

Pima County Board of Health
Minutes
October 27, 2010
Room 1108, Abrams Building
3950 S. Country Club Road
Tucson, Arizona 85714

1. CALL TO ORDER:

Dr. Horwitz called the meeting to order at 3:02 p.m.

Mr. Schlueter called the roll as follows:

Ms. Allen
Mr. An
Dr. Brumm
Mr. Elías
Dr. Fulginiti - absent
Ms. Gonzales
Dr. Horwitz
Mr. Stopani - absent
Ms. Trowbridge

A quorum was established.

2. PLEDGE OF ALLEGIANCE

Dr. Brumm led the Board in the Pledge of Allegiance.

3. ADOPTION OF MINUTES

- Adopt Board of Health Minutes September 22, 2010 Regular Meeting

The motion was made and seconded (Brumm/Horwitz) that the September 22, 2010 Minutes be adopted as written. The motion carried.

- Nominating Committee Members Adopt September 22, 2010 Nominating Committee Meeting Minutes

The motion was made and seconded (Brumm/Horwitz) that the September 22, 2010 Nominating Committee Minutes be adopted as written. The motion carried.

4. FISCAL YEAR 2010/2011 BUDGET UPDATE

Kurt Cooper, Finance and Risk Management Accounting Officer, utilized a PowerPoint presentation to address the Board on the Departments FY 2010/2011 General Fund budget. The Department personnel total has gone down and the largest budget change is a reduction in salaries; this is predominantly due to consolidation. In comparing FY 10/11 personnel and revenue breakdowns by program to a few years ago there isn't much change, however, total

revenue has grown from \$4,997,881 in FY 06/07 to \$8,096,913 in FY10-11. Mr. Elías noted that recent dips in revenue from charges for service seem to indicate that revenue from fees has peaked and now there are less people seeking or paying for services.

5. REVIEW OF FISCAL YEAR 2011/2012 BUDGET TIMELINE

Brad McKinney, Public Health Services Division Manager, reported that normally base budget numbers for the next fiscal year are available by now, however these numbers have not yet been provided by Finance and are expected early next month.

6. RATIFICATION OF BUDGET ADVISORY COMMITTEE MEMBERS FOR FISCAL YEAR 2011/2012 BUDGET

Dr. Horwitz clarified with the Board that the Budget Advisory Committee is comprised of Dr. Brumm as the Chair, Ms. Allen, Ms. Gonzales and Ms. Trowbridge.

7. RESTAURANT PERMITTING PROCESS FOR NEW AND EXISTING RESTAURANTS

Health Department Director Sherry Daniels introduced this topic by saying that Consumer Health and Food Safety (CHFS) staff has been working with stakeholders such as Pima County Development Services, City of Tucson Development Services, Wastewater Management, architects and brokers to smooth out the process of starting a restaurant. Karen Martin, Health Promotion and Education Division Manager, utilized a PowerPoint presentation and handout to address the Board. She began by saying the Health Department administers the sanitary code in Pima County; therefore, those seeking to open a restaurant in Pima County must all go to the Health Department for a plan review. Additionally, all the local jurisdictions also have their own building codes and inspections which apply. The local jurisdictions require restaurants to get their Permit to Operate from the Health Department before they will issue the Certificate of Occupancy. Mr. An interjected that he has opened restaurants in Phoenix and Scottsdale and said the restaurant requirements in Scottsdale are far stricter than in Pima County. Discussion brought out that an older food establishment is held to the older food code, but once someone new buys the establishment, then the current code applies and upgrades are typically required. Arizona has adopted the 1999 Federal Food Code. The most current Federal Food Code is the 2009 Code, but Arizona has not adopted it. Additionally, CHFS enforces Pima County Code, Title 8, chapters 8.04 and 8.08. Ms. Martin's handout explains the required details of the two necessary, restaurant permitting steps which are submitting a plan review packet at least 30 days before beginning construction and scheduling the final preoperational inspection. Ms. Martin also pointed out that CHFS offers food establishment consultations and on-site inspections.

8. HAND WASHING COMMITTEE UPDATE

Dr. Brumm, Chair of the Hand Washing Committee, referred to page two of his handout and discussed that the Hand Washing Committee did not support the recommended code change to require all employee and public restrooms have signage encouraging hand washing. However, the Committee, with the support of Director Daniels and Steve Nash from the Pima County Medical Society, agreed to make recommendations to the Board for hand washing facilities or hand sanitizer for mobile food establishments; hand washing facilities or hand sanitizer for chemical toilets or vault privies; hand washing signage and hand washing

facilities for public venues where human-animal contact occurs; and hand washing facilities or hand sanitizer for farmers markets. Dr. Brumm stated that if approved by the Board, Ms. Daniels has agreed to work with the County Attorney's Office to draft these proposals into ordinance language for code changes and then bring the language back to the Board in approximately February. Ms. Daniels said the proposed changes will also need to be presented to stakeholder groups before being brought back to the Board.

The motion was made and seconded (Brumm/Horwitz) that the Board approve of the Committee's recommendations and Ms. Daniels working with the County Attorney's Office to convey the recommendations into draft ordinance language and then bringing back a proposal for the Board to vote on to send to the Board of Supervisors for possible adoption. The motion carried.

9. BOARD OF HEALTH HOLIDAY SCHEDULE

Upon polling the members present, Dr. Horwitz established that the Board will meet on December 8, 2010 in lieu of meeting on the fourth Wednesday in November and December.

10. CALL TO AUDIENCE

There were no speakers from the audience.

11. DIRECTOR'S SUMMATION OF ACTION ITEMS

Ms. Daniels summarized action items from the meeting. The action items identified were:

- Although budget base numbers are not presently available, they are anticipated next week and the Budget Advisory Committee will be meeting on November 19, 2010.
- The Board had requested per capita budget numbers and revenue trends over time and appropriate staff will work on those requests.
- Ms. Martin will call Mr. Stopani to discuss the restaurant permitting process.
- Staff will work with the County Attorney's Office to draft a proposed hand washing ordinance.
- The next meeting will be on December 8, 2010.
- As an action item from a previous meeting, Ms. Daniels said that Pima County Department of Environmental Quality leadership is agreeable to addressing the Board regarding ASARCO at the next meeting.

12. ADJOURNMENT

The meeting adjourned at 4:30 p.m.