Environmental Health

FEE SCHEDULE PROPOSAL – REQUESTED INFORMATION

APRIL 5, 2019

Objectives

- The Chief Health Officer/Board of Health (BOH) issued a requirement that Environmental Health (EH) be completely self-sufficient.

"*Due to the elimination of Health Aid to Counties funding and at the direction of the Chief Health Officer, the Environmental Health Division is working toward becoming 100% self-sufficient.*"

Nov. 20, 2003; Reiterated at several BOH meetings in 2007 during fee schedule discussions.

- Adjust Environmental Health (EH) fees for growth, cost recovery, and return the program to self-sufficiency.

On The Horizon

- Current Envision Connect software used by EH staff is to be unsupported and then retired by the vendor in the near future. (3-5 year estimated timeframe)

- EH will need to purchase another software program. Implementation of a new program is estimated to cost $1.5 to $3 million dollars.

Proposal — What is Needed

To meet the EH goal of providing a safe and healthy environment for all residents and visitors, EH requires:

- Increased Staff
- Related Capital Equipment
- Additional Space

- 19.6% Overall Fee Increase
  - Total $3.8M Increase; Additional 18 Full Time Employees
- 3% Yearly Increase to Account for Inflation/Growth
- Clarify Existing Fees

Recommendation to Keep Future Fee Increases Low

- Three percent yearly increase to pay for growth and sustainability going forward.
  - Small yearly increase that can be budgeted for by permit holders.
  - Can be paused by Board of Health during an economic downturn.

- Tie EH Fees to the Western Consumer Price Index (CPI) to ensure that fees continue to pay for growth and sustainability going forward.
  - Used by Washoe County, NV for their Environmental Health Fees.
  - No or variable increase in fees depending on this CPI.

New Staff Requested

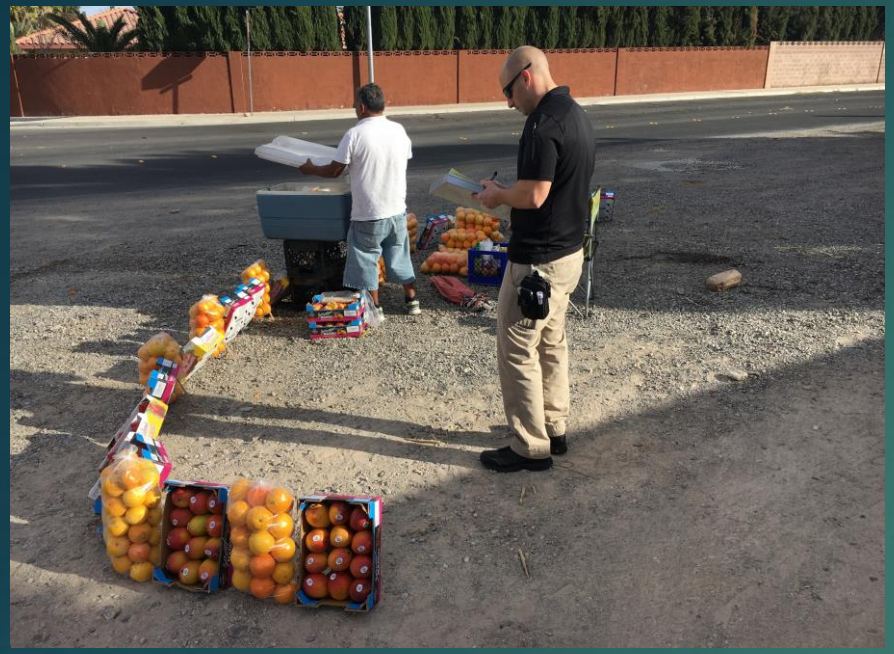
- **FOOD OPERATIONS:**
  - 7 Environmental Health Specialists (2 for Illegal Vending Support)
  - 1 Manager
  - 1 Supervisor
  - 1 Senior Environmental Health Specialist
  - 1 Administrative Assistant
- **CONSUMER HEALTH:**
  - 3 Environmental Health Specialists (FDAP, Special Programs, & Pool Plan Review)
  - 1 Senior Environmental Health Specialist (Pool Plan Review)
- **SOLID WASTE**
  - 2 Environmental Health Specialists (Restricted Waste & UST)
  - 1 Environmental Health Engineer (ISDS/Nitrate Removal System Program)

