

**NINE STEP PLANNER  
BOARD OF COUNTY COUNCILORS WORK SESSIONS**

This form needs to be reviewed and approved by the board **before** a work session is scheduled.

REQUESTED BY: *Public Health; Alan Melnick*

1. **TOPIC:** Public Health: Environmental Public Health fee schedule adjustment

2. **WORK SESSION:**

*Alan Melnick, Jeff Harbison, Janis Koch*

3. **TIME FRAME:**

LENGTH OF TIME NEEDED: *60 minutes*

*DESIRED DATE: September 2018; CCC guidance received during work session will inform fee ordinance and 2019 budget decision package.*

SCHEDULED DATE OF WORK SESSION: \_\_\_\_\_

4. **TIMING CONSIDERATIONS:** *For the adjusted fees to be effective January 1, 2019, we would need to have the CCC adopt them by ordinance before the end of 2018. Therefore, we need to clarify the CCC's support for the adjusted fees prior to submitting our final 2019 budget decision package.*

5. **DESIRED RESULTS:** *We had one-on-one meetings with Councilors on April 23, 2018 to discuss various fee schedule/revenue options and used the general guidance we received to narrow down the options the CCC will want to consider. As a result of the work session, we hope to have specific guidance/feedback on the fee ordinance proposal the CCC would like to have put forward for adoption.*

6. **IMPACTS (COMMUNITY/FINANCIAL/STAFF/OTHER):** *The EPH fee schedule is found in County ordinance and adjustments to the schedule require a revised ordinance. Many EPH programs have components that serve the "greater good" and are not covered by fees, e.g., food-borne illness outbreak investigations. Historically much of our greater good work has been covered by General Fund. The fee schedule that is adopted will determine the level of General Fund support our EPH programs will need.*

7. **POLICY IMPLICATIONS:** *County ordinance revision (see #6)*

8. **ISSUES TO BE CONSIDERED:** *Failing to adjust the fee schedule would create a budget deficit for Clark County Public Health.*

9. **RECOMMENDED ACTION:** *Guidance towards a public hearing regarding an adjustment to the Environmental Public Health fee schedule and accompanying County ordinance*

**APPROVED FOR SCHEDULING:**

Signature of requestor:

\_\_\_\_\_

DATE: \_\_\_\_\_