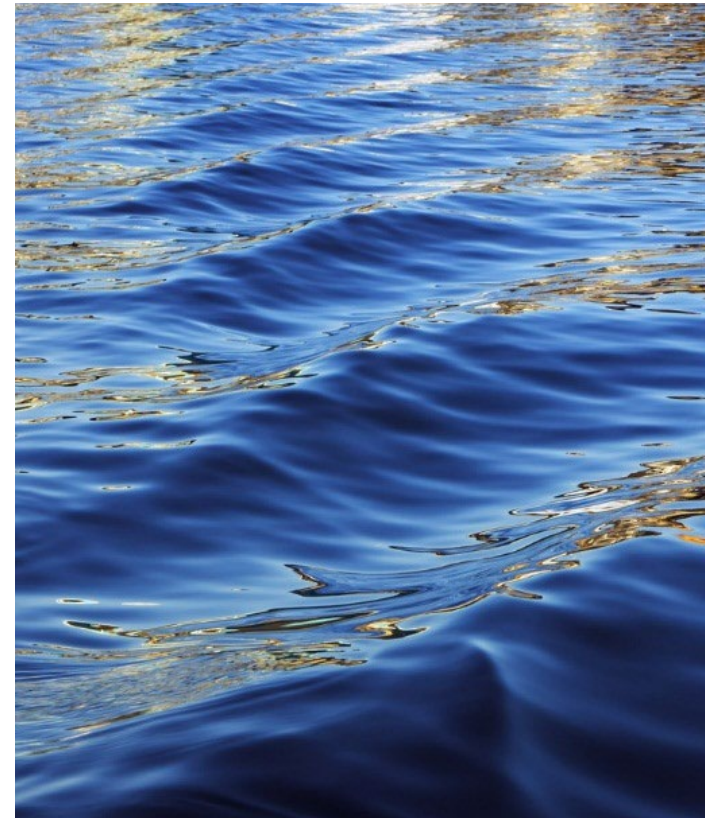


2025 BOS Workshop: January 15, 2025

Environmental Health

Division of Public Health

Presented by: Marlayna Duley, Director



EH Contributions to the County Strategic Initiatives

Priority Initiative for 2025

- **Effective County Government**

- Improvement of operational efficiency
Digitize the remaining 60% of all paper files.
This will reduce staff time in responding to public records requests & site reviews.
- Begin implementing digital plan reviews.

- **Safe & Healthy County**

- Collaborate with PBS to streamline review processes & update the Coastal Groundwater Study including the Proof of Water standards.
- Fill open positions in CP & LU to ensure adequate staffing.

- **Thriving Economy**

- Implement new Micro Enterprise Home Kitchen Operation (MEHKOs) program
- Support expansion of water & sewer districts within the County.

- **Prepared & Resilient County**

- Review & update REHIT hazardous materials emergency response team MOU with the local fire districts.
- Require staff be ICS 300 & 400 trained.
- Coordinate and prepare for illnesses, outbreaks, & recalls with Public Health Nursing & Emergency Preparedness

Public Health & Environmental Health

Environmental Health is a foundational aspect of the core functions of a Public Health Department with programs aimed at protecting the public from hazards, both natural and man-made.

“Our Mission is to safeguard the public from diseases and health hazards related to water, food, sewage, hazardous materials, solid waste, and other environmental factors.”

Environmental Health

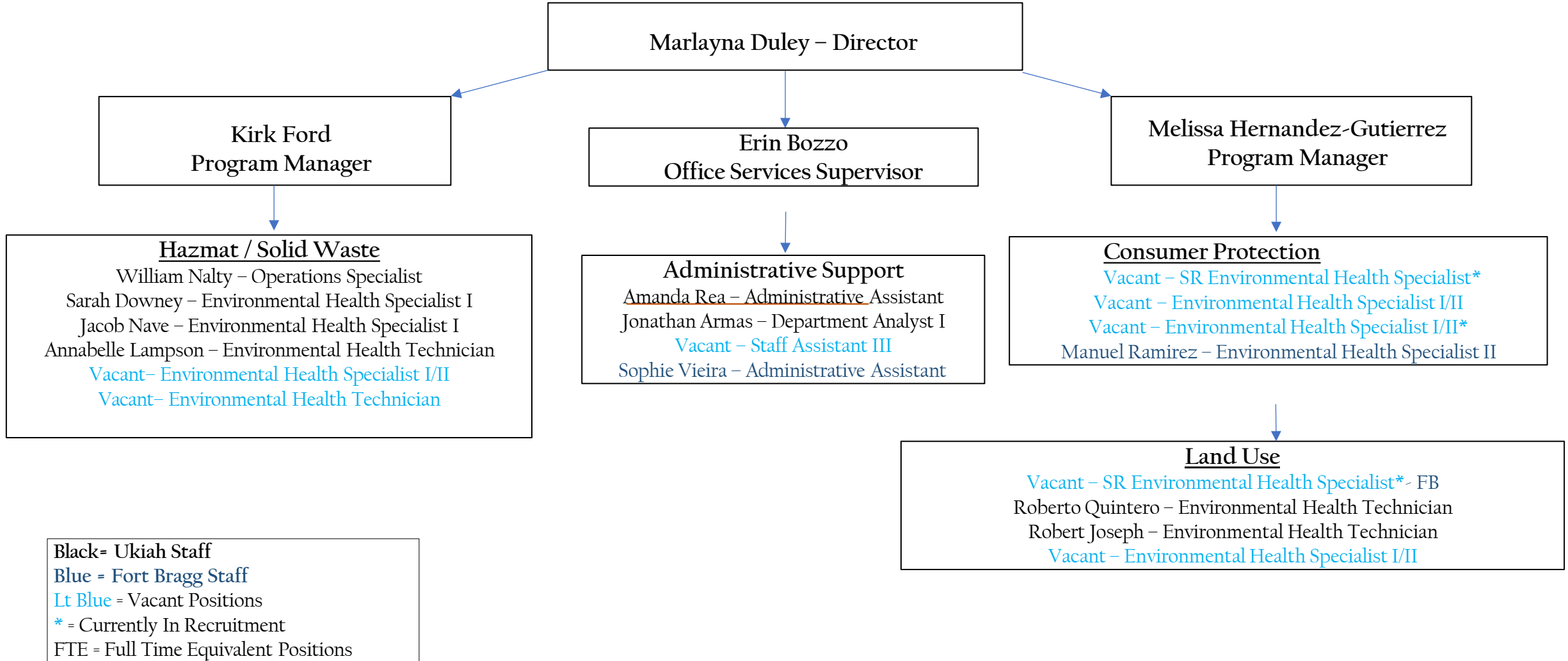
Department Overview & Priorities

- **Organizational Chart**
- **Program Service Areas:**
 - Consumer Protection
 - Land Use
 - HazMat
 - Administrative

- **Strategic Initiatives & Goals:**
 - Single walled UST
 - MEHKOs
 - Toshiba Scanning
 - Move Coast Office
 - Public Health Accreditation
 - Proof of Water Procedures
 - Intergovernmental Projects



ENVIRONMENTAL HEALTH ORG CHART

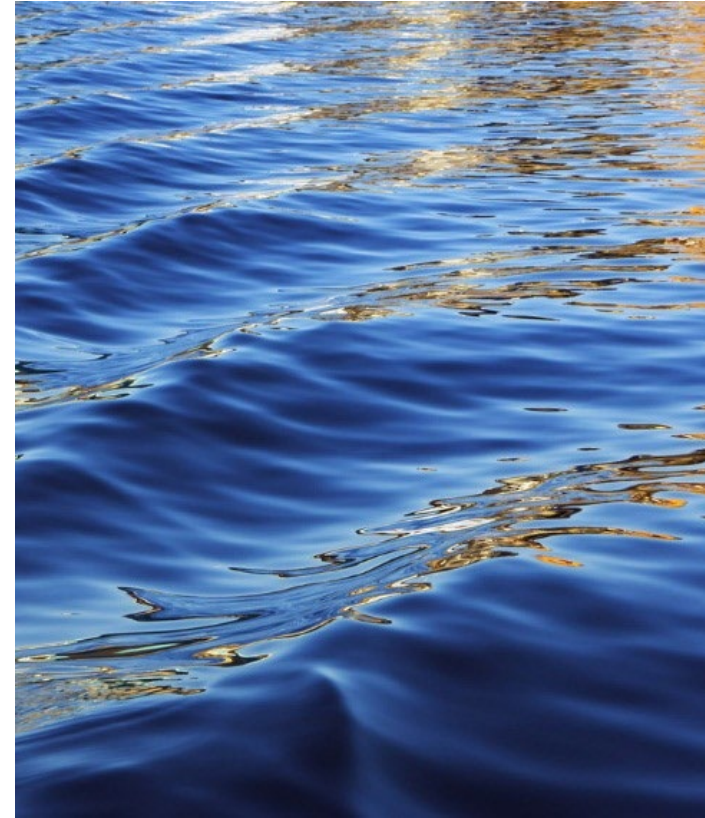


Black= Ukiah Staff
 Blue = Fort Bragg Staff
 Lt Blue = Vacant Positions
 * = Currently In Recruitment
 FTE = Full Time Equivalent Positions



Programs & Services

Environmental Health



Consumer Protection

Comprehensive Responsibilities

- Retail Food Facilities & Cottage Food Facilities
- Community Events & Farmers' Markets
- Body Art Facilities & Practitioners
- Organized Camps
- Detention Facilities (County Jail and Juvenile Hall)
- State Small Water Systems (5 to 14 connections)
- Public Pools and spas
- Foodborne Illness Investigations
- Complaint response and resolution
- Food Handler Education & Certification

Land Use

- Permitting and inspection of septic systems
- Permitting and inspection of water wells
- Proof of Water review and approval
- Review of building permits
- Review of discretionary PBD project referrals – inland & coastal
- Review of land division & boundary adjustment applications
- Review of Coastal Development permits and use permits
- Septic Pumper Truck Inspections
- Sample collection for state ocean water monitoring program
- Sample collection for state shellfish poisoning program
- Complaint response and resolution

Hazardous Materials

Comprehensive Responsibilities

HazMat is comprised of the Certified Unified Permit Authority (CUPA) & the Local Enforcement Authority (LEA).

- Hazardous material spill response
- Permitting and inspection of underground storage tanks
- Permitting and inspection of hazardous waste generators
- Registration, permitting and inspection of solid waste facilities
- Oversight of solid waste facility closure
- Permitting and inspection of underground tank removal
- Permitting and inspection of monitoring well construction
- Permitting and inspection of monitoring well removal
- Complaint response and resolution

Administrative Team

- Staff are responsible for:
- Website Management
- Communication with public
- Billing – annual invoices & on demand
- Weekly Deposits of cash, check, & card
- Records management
- Revenue management and reporting
- Reception, logging and assignment of complaints
- Public Record Requests
- Data entry of PBS applications & referrals
- Administrative support of technical staff

2024 Projects & Inspections

- 75 Water Well Applications:
 - 69 issued & 6 pending information from applicant
- 114 Engineered Septic Designs:
 - 62 approved, 35 under review, 17 information requested of engineer
- 852 Plan Reviews with 732 building permits, 69 coastal development permits, 41 food and pool plan reviews, 650 Reviews Approved, 101 Pending review, 55 pending information from applicant
- 159 Complaints were received with 87 now closed and 68 pending abatement
 - 28% Septic System Related
 - 22% Restaurant Related
 - 16% Hazardous Materials Related
 - 15% Solid Waste & Odor Related
- 1833 Site inspections
 - 512 Hazardous Materials Business Plans
 - 493 Fixed Food Facilities
 - 240 Hazardous Waste Generator
 - 142 Pool & Spa
 - 92 Above Ground Storage Tanks
 - 76 Temporary Food Booths
 - 72 Septic Systems
 - 63 Underground Storage Tank
 - 45 Mobile Facility
 - 25 Septic Pumpers
 - 21 Solid Waste Facilities
 - 21 Body Art Facilities



Strategic Initiatives

2025

Environmental Health



Single Walled Underground Storage Tank (USTs)

Locations

- Albion Grocery – Albion
- Eel River Fuels – Fort Bragg
- Eel River Fuels – Little River
- Express Mart State – Ukiah
- R & D Gas & Mini Mart – Ukiah
- Rinehart Oil – Ukiah
- Round Valley Unified School District
- Ukiah Food & Liquor
- Ukiah North Chevron

Equipment to be Replaced in 2025

- 1 Tank and Piping
- 1 Tank and Piping
- 3 Tanks
- 3 Tanks
- 3 Tanks
- 1 Tank and Piping
- 3 Units of Piping
- 2 Tanks
- 3 Tanks



MEHKOs

- Environmental Health will be bringing a request before the Board for authorization to create and implement a new program in our County. The Micro Enterprise Home Kitchen Operation (MEHKO) would allow for use of a personal residence to prepare and sell food. The department has received \$46,645 in grant funding to develop and implement this program.
- In October 2024 EH presented the draft recommendations in support of this program to the General Government Committee and received feedback and direction.



EH Interdepartmental Projects

- **EH & PBS Priority Projects:**
 - Streamline the EH review of planning and building applications & improve customer service our shared counters.
 - Updated Proof of Water Testing guidelines and procedures
 - The Coastal Groundwater Guidelines is being revised as part of a California Coastal Commission Grant administered by PBS.
 - Fort Bragg Office Move
 - From 120 W. Fir Street to the Avila Center
- **EH & Public Health Coordination**
 - Coordination with Public Health Communicable Disease Nursing & Emergency Preparedness:
 - Foodborne Illness Outbreaks
 - Standardized processes & procedures
 - Public Health Emergencies
 - **Current Priorities:**
 - Monitoring H5N1 – Avian Flu outbreaks and recalls of raw milk
 - Public Health Accreditation

EH Department Goals for 2025



Improve Inspection Frequencies in the Consumer Protection Program

Currently there is 1 FTE assigned to food inspections. Hiring 2 additional staff is a goal for 2025. The program aims for each inspector to conduct 11 inspections a week resulting in each facility being seen at least once in a calendar year. This will improve the citizen health & safety county wide.



Complete the Fort Bragg Move this FY



Digitize Paper Files this Calendar year:

This will result in 100 % of the departments paper files being digitized.

To date all Hazardous Materials files are digital. By the end of the year the Consumer Protection, Land Use, LEA files will be as well.

Renew REHIT MOU with the Fire Districts