Tacoma-Pierce County
Board of Health

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities

AMENDED Regular Meeting Agenda
November 4, 2026
3 - 5 p.m.

Tacoma-Pierce County Health Department - Auditorium
Hybrid Format with in-person and remote attendance

Dial in: 253 215 8782 Meeting ID: 852 6383 2261
Passcode: 038473
Webinar Link:
https://us06web.zoom.us/j/85263832261?pwd=a1crSUJscWFkTFhJcGl0N0VkSjZDZz09

3629 South D Street, Tacoma, WA 98418
Board of Health Clerk, (253) 649-1502

Board Members
Joe Bushnell
Paul Herrera
Jani Hitchen
Ryan Mello
Dave Olson
Nicholas Rajacich, MD
Sandesh Sadalge
Bryan Yambe

I. CALL TO ORDER

II. ROLL CALL

III. COMMENTS BY THE PUBLIC

The Board will consider written and oral public comments. Submit written comments any time prior to when a Board of Health meeting adjourns at boh@tpchd.org. Written comments we receive prior to noon on the date of a Board of Health meeting will go to Board members before the meeting.

Oral comments can be in person or remote. To make oral comments remotely call 253-215-8782 and use Meeting ID: 852 6383 2261 Passcode: 038473 when you join the meeting by phone with the number, meeting ID, and passcode at the top of the agenda. Press *9 to raise your hand and signal you wish to make a comment. You will be announced by your name or the last four digits of your phone number.

Comments unrelated to specific agenda items have a two-minute limit per person. The Chair has the authority to change the time limits as deemed necessary.

All written and oral comments will become part of the meeting record.

IV. CONSENT AGENDA

1. Approval of the meeting minutes for **October 7, 2026, and October 21, 2026**

2. **Resolution No. 2026-4940** – Authorization to contract with Summit Law Group up to $75,000 to provide labor law counsel for the period of January 1, 2027, to December 31, 2027.
   [Cindan Gizzi, Deputy Director]

V. REGULAR AGENDA

1. **Resolution No. 2026-4941** – Authorization to adopt Tacoma-Pierce County Health Department's 2027 Fee Schedule, effective 12:01 a.m. January 1, 2027.
   [Jessica Gehle, Environmental Health Division Director]

Board Chair calls for public comment

VI. COMMENTS BY DIRECTOR OF PUBLIC HEALTH

[Chantell Harmon Reed, Director of Public Health]

1. **Respiratory Illness Season Reminder & RESP-NET**
   [Natasha Holbert, Disease Prevention and Management Division Director]
   [Elle Cooper, Public Health Nurse II]

VII. COMMENTS BY BOARD OF HEALTH MEMBERS

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

Tacoma-Pierce County
Board of Health

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities

Regular Meeting Minutes
October 7, 2026
3 - 5 p.m.

Tacoma-Pierce County Health Department - Auditorium
Hybrid Format with in-person and remote attendance

Dial in: 253 215 8782 Meeting ID: 852 6383 2261
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Nicholas Rajacich, MD
Sandesh Sadalge
Bryan Yambe

I. CALL TO ORDER

Chair Hitchen called the October 7, 2026, Tacoma Pierce County Board of Health Regular Meeting to order at 3:01 p.m.

II. ROLL CALL

Board of Health Members Present: Chair Hitchen, Vice-Chair Bushnell, Board Member (BM) Mello, BM Olson, BM Rajacich, BM Sadalge, BM Yambe, Alternate Board (ABM) Merrick.
Members Excused: BM Herrera

III. COMMENTS BY THE PUBLIC

The Board received one written comment which is included in the board packet. There were no oral comments.

IV. CONSENT AGENDA

Approval of Minutes for September 2, 2026, and September 16, 2026. Vice-Chair Bushnell moved to approve the Consent Agenda as presented. Seconded by Board Member Sadalge.

Motion passed by voice vote.

V. REGULAR AGENDA

1. Resolution 2026-4938

Vice Chair Bushnell moved to approve **Resolution 2026-4938**. BM Saldage seconded the motion. The clerk read the resolution into the record.
Deputy Director Cindan Gizzi presented the resolution to the board. This resolution is our annual IT omnibus resolution. It includes needed contracts to support the Health Department's technology infrastructure, including:

- Laptops and computer equipment
- Smartphones and cellular service

- Financial and HR information systems
- Cybersecurity tools and services
- Document management systems
- Enterprise software

These contracts support the basic technology necessary for our daily operations.

Board Discussion

Chair Hitchen asked if this covers software and hardware contracts only, not staffing positions.

Deputy Director Gizzi confirmed that these are contracts with external vendors and service providers.

Chair Hitchen called for public comment. There were no public comments.
Resolution passed by voice vote.

2. Resolution 2026-4939

Vice-Chair Bushnell moved to approve the Resolution 2026-4939. Seconded by Board Member Sadalge.

Deputy Director Gizzi provided the initial presentation to the Board and explained that this amendment increases the contract with one of our temporary staffing agencies that provides clinical and medical personnel. The Health Department generally uses temporary staffing after we've exhausted our regular recruitment process without success.

Melanie Lopez, Division Director, Strengthening Families, further explained that Strengthening Families has been recruiting for an ARNP position in the Public Health Clinic since approximately April, three months before the previous ARNP retired. They have not yet been able to fill the position permanently. This amendment would allow the division to continue using a temporary ARNP.

The Health Department secured a significant federal congressional-directed funding award to expand Street Medicine services and is creating two new teams to support this growth. Recruitment for these positions is ongoing, but because the grant lasts only 12 months, the department needs staffing solutions that enable rapid service deployment while hiring continues. This contract will provide that ability.

Board Discussion

Chair Hitchen asked if our recruitment challenges indicate issues with classification or compensation.
Ms. Lopez explained that for ARNPs and public health nurses, compensation is generally competitive. The Street Medicine positions involve very different work, including extensive field work, and that may affect recruitment.

Chair Hitchen asked if there were any comments from the public.
There were no public comments.
Chair Hitchen called for the vote on Resolution 2026-4939.

Motion carried on voice vote.

VI. COMMENTS BY DIRECTOR OF PUBLIC HEALTH

Chantell Reed, Director of Public Health, provided a report to the Board.
Respiratory illness season has begun, with flu-related emergency department visits already reaching levels usually seen later in the fall. Residents are encouraged to get flu and COVID-19 vaccinations, discuss RSV protection with healthcare providers, stay home when sick, wear masks if illness requires going out, use home testing when appropriate, and seek treatment options if they are at high risk.

October is Safe Sleep and SIDS Awareness Month, and families are reminded to follow the ABCs of safe sleep: babies should sleep Alone, on their Backs, and in a safe Crib. Additional safe sleep guidance will be shared through an upcoming department blog.

The department is also continuing its response to reported bat activity in a local school district and emphasizes that rabies is extremely rare and highly preventable with prompt treatment after exposure. So far in 2026, 23 bats linked to human exposure have been tested, with no positive rabies results. The last rabid bat in the county was identified in 2017, and only two human rabies cases have been reported in Washington State over the past 75 years.

1. Fee Schedule Update

Jessica Ghele, Environmental Health Division Director provided an overview of proposed 2027 fee schedule updates.

Guiding Principles include cost recovery for fee-supported services, protection of public health, continuous process improvement, and improved customer service.

The Department has made recent improvements in permitting efficiencies in online applications and permit review, electronic inspections, real-time permit status updates, regulatory simplification, and new permitting software tools.

Proposed changes to the 2027 permitting fees include 14 fees to be reduced due to efficiency and process improvements and two fees eliminated:

- Food Manager Training Course fee
- Designer Professional Mailing List fee

New fee categories are proposed to be added for long-term groundwater monitoring permits, infectious waste facility review permits, and food-service micro-markets.

Staff propose maintaining the Health Department's hourly billing rate at $240 per hour, while peer jurisdictions are generally proposing increases.

Deputy Director Gizzi presented changes for non-permitting fees. Only one change is proposed and that is a reduction in the Vital Records report fee:

- Current fee: $35
- Proposed fee: $10

The reduced charge reflects the reduced staff time it takes to generate a report from the current state vital records system.

Deputy Director Gizzi highlighted several fee topics for future Board consideration:

- Public health clinic/service integration fees
- Individual mental health first aid training opportunities
- Public records fee recovery. Current public records fee recovery covers only approximately 1.2% of associated costs.

Board Comment

Vice Chair Bushnell appreciated the thoughtful review of fees. This process demonstrates a commitment not only to cost recovery but also to ensuring fees accurately reflect services provided. He also said it is encouraging to see fees reduced where appropriate rather than automatically increasing them.

Chair Hitchen expressed appreciation for the work being done regarding public records costs. Counties continue to face growing public records workloads, and it's important to balance transparency with responsible stewardship of public resources.

VII. COMMENTS BY BOARD OF HEALTH MEMBERS

BM Olson recently participated in a ride along with the Street Medicine team and found it to be extremely rewarding and informative. He also witnessed a situation involving a private property owner where the Pierce County Sheriff's Department was called. He was encouraged to see how supportive they were of the Street Medicine team's work and the Health Department's efforts to serve unsheltered residents.

Chair Hitchen discussed the Department’s employee engagement survey distributed last week. The Board intentionally chose to conduct this survey through Nash Consulting because they wanted feedback from all employees, honest and anonymous participation, and a clear understanding of the organization's current culture and climate. The results will help guide future strategic planning, leadership goals, organizational investments, and workforce support efforts. Chair Hitchen strongly encouraged all Health Department employees to participate.

The Board will also complete a separate evaluation survey regarding Director Reed’s performance. Those surveys will be distributed through Nash Consulting to ensure confidentiality and anonymity.

VIII. **Adjournment**

Meeting adjourned at 3:55pm

ATTEST

Jani Hitchen
Chair, Board of Health

November 04, 2026
Date Of Approval

ATTEST

Elsa Anderson
Interim Clerk, Board of Health

Tacoma-Pierce County
Board of Health

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities

Study Session Meeting Minutes
October 21, 2026
3-5 p.m.

Tacoma-Pierce County Health Department - Auditorium
Hybrid Format with in-person and remote attendance

Dial in: 253 215 8782 Meeting ID: 879 2956 5840
Passcode: 593189
Webinar Link:
https://us06web.zoom.us/j/87929565840?pwd=a3FPWHlDckFXSC9EaHdlUnh0U01qdz09

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Board of Health Clerk, (253) 649-1502

Board Members
Joe Bushnell
Paul Herrera
Jani Hitchen
Ryan Mello
Dave Olson
Nicholas Rajacich, MD
Sandesh Sadalge
Bryan Yambe

I. CALL TO ORDER

Chair Jani Hitchen called the meeting to order at 3:01 p.m.

The Oct. 21 Study Session of the Tacoma-Pierce County Board of Health was canceled and adjourned until 3 p.m., Nov. 18, 2026, pursuant to RCW 42.30.090.

II. ADJOURNMENT

Meeting adjourned at 3:02 p.m.

ATTEST

Jani Hitchen
Chair, Board of Health

ATTEST

November 04, 2026
Date of Adoption

Elsa Anderson
Interim Clerk, Board of Health

Tacoma-Pierce County
Board of Health

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities

RESOLUTION NO. 2026-4940

BE IT RESOLVED BY THE TACOMA-PIERCE COUNTY BOARD OF HEALTH THAT TACOMA-PIERCE COUNTY HEALTH DEPARTMENT HAS AUTHORIZED:

- To contract with Summit Law Group up to $75,000 to provide labor law counsel for the period of January 1, 2027, to December 31, 2027.

ATTEST

Jani Hitchen
Chair, Board of Health

November 4, 2026
Date of Adoption

ATTEST

Yuliana Ambriz
Interim Clerk, Board of Health

Board of Health Action Request

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities

REGULAR AGENDA
Resolution No. 2026-4940

Requesting Division	Presenter	Phone Number
Administrative Services	Cindan Gizzi, Deputy Director	253-649-1504

Preparation of an Agenda Request/Resolution for the Board of Health meeting.	Date:	November 4, 2026

Request Summary	Authorization	(click here to view summary examples)

Authorization to contract with Summit Law Group up to $75,000 to provide labor law counsel for the period of January 1, 2027, to December 31, 2027.

Background Information / Comments

This contract with Summit Law Group provides ongoing labor law counsel to the Department, including negotiations with the Department's three unions, provision of third-party investigations of employee complaints, and counseling on complex employee disciplinary situations. We would like to continue services with Summit Law in 2027.

Following is information about contract amounts and actual expenditures for the past 5 years:
2026--Contract amount was $50,000; may need to amend to $65,000.
2025--Contract amount was $158,100 (higher than usual because of negotiation for a 3-year Collective Bargaining Agreement). Actual expenses were $158,002.
2024--Contracted amount was $50,000. Actual expenses were $33,719.
2023--Contracted amount was $52,416. Actual expenses were $52,416.
2022--Contracted amount was $50,000. Actual expenses were $31,166.

Health Lens Analysis Tool	(click here to view the Health Lens Analysis Tool Guidance Document)

Note: Health Lens Analysis Tool must be completed and uploaded to the BOH Resolution documents library.

Recommended Board of Health Action	Approve Resolution No. 2026-XXXX

List all materials attached as backup information for the request.

Summit Law contract Health Lens Analysis Tool
Summit Law contract #2027-005

Note: All documents listed above must be uploaded to the BOH Resolution documents library.

Finance Information/Additional Revenue	**Grantor / Contractor:**	Click here to enter text.

Source of Revenue	
Federal:	
State:	
Pierce County:	
City of Tacoma:	
Other:	$75,000

Total:	$75,000.00

Additional Expenditure					
Account Number(s)	1011-85 41.99	$75,000.00		**Total**:	$75,000.00
			Program Name	Human Resources	

Cindan Gizzi **Program / Division Director Approval**	Su Yi **Business Support Services Approval**	Jodi Dyer (Oct 29, 2026 11:14:01 PDT) **Director of Public Health Approval**

Health in All Policies

Health Lens Analysis Tool

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities

Name of Proposed Policy or Decision

Summit Law 2027 Contract

Health Lens Analysis Questions

1. **What is this proposal trying to accomplish?**

Contract with a firm to provide legal counsel and representation on behalf of the Department for employment related activities, i.e., employee relations and labor relations counsel.

2. **Which groups of people will be most affected by this proposal?**

Positively affected: The Department and its employees.

Negatively affected: n/a

3. **Which groups of people who may be affected have you consulted when developing the proposal? Who have you not consulted that might be affected?**

Consulted with: Leadership Team members

Have not consulted with: Department employees

4. **How would this proposal improve or impair the social conditions of the community?**

This contract would improve the social conditions of the community by ensuring that community members employed by the Department are given all of the rights afforded to them by law.

5. **How would this proposal improve or impair the economic conditions of the community?**

This contract would improve the economic conditions of the community by ensuring that community members employed by the Department are given all of the rights afforded to them by law, encouraging continued employment with the Department.

6. How would this proposal improve or impair the environmental conditions of the community?

There are unlikely to be impacts on the environmental conditions of the community from this contract.

7. **What are some possible unintended negative health effects of this proposal?**

N/A

8. **What actions do we need to take to ensure this proposal supports health in Pierce County? Whom might you need to work with to accomplish these actions?**

The Department's Leadership Team will need to work collaboratively with employment lawyer(s) provided by Summit Law.

9. **What actions will be taken to strengthen this proposal's support of health in Pierce County?**

No change (please explain:)	None.
<u>Remove</u> the following from the proposal:	
<u>Amend</u> the following in the proposal:	
<u>Add</u> the following to the proposal:	

CONTRACT FOR SERVICES

This **Contract for Services**, **#2027-005**, is hereby made by and between the **Tacoma-Pierce County Health Department**, hereinafter referred to as **DEPARTMENT,** and **Summit Law Group,** hereinafter referred to as **CONTRACTOR**.

I. DEFINITIONS

As used in this **Contract**, the following terms shall have the meanings set forth below:

A. ***Contract*** means this **Contract for Services** together with the attached Addenda, and any other documents incorporated therein. Any oral representations or understandings not incorporated herein are excluded.

Attached hereto and made a part hereof for all purposes are the following:

Addendum	Pages	Description
A	6	Contractor Services
B	7	Reimbursement
C	8-13	Business Associate Agreement

B. ***Department Representative*** means the individual or individuals designated and authorized by the **DEPARTMENT** to receive notices, sign amendments or modifications, and to act for it in all matters relating to this **Contract**, or the designee of such individual.

C. ***Contractor's Representative*** means the individual designated and authorized by the **CONTRACTOR** to receive notices, sign amendments or modifications, and to act for him/her in all matters relating to this **Contract**.

D. ***Services*** means all work performed by each party for the other pursuant to and governed by this **Contract**.

E. ***Records*** means all documents including notes, reports, tapes, plans, computer diskettes, etc. which the **CONTRACTOR** has in its possession or under its control *(including those held by its employees, agents, accountants, subcontractors, or attorneys)* which relate in any way to the services performed under this **Contract**.

F. ***Department's Confidential Information*** means all non-public information that the **DEPARTMENT** designates as being confidential, or that which under the circumstances ought to, in good faith, be treated as confidential.

G. This **Contract** recognizes that the **CONTRACTOR** has an active legal practice and that the clients served as an attorney have legitimate and important expectations of privacy. **CONTRACTOR's Confidential Information** means any and all papers, other matter, or information in any form that in the **CONTRACTOR's** professional judgment is protected by any attorney-client privilege based in statute or otherwise belonging to a client other than the **DEPARTMENT** or is protected by any attorney-client confidentiality rule by the rules of professional conduct or otherwise.

H. ***Liaison*** means that person for the **DEPARTMENT** or for the **CONTRACTOR** who will act as the primary contact relative to the operational details, scheduling, and any other matter that does not constitute a modification or amendment of the **Contract** or purport to be an official notice.

II. TERM

The term of this **Contract** shall be from **January 1, 2027** through **December 31, 2027,** unless amended earlier pursuant to the terms and conditions of the **Contract**. Should this **Contract** be signed after the term beginning date stated herein, then it shall be retroactive and binding to that date.

III. PAYMENT

The **DEPARTMENT** shall pay the **CONTRACTOR** the maximum sum of **$75,000** for services as outlined herein.

IV. HOLD HARMLESS

Each party to this Contract shall be responsible for its own acts or omissions and for those of its directors or trustees, officers, employees, agents, and volunteers. Neither party shall be responsible to the other party for the acts or omissions of persons or entities not a party to this Contract. This section shall survive the expiration or termination of this Contract.

V. RECORDS, CONFIDENTIALITY, AND OWNERSHIP OF WORK

A. **CONTRACTOR** shall maintain and preserve, for the time period described in Section VI (B) below, all records despite any document retention policy to the contrary. The **DEPARTMENT**, its attorneys, agents, and authorized representatives shall have the right, during the time period described in Section VI (B) below, to examine and copy all such records and shall have open access to said records for any purpose, including, but not limited to, the purpose of audit, inspection, and reproduction.

B. The time period, for purposes of Section VI (A), shall end eight (8) years after the final payment, or final settlement under this **Contract**, or final resolution of any disputed matter arising out of the **Contract**, whichever occurs later.

C. **CONTRACTOR** shall provide the **DEPARTMENT** with prompt access to records. The **DEPARTMENT** shall give reasonable notice to the **CONTRACTOR** to gain access to records.

D. **CONTRACTOR** shall not submit to any agency or third party any data, records, reports, summaries, analyses, documents, other materials, or records developed by **CONTRACTOR** in connection with the services without first affording the **DEPARTMENT** reasonable opportunity *(to be not less than ten [10] business days)* to review and approve the release of such material.

E. All records required to be maintained by this **Contract** or by State law, except medical and client treatment records or records otherwise exempt by law, shall be considered to be public records and maintained in accordance with applicable laws. Medical client treatment records of all kinds shall be considered confidential.

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F. All title and interest in anything, which is produced in the performance of this **Contract**, shall pass to the **DEPARTMENT** when payment is made pursuant to **Contract** provisions.

G. **CONTRACTOR** shall warrant that all Titles pass to the **DEPARTMENT** free from claims, liens, special interests, or encumbrances.

VI. DEFAULT OR BREACH OF CONTRACT

A. Either party hereunder may suspend or terminate this **Contract** for cause including the following:

1) The other party's failure to comply with the terms and conditions of this **Contract**;

2) The other party's ineffective, improper, or illegal use of **Contract** funds;

3) The other party's provision of materials, information, reports, or documentation which is incomplete, misleading, incorrect, or false, either knowingly or inadvertently;

4) The other party's failure to provide the services in a timely and reasonable manner;

5) The carrying out of this **Contract** is rendered not feasible or impossible;

6) Any illegal act on the part of the other party to the **Contract.**

The parties also agree that the forgiveness of the non-performance of any provision(s) of this **Contract** does not constitute a waiver of any ensuing or similar breach.

VII. SUSPENSION/TERMINATION

Both parties reserve the right to terminate or cancel this **Contract** at its convenience and upon thirty (30) days written notice to the other party. Upon termination, whether under this section or otherwise, each party shall undertake all such acts as are then reasonably required of each to complete any remaining services reasonably necessary under the circumstances, and to make payment to the other party as may be reasonably justified in the circumstances.

VIII. CHANGE OF FUNDING

If the funding authorities of the **DEPARTMENT** *(Federal, State, and local agencies)* fail to appropriate funds to enable the **DEPARTMENT** to continue payment as specified within this **Contract**, the **DEPARTMENT** may modify or cancel this **Contract** without penalty or termination charges provided that the **CONTRACTOR** receives at least twenty-one (21) days prior written notice of lack of appropriate funds as the reason for the modification or termination.

IX. JURISDICTION

This **Contract** shall be administered and interpreted under the laws of the State of Washington. Jurisdiction of litigation arising from this **Contract** shall be in the State of Washington. Venue for all actions arising pursuant to this **Contract** shall lie within Pierce County, Washington.

X. ATTORNEY FEES

If disputes arise between the **CONTRACTOR** and the **DEPARTMENT** out of this **Contract**, including litigation, each party shall be responsible for payment of their own attorney's fees and costs.

XI. INTERPRETATION

The subtitles herein and the cover sheet are for convenience only and shall not be used for the purpose of interpretation.

XII. INDEPENDENT CONTRACTOR

A. The **CONTRACTOR** acknowledges that the entire compensation for this **Contract** is specified in Addendum B, and that it is not entitled to any **DEPARTMENT** benefits including, but not limited to: overtime pay, worker's compensation, vacation pay, holiday pay, sick leave pay, medical, dental, or other insurance benefits, or any other rights or privileges afforded to **DEPARTMENT** employees.

B. With regard to all services performed pursuant to this **Contract**, the **CONTRACTOR** hereby acknowledges that it is not an employee of the **DEPARTMENT** or any political subdivision of the **DEPARTMENT**.

XIII. NOTICE AND MODIFICATION OF CONTRACT

A. All notices hereunder shall be made to the representatives of the parties of this **Contract**. Any notices required or permitted to be given under this **Contract** shall be in writing unless otherwise allowed herein and shall be effective upon receipt.

B. Either party may request changes to this **Contract**. Proposed changes, which are mutually agreed upon, shall be incorporated by written amendments to this **Contract**. No changes to this **Contract** are valid or binding on either party unless first reduced to writing and signed by the Representatives of both parties.

XIV, COMPLIANCE WITH POLICIES & PROCEDURES

The **CONTRACTOR** agrees to adhere to and/or comply with all **Contract** policies and procedures of the **DEPARTMENT**. When necessary, the **CONTRACTOR** shall attend all applicable **DEPARTMENT** meetings.

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XV. CONTRACT REPRESENTATIVES / LIAISONS

Representatives of the parties shall be as follows:

On behalf of the **CONTRACTOR:**

Rod Younker
Summit Law Group
315 5th Ave. S, Suite 1000
Seattle, WA 98104
Phone: (206) 676-7080
Fax: (206) 676-7081

The Liaison for the **CONTRACTOR** shall be:

Rod Younker
Email: rody@summitlaw.com

On behalf of the **DEPARTMENT:**

Chantell Harmon Reed, Interim Finance Director
3629 South D Street, MS1004
Tacoma, WA 98418-6813
Phone: (253) 649-1506

The Liaison for the **DEPARTMENT** shall be:

McKenna Roberts
Email: MRoberts@tpchd.org

10/26/2026

Date of Signature

Rod Younker (Oct 26, 2026 14:48:41 MDT)

Authorized **Contractor** Signature

Rod Younker

Printed Name of Authorized Signature

Date of Signature

Authorized **Department** Signature

Su Yi, Accounting Manager

Printed Name of Department Signature

Date of Signature

$75,000
Dollar Amount for this **Contract**

Authorized Department Signature
(for Contracts $25,000 and above)

Chantell Harmon Reed, Director of Public Health

Printed Name of Department Signature

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ADDENDUM A: CONTRACTOR SERVICES *(Scope of Work)*

This Addendum applies to **Contract #2027-005** between the **DEPARTMENT** and the **CONTRACTOR**. During the specified **Contract** term, the **CONTRACTOR** shall provide services as described below:

Contractor shall provide legal counsel and representation on behalf of the DEPARTMENT for employment related activities, to include employee relations and labor relations counsel.

Summit Law Group, PLLC
2027 Public Rates

For 2027, Summit Law Group anticipates a 3.5-5% increase of the 2026 rates listed below.

Summit Law Group 2026 Public Rates	
Attorneys	
Klein, Otto	475
Younker, Rodney	475
Anger, Kristin	440
Berntsen, Seth	440
Mabee, Sofia	440
Morrill, Doug	440
Phillips, Shannon	440
Altman, Peter	425
Oppenheim, Quinn	425
Papst, Kelsey	415
Boyle, Colin	415
Henry, John	415
Lee, John	415
Chinn, Evan	405
Garrett, Britaney	405
Reynolds, Tim	405
Burden, Hathaway	390
Taylor, Jesse	390
Williams-Hall, Vanessa	370
Gibbons, Molly	360
Romero, Monica	360
Staff	
Cooper, Austin	325
Oxwang, Kristen	285
Francisco, Karen	285
Emigh, Kristi	285
Zankich, Sharon	275
Welsh, Kim	275
Vo, Nani	275
Oberg, Shannon	275
Heine, Paige	275
Gunderson, Sarah	275
Gail, Bonnie	275
Barrientes, Dominique	275

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ADDENDUM B: HEALTH DEPARTMENT REIMBURSEMENT

This Addendum applies to **Contract #2027-005** between the **DEPARTMENT** and the **CONTRACTOR**.

A. CONSIDERATIONS

1) **CONTRACTOR** shall provide to the **DEPARTMENT** such financial, program, and other reports, and at those intervals and in such formats as are required by this **Contract**.

2) **CONTRACTOR** shall provide to the **DEPARTMENT** any additional information, as it is pertinent under this **Contract**, within thirty (30) days of receiving a written request.

3) **CONTRACTOR's** failure to submit required reports in a timely manner, as set forth in this **Contract**, shall result in the **DEPARTMENT** withholding payment of funds relative to the delinquent report(s).

4) The **DEPARTMENT** shall make no payment in advance or in anticipation of services to be provided under this **Contract**.

5) The source of funding for this **Contract** is: Support Services/ Division Management
1011-85 41.99

B. MAXIMUM REIMBURSEMENT

During the **Contract** Term**,** the **DEPARTMENT** agrees to reimburse the **CONTRACTOR** for program services identified in Addendum A. Maximum consideration shall not exceed **$75,000.**

C. METHOD OF PAYMENT

Said monies to be reimbursed as follows:

1) The **CONTRACTOR** shall submit invoices, specifying services rendered, for reimbursement to the **DEPARTMENT,** at the address stated below, within **thirty (30) days** of the services rendered, EXCEPT for December services which will be due on January 15th of the following year. Each invoice shall include the **CONTRACTOR's** name, address, telephone number, and the **Contract** number. The total invoice amount shall not exceed the total **Contract** amount.

Tacoma-Pierce County Health Department
Accounts Payable, MS 1004
3629 South D. Street
Tacoma, WA 98418-6813

2) All work will be accomplished according to information as stated in Addendum A.

3) The **DEPARTMENT** may withhold payment for any defective work or for any claim or lien filed against the **CONTRACTOR** relating to performance under this **Contract**.

4) Reimbursement will be based upon invoices detailing the hours worked, expenses incurred, and the services performed.

5) **DEPARTMENT** will remit payment to the address stated below.

Summit Law Group
315 5th Ave. S, Suite 1000
Seattle, WA 98104

ADDENDUM C: BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement ("Agreement") is made and entered into effective as of the **January 1, 2027** by and between the **Tacoma-Pierce County Health Department** (the "Department" or "Covered Entity") and Summit Law Group (the "Contractor" or "Business Associate").

WHEREAS, the **DEPARTMENT** and **CONTRACTOR** have entered into a Contract for Services (the "Contract") of which this Agreement is an Addendum; and

WHEREAS, the **DEPARTMENT** and **CONTRACTOR** have determined that **CONTRACTOR** will or may create or receive Protected Health Information "(PHI") from or on behalf of the Department, which information is subject to protection under HIPAA, HITECH, and related regulations, as amended from time to time.

WHEREAS, in light of the foregoing and the requirements of HIPAA, HITECH, and related regulations and in consideration of the mutual promises below, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. DEFINITIONS

Terms used in this Agreement that are specifically defined in the HIPAA shall have the same meaning as set forth in HIPAA. A change to HIPAA which modifies any defined HIPAA term, or which alters the regulatory citation for the definition shall be deemed incorporated into this Agreement.

(a) **"Business Associate"** means the above-stated "Business Associate." It shall also have the meaning given to such a term under the Privacy Rule, including but not limited to 45 CFR §160.103.

(b) **"Covered Entity"** means the Tacoma-Pierce County Health Department. It shall also have the meaning given to the term under the Privacy Rule, including but not limited to 45 CFR § 160.103.

(c) **"Data Aggregation"** shall have the meaning given to the term under the Privacy Rule, including but not limited to 45 CFR §164.501.

(d) **"Designated Record Set"** shall have the meaning given to the term under the Privacy Rule, including but not limited to 45 CFR §164.501.

(e) **"Electronic Protected Health Information"** or **"EPHI"** shall have the same meaning as the term "electronic protected health information" in 45 CFR §160.103, and is EPHI that is created, received, maintained or transmitted by or on behalf of Covered Entity or its affiliates or by Business Associate.

(f) **"HIPAA"** means the Health Insurance Portability and Accountability Act of 1996, Public Law 104-91, as amended, and related HIPAA regulations (45 CFR Parts 160-164).

(g) **"HITECH"** means the Health Information Technology for Economic and Clinical Health Act, found in Title XIII of the American Recovery and Reinvestment Act of 2009, Public Law 111-5.

(h) **"Individual"** shall have the same meaning as the term "individual" in 45 CFR §160.103 and shall include a person who qualifies as a personal representative in accordance with 45 CFR § 164.502(g).

(i) **"Privacy Rule"** means the HIPAA Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, Subparts A and E.

(j) **"Protected Health Information"** or **"PHI"** shall have the same meaning as the term "protected health information" in 45 CFR §160.103, and is PHI that is created, received, maintained or transmitted by or on behalf of Covered Entity or its affiliates or by Business Associate. All references to PHI shall also include EPHI, unless otherwise stated in this Agreement.

(k) **"Required By Law"** shall have the same meaning as the term "required by law" in 45 CFR § 164.103.

(l) **"Secretary"** means the Secretary of the Department of Health and Human Services or his designee.

(m) **"Security Incident"** shall have the same meaning as the term "security incident" in 45 CFR §164.304.

(n) **"Security Rule"** means the HIPAA Security Standards for the Protection of Electronic Protected Health Information at 45 CFR Part 164, Subparts A and C.

(o) **"Unsecured PHI"** shall have the same definition that the Secretary gives the term in guidance issued pursuant to §13402(h) of HITECH.

2. OBLIGATIONS AND ACTIVITIES OF BUSINESS ASSOCIATE

Business Associate agrees to:

(a) Not use or disclose PHI other than as permitted or required by this Agreement, or as required by law.

(b) Use appropriate safeguards to prevent use or disclosure of the PHI other than as provided for by this Agreement. In particular, Business Associate agrees to comply with the Privacy Rule and the Security Rule with respect to all data considered EPHI

(c) Report to Covered Entity any use or disclosure of PHI or EPHI not permitted by this Agreement of which it knows or should reasonably have known, and any Security Incident of which it becomes aware. Business Associate will make the report to the Covered Entity's Privacy Official and Security Officer or to the Covered Entity's legal counsel as soon as reasonably practicable. This report will include at least the following information: (a) the nature of the non-permitted or violating use or disclosure or Security Incident; and (b) the PHI and EPHI used or disclosed, including but not limited to the identity of each individual whose PHI or EPHI has been or is reasonably believed to have been accessed, acquired, or disclosed during such breach or attempted breach.

(d) Develop, implement, maintain, and use appropriate safeguards to prevent any use or disclosure of the PHI or EPHI other than as provided by this Agreement, and implement administrative, physical and technical safeguards as required by 45 CFR §§164.308, 164.310, 164.312, and 164.316 to protect the confidentiality, integrity and availability of the EPHI or PHI that Business Associate creates, receives, maintains or transmits, in the same manner that such sections apply to the Covered Entity. *See* HITECH §13401.

(e) Comply with additional requirements of Title XIII of HITECH that relate to privacy and security and that are made applicable with respect to covered entities. *See* HITECH §13401(a).

(f) Adopt the technology and methodology standards required in any guidance issued by the Secretary pursuant to HITECH §13402(h)(2).

(g) Mitigate any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of the requirements of this Agreement and notify Covered Entity of any breach of Unsecured PHI, as required under HITECH §13402.

(h) In the case of breach of Unsecured PHI, following the discovery of a breach of such information, notify Covered Entity of such breach. The notice shall include the identification of each individual whose Unsecured PHI has been, or is reasonably believed by the Business Associate to have been accessed, acquired or disclosed during the breach. *See* HITECH §13402(f).

(i) Enter into an agreement with each of its subcontractors, pursuant to 45 CFR §164.308(b)(1) and HITECH §13401, that is appropriate and sufficient to require each such subcontractor to protect PHI to the same extent required by Business Associate hereunder.

(j) Along with its agents or subcontractors, if any, only request, use and disclose the minimum amount of PHI necessary to accomplish the purpose of the request, use or disclosure. Business Associate agrees to comply with Secretary's guidance on what constitutes "minimum necessary". *See* HITECH §13405(b).

(k) Take reasonable steps to cure the breach or end the violation if Business Associate knows of a pattern of activity or practice by Covered Entity that constitutes a material breach or violation of Covered Entity's obligations under this Agreement. If such steps are unsuccessful within a period of 30 days, Business Associate will either 1) terminate the Agreement, if feasible; or 2) report a problem to the Secretary. *See* HITECH §13404(b).

(l) Ensure that any agent, including a subcontractor, to whom it provides PHI or EPHI agrees in writing to the same restrictions and conditions that apply to Business Associate in this Agreement related to such information.

(m) Provide, at the request of Covered Entity, within 30 days of receipt of request, access to PHI in a Designated Record Set, to Covered Entity; or, in order to meet the requirements under 45 CFR §164.524 and as directed by Covered Entity, to an Individual if Business Associate maintains PHI in a Designated Record Set.

(n) Make any amendment(s) to PHI in a Designated Record Set that the Covered Entity directs or agrees to at the request of an Individual, pursuant to 45 CFR §164.526, within 30 days of receipt of the direction or agreement from the Covered Entity, if Business Associate maintains PHI in a Designated Record Set.

(o) Make its internal practices, books and records, including policies and procedures, relating to the use and disclosure of PHI received from, or created by Business Associate on behalf of Covered Entity available to the Covered Entity, or to the Secretary, within 30 days of receipt of a request from the Covered Entity for such disclosure, or person designated by the Secretary, for purposes of the Secretary determining Covered Entity's compliance with the Privacy Rule and Security Rule.

(p) Document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR §164.528.

(q) Provide to Covered Entity or an Individual, within 30 days of a request, an accounting of disclosures, information collected in accordance with subsection (2)(p) of this Agreement, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR 164.528. Except in the case of a direct request from an

Individual for an accounting related to treatment, payment or operations disclosures through an electronic health record, if the request for an accounting is delivered directly to Business associate or its agents or subcontractors, if any, Business Associate shall within ten (10) business days of a request notify Covered Entity about any such request. Covered Entity shall either request that Business Associate provide such information directly to the Individual, or it shall request that the information be immediately forwarded to Covered Entity for compilation and distribution to such Individual. In the case of a direct request for an accounting from an Individual related to treatment, payment or operations disclosures through electronic health records, Business Associate shall provide such accounting to the Individual in accordance with HITECH §13405(c). Business associate shall not disclose any PHI unless such disclosure is Required by Law or is in accordance with this Agreement. Business Associate shall document such disclosures. Notwithstanding anything in the Agreement to the contrary, Business Associate and any agents or subcontractors shall continue to maintain the information required for purposes of complying with this Section 2(q) for a period of six (6) years after termination of the Agreement.

3. PERMITTED USES AND DISCLOSURES BY BUSINESS ASSOCIATE

(a) Except as otherwise limited in this Agreement, Business Associate may use or disclose PHI to perform, functions, activities, or services for, or on behalf of, Covered Entity as long as such use or disclosure of PHI would not violate the Privacy or Security Rules if done by Covered Entity.

(b) Except as otherwise limited in this Agreement, Business Associate may disclose PHI for the proper management and administration of the Business Associate provided that the disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as required by law or for the purpose for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.

(c) Except as otherwise limited in this Agreement, Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 42 CFR §164.504(e)(2)(i)(B).

(d) Business Associate may use PHI to report violations of law to appropriate Federal and State authorities, consistent with 45 CFR §164.502(j).

(e) Business Associate may use and disclose a Limited Data Set that Business Associate creates for research, public health activity, or Health Care Operations to the extent such activities are related to covered functions. Business Associate may not make such use and disclosure of the Limited Data Set after any cancellation, termination, expiration, or other conclusion of this Agreement.

4. OBLIGATIONS OF COVERED ENTITY TO INFORM BUSINESS ASSOCIATE OF PRIVACY PRACTICES AND RESTRICTIONS.

(a) Covered Entity shall notify Business Associate of any limitation(s) in its notice of privacy practices of Covered Entity in accordance with 45 CFR §164.520, to the extent that such limitation may affect Business Associate's use or disclosure of PHI.

(b) Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect Business associate's use or disclosure of PHI.

(c) Covered Entity shall notify Business Associate of any restriction on the use of or disclosure of PHI that Covered Entity has agreed to or must comply with in accordance with 45 CFR §164.522 and/or HITECH §13405(a), to the extent that such restriction may affect Business Associate's use or disclosure of PHI.

(d) Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule or Security Rule if done by Covered Entity.

5. TERMS AND TERMINATION

(a) **Term.** The Term of this Agreement shall begin as of the date of the Contract start date and shall terminate upon the later of i) when the Contract term ends or ii) when all of the PHI and EPHI provided by Covered Entity to Business Associate or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, it if is unfeasible to return or destroy PHI and EPHI, protections are extended to such information, in accordance with the termination provisions in this Section.

(b) **Termination for Cause.** Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall:

(1) Provide an opportunity for Business Associate to cure the breach or end the violation and terminate this Contract if Business Associate does not cure the breach or end the violation within 30 days;

(2) Immediately terminate this Contract if Business associate has breached a material term of this Agreement and cure is not possible; or

(3) If neither termination nor cure is feasible, Covered Entity shall report the violation to the Secretary.

(c) **Effect of termination.**

(1) Except as provided in paragraph (2) of this Section 5(c), upon termination of Contract, for any reason, Business Associate shall return or destroy all PHI and EPHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to PHI and EPHI that is in the possession of subcontractors or agents of Business Associate.

(2) In the event that Business Associate determines that returning or destroying the PHI and EPHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon the determination by Business Associate that return or destruction of PHI or EPHI is infeasible, Business Associate shall extend the protections of this Agreement to such PHI or EPHI and limit further uses and disclosures of such PHI or EPHI to those purposes that make the return or destruction infeasible, for so long as Business Associate, or its subcontractors or agents, maintains such PHI or EPHI.

(3) Termination of the Contract shall constitute termination of this Agreement.

6. MISCELLANEOUS

(a) **Regulatory References.** A reference in this Agreement to a section in the HIPAA Privacy Rule or Security Rule means the section as in effect or as amended.

(b) **Agreement.** The Parties agree to take such action as is necessary to amend this Agreement from time-to-time as is necessary for Covered Entity to comply with the requirements of the HIPAA Privacy Rule, Security Rule, and related provisions

(c) **Conflict.** This Agreement and the underlying Contract are the only agreements between the parties related to the subject matter in this Agreement. To the extent there is any inconsistency between the terms and conditions of this Agreement and the Contract, the terms and conditions of this Agreement shall govern.

(d) **Binding Effect.** This Agreement is binding upon the successors and assigns of the parties herein. This Agreement is intended to confer rights and responsibilities only on the Covered Entity and Business Associate, and Business Associate's subcontractors and agents, and does not create or vest rights or remedies in any other third party.

(e) **Enforceability.** If any provision hereof shall be declared to be invalid or unenforceable, such declaration or invalidity or unenforceability shall not affect any remaining provisions hereof whish shall be given effect.

(f) **Survival.** Business Associate's obligation to protect the confidentiality of the Protected Health Information, including the requirements in section 6(d) shall survive the termination of this Agreement and shall continue for as long as Business Associate maintains Protected Health Information.

(g) **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of Washington, except to the extent Washington law has been pre-empted by HIPAA and HITECH and without give effect to the principles of conflicts of law.

(h) **Interpretation.** Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits Covered Entity and Business Associate to comply with the Privacy and Security Rules.

COVERED ENTITY
Tacoma-Pierce County Health Department

Name: Brian Moore
Title: Privacy Officer

Office Phone : (253) 649-1680

BUSINESS ASSOCIATE
Summit Law Group

By: Rod Younker (Oct 26, 2026 14:48:41 MDT)
Rod Younker

Name:

Title:

Tacoma-Pierce County
Board of Health

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities

RESOLUTION NO. 2026-4941

BE IT RESOLVED BY THE TACOMA-PIERCE COUNTY BOARD OF HEALTH THAT TACOMA-PIERCE COUNTY HEALTH DEPARTMENT HAS AUTHORIZED:

- To adopt Tacoma-Pierce County Health Department's 2027 Fee Schedule, effective 12:01 a.m. January 1, 2027.

ATTEST

Jani Hitchen
Chair, Board of Health

November 4, 2026
Date of Adoption

ATTEST

Yuliana Ambriz
Interim Clerk, Board of Health

Board of Health Action Request

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities

REGULAR AGENDA
Resolution No. 2026-4941

Requesting Division	Presenter	Phone Number
Environmental Health	Jessica Gehle, Environmental Health Division Director	253-649-1845

Preparation of an Agenda Request/Resolution for the Board of Health meeting.	Date:	November 4, 2026

Request Summary	Authorization	(click here to view summary examples)

Authorization to adopt Tacoma-Pierce County Health Department's 2027 Fee Schedule, effective 12:01 a.m. January 1, 2027.

Background Information / Comments

At the October 7 Board of Health Study Session, the department presented the proposed 2027 Fee Schedule, scope, regional comparisions, cost management methods and answered Board Member questions. On October 14, we informed our industry stakeholders (5,471) and asked for their feedback. While we only received a few comments through our feedback form, the responses supported the proposed updates to the fee schedule.

Health Lens Analysis Tool	(click here to view the Health Lens Analysis Tool Guidance Document)

Note: Health Lens Analysis Tool must be completed and uploaded to the BOH Resolution documents library.

Recommended Board of Health Action	Approve Resolution No. 2026-XXXX

List all materials attached as backup information for the request.

2027 Proposed Fee Schedule (Appendix A)
2027 Proposed Fee Schedule – Health Lens Analysis Tool

Note: All documents listed above must be uploaded to the BOH Resolution documents library.

Finance Information/Additional Revenue	**Grantor / Contractor:**	Click here to enter text.

Source of Revenue	
Federal:	
State:	
Pierce County:	
City of Tacoma:	
Other:	
Total:	$0.00

Additional Expenditure		
Account Number(s)		
	Total:	$0.00
Program Name		

Program / Division Director Approval	**Business Support Services Approval**	Chantell Harmon Reed (Nov 3, 2026 11:35:14 PST) **Director of Public Health Approval**

Health in All Policies

Health Lens Analysis Tool

Tacoma-Pierce County Health Department
Healthy People in Healthy Communities

Name of Proposed Policy or Decision

2027 Fee Schedule

Health Lens Analysis Questions

1. **What is this proposal trying to accomplish?**

- Adopt fee rates for 2027.
- Align program costs with funding and revenue to meet cost recovery goals.

2. **Which groups of people will be most affected by this proposal?**

Positively affected:

On-site sewage (septic) customers: Homeowners, designers, installers, O&M specialists and pumping firms see lower fees for design renewals, redesigns, installation permits, mailing/posting, and installer/firm/specialist certifications. Homeowners on septic, including lower-income and rural households, carry less cost to stay in compliance.

Food establishment customers: Owner/operators of food establishments benefit from no-cost food manager training, clarity around a food safety related to change in menu/process/equipment which allows us to reduce this cost and the cost of reviewing a change of commissary.

Well owners and drillers: Well construction and decommissioning fees are aligned to the same reduced time, so customers pay the same amount for the same work.

Property owners with contaminated sites: The new Long-term Groundwater Monitoring Permit gives an affordable alternative path for sites that need ongoing monitoring.

Vital Records customers who request reports: The fee amount for Vital Records reports decreased.

All fee payers: Clearer line items (e.g., Certification Hearing, Site Cleanup Permit, consolidated septage truck/specialty hauler/above-ground tank inspection) make it easier to understand what they are paying for.

Negatively affected:

New fee payers: New infectious waste facilities will now pay a $480 review and permit fee.

3. **Which groups of people who may be affected have you consulted when developing the proposal? Who have you not consulted that might be affected?**

Consulted with:

- Industry professionals.
- Inter-agency representatives (i.e., Pierce County, City of Tacoma).
- Health Department sponsored advisory groups.
- Board of Health.
- Health Department staff.

- Comparable local health jurisdictions.

Have not consulted with:

Community members, including lower-income households and residents with limited English proficiency have not yet been consulted directly. Public facing survey allows for customers and community members to review and comment on our proposed fee schedule.

4. **How would this proposal improve or impair the social conditions of the