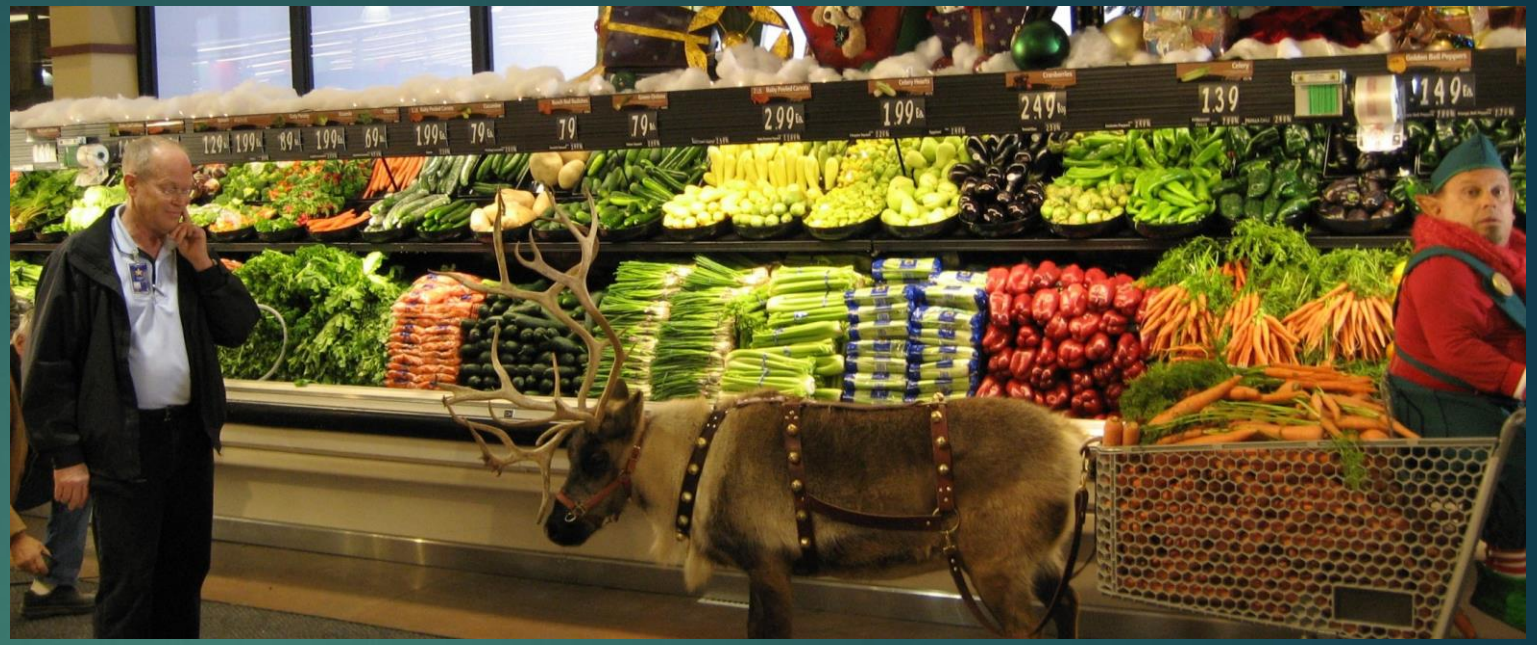
Expenses for New Employees

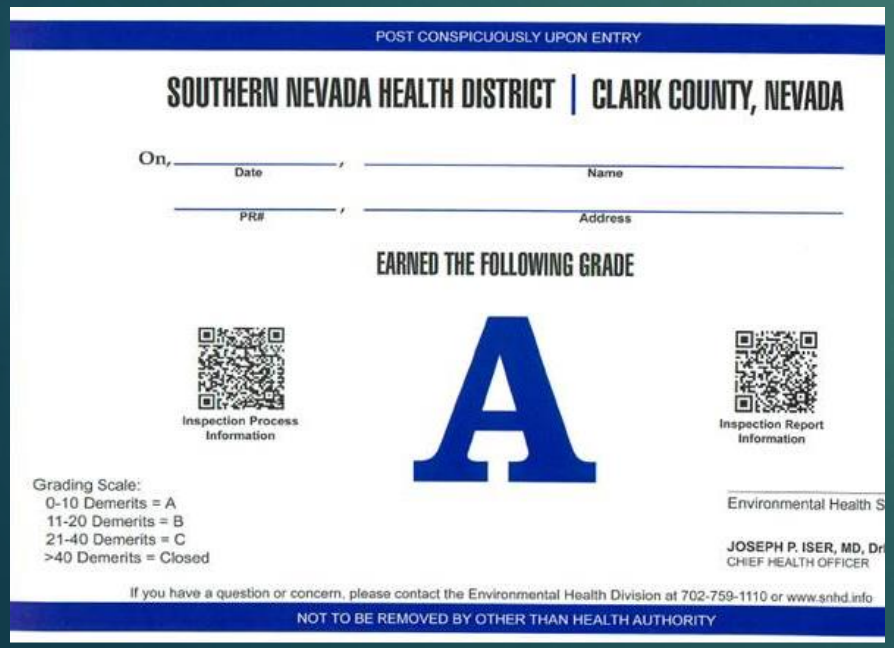
- Salary
- Fringe and Taxes – 42.25%
- Cost Allocation – 27.84%

Example for a new Environmental Health Specialist (EHS I):

- Salary = $50,035 (Schedule 19-Step 1 for 6 months; Step 2 for 6 months)
- Fringe and Taxes = $21,140
- Cost Allocation = $19,780
- Total = $90,955






POST CONSPICUOUSLY UPON ENTRY

SOUTHERN NEVADA HEALTH DISTRICT | CLARK COUNTY, NEVADA

On, _____ Date, _____ Name

_____ PR#, _____ Address

EARNED THE FOLLOWING GRADE

Inspection Process Information

A

Inspection Report Information

Grading Scale:
0-10 Demerits = A
11-20 Demerits = B
21-40 Demerits = C
>40 Demerits = Closed

Environmental Health S

JOSEPH P. ISER, MD, Dr
CHIEF HEALTH OFFICER

If you have a question or concern, please contact the Environmental Health Division at 702-759-1110 or www.snhd.info

NOT TO BE REMOVED BY OTHER THAN HEALTH AUTHORITY

FOOD OPERATIONS

Food Operations: Activities Per Inspector Per Year

Fiscal Year	Total Activities	# of Assigned Food Inspectors	Activities per Inspector
2015 - 2016	38,784	50	776
2016 - 2017	39,435	50	789
2017 – 2018*	37,360	55	679
2018 – 2019 Projection*	40,644	55	739

Activities include: Routine Inspections, Reinspections, Surveys, Special Events, Initial Operational Inspections, Complaints, Foodborne Illness Investigations, and Enforcement Actions.

**Change in inspection methodology*

FDA Recommendations for Inspector Activity

- "Voluntary National Retail Food Regulatory Program Standards," FDA Standards of Excellence for retail food programs.
- The FDA Standards of Excellence recommend that each inspector conduct between 280 – 320 activities per year.
- The diversity of the food system in Las Vegas and the permitting system, along with budgetary constraints, does not allow SNHD to use this standard as a realistic metric. It would require an additional 63 food inspectors to be in compliance with these recommendations.

Permits Per Inspector

Beginning of Fiscal Year	# of Food Permits	# of Inspectors	Permit/ Inspector	Increase in # Permits	% Annual Increase
Jul-16	20,396	50	408	412	2.06%
Jul-17	20,858	50	417	462	2.27%
Jul-18	20,919	55	380	61	0.29%
Mar-19	21,372	55	389	453	N/A
Jul-19 Projection	21,449	55	390	530	2.77%

- Historically, inspectors have averaged between 380 and 400 permits per inspector. Due to unfilled inspector vacancies in Food Operations, the actual number of permits carried is almost always higher than this average.

Food Operations Proposal

- Reduce the permit load on inspectors from 390 to 357. This will also give some flexibility as the number of permits continue to increase.
- Additional support for illegal vending
- Maintain span-of-control.
- Maintain the current level of administrative support.
- The Environmental Health Division is currently operating at a fiscal loss. A fee adjustment is required to fund the additional resources required for Food Operations to keep pace with the rapid growth in Clark County.

CONSUMER HEALTH PROGRAMS

AQUATIC HEALTH

Fiscal Year	# Permits	# Total Inspections per EHS per Year	Avg. Inspection Hours per EHS per Year
2017	4,833	537	1,074
2018	4,820	536	1,072
2019	5,203	621	1,242

- 9 Inspectors
- Avg time per pool inspection = 2 hours (includes travel and prep time)
- 8% increase in permits since 2017
- 16% increase in inspection hours per inspector
- Additional staff needed to ensure all permits are inspected at least once per year and sufficient follow-up for noncompliant facilities.

AQUATIC HEALTH PLAN REVIEW

Program	# Permits in Progress	# EHS	# Permits per EHS	Avg. Time Spent/ Permit (HRS)
Aquatic Health - New	65	3	55	9
Aquatic Health - Remodels	134	2	67	3.25

- Average time shown Includes office and field activities, travel time, and supporting document management activities.
- Current wait time for intake meeting = 14 business days
- Current review time = 45 days
- Additional staff is needed to reduce wait times for intake meetings, reviews, and field inspections.

SPECIAL PROGRAMS

Fiscal Year	# Permits	# Total Inspections per EHS per Year	Avg. Inspection Hours per EHS per Year
2017	1,602	482*	962
2018	1,681	672*	1,344
2019	2,374	859*	1,718

*Schools mandated 1 inspection each semester; Body Art facilities require 2 inspections per 12-month period.

- 5 Inspectors
- 48% increase in permitted establishments since 2017
- 79% increase in inspection hours per inspector
- Avg. time per inspection = 2 hours, but varies by permit type

SPECIAL PROGRAMS

Inspection Type	# Hours per Inspector per Inspection
School w/kitchen	2.5
Child Care	3
Body Art	1.5
Institutions/camps	2

- Avg. 2 hours per inspection, includes inspection prep time and travel time
- Additional staff is needed to ensure all inspection mandates are met and allow for sufficient follow-up on noncompliant facilities.

FACILITIES DESIGN ASSESSMENT AND PERMITTING

Program	# Permits in Progress	# Permits per EHS	Avg. Time Spent/ Permit (HRS)
FDAP – New	980	114	5
FDAP – CPH	78	9	4.5
FDAP- Remodels	202	22	4

- 9 Inspectors
- Current wait time for intake meeting = 14 business days
- Current wait time for field inspections = 13 business days
- Additional staff is needed to reduce wait times for intake meetings and field inspections.

EH Expedited Inspection Fees

Descriptor	Amount
EXPEDITED INSPECTION FEE: Applied when request for inspection is submitted with less than 72 hours notice and can be accommodated by staff	239.00
AFT HRS INSPCT 3 HRS INC, THEN HOURLY	551.00

Solid Waste and Compliance Programs

RESTRICTED WASTE MANAGEMENT/ILLEGAL DUMPING

Program	# Permits or Activities (2018)	Inspections per EHS per Year	Avg. Time per Routine Inspection per EHS (HRS)
Restricted Waste Management	3,500	400	1.75
Illegal Dumping Complaints	1,451	181	Varies

- 8 Inspectors

RESTRICTED WASTE MANAGEMENT/ILLEGAL DUMPING

Illegal Dumping Complaints	
2015 – 2016	1,281
2016 – 2017	1,481
2017 – 2018	1,451
2018 – 2019	1,650 (Est.)

Waste Audit/RWMI	
2015 – 2016	3,186
2016 – 2017	3,998
2017 – 2018	3,275
2018 – 2019	3,487

- Program demands are causing program shortfalls.

Underground Storage Tanks/Permitted Disposal Facilities

Program	# Permits	Inspections per EHS per Year	Avg. Time per Routine Inspection per EHS (HRS)
Underground Storage Tanks	790	395	1.5
Permitted Disposal Facilities	109	118	2.8

- 4 Inspectors

Solid Waste Overview

- Illegal dumping complaints are time and labor intensive with numerous site visits, interagency coordination, and hearing officer processing. Complaints are increasing and on track to exceed FY19 by approximately 200 additional complaints.
- ISDS demands have increased with subdivision and parcel map development directly affecting the installation of Nitrate Removal Septic Systems. Engineering demands for technical evaluations will continue to increase with program growth.
- Inspection numbers have been steadily increasing since 2016.
- Ongoing growth of commerce in Clark County will likely cause an increase in the number of facilities requiring RWM inspections and permits.

Administrative Modifications/Additions

Program	Change	Fee
Aquatic Health	Reduce Pool Operator/Technician Fee for creation of a new "Qualified Operator"	$20 – New $15 – Renewal
	Assign Temp Event Fee specific to aquatic venues	1-5 Days $131 6-10 Days $160 11-14 Days $198 Plan Rev $196 Office Plan Rev $239 Field
	Assign Reinspection Fee specific to aquatic venues	$239
	Assign Compliance Survey Fee specific to aquatic venues	$118
	Assign fees for Seasonal Pool Permits/Plan Review	NTE 4 Mth $100 NTE 5 Mth $150 NTE 6 Mth $200 Plan Rev $196 Office Plan Rev $239 Field

NOTE: These fees are based upon the current rate. All fee recommendations would also be subject to the approved fee increase rate.

Administrative Modifications/Additions Cont'd

Program	Change	Fee
Special Programs	Assign Temp Event Fee specific to Childcare facilities	1-7 Days $160
	Assign Reinspection Fee for Body Art/Childcare/Schools/Institutions	$239
	Assign Compliance Survey Fee specific to Body Art/Childcare/Schools/Institutions	$118
	Delete Body Art Temp Event per Booth Fees	1-5 Days $464 6-10 Days $609 11-15 Days $754
Solid Waste & Compliance	Add Annual Report Review fees for the following Post-Closure reports: • Ground Water Monitoring Reports • Storm Water Monitoring Reports • Operational Reports • Gas Well Monitoring Reports • Leachate Reports	$118 per hour

NOTE: These fees are based upon the current rate. All fee recommendations would also be subject to the approved fee increase rate.

Administrative Modifications/Additions Cont'd

Program	Change	Fee
Food Operations	Assign Compliance Survey Fee specific to Food Ops.	$118
	Assign Mobile Produce	$139
Training Office	Add a fee for Low-Risk Food Handler Training	$20 per person
Plan Review	Assign Expedited Plan Review Inspection	$239
	Assign Mobile Produce	$239

NOTE: These fees are based upon the current rate. All fee recommendations would also be subject to the approved fee increase rate.

Proposal Wrap-Up

Seeking BOH approval to adjust the EH Fee Schedule:

- 19.6% overall Environmental Health fee adjustment in Current Year, with 3% annual increase, for the needs below:
  - Cost recovery and returning the program to self-sufficiency
  - Growth of Clark County and staffing/equipment costs to keep up with demand. Additional resources are critically needed to meet mandated requirements, customer demands, and to keep our programs and services sustainable.
  - Note: It has been 10 years since the last adjustment to EH fees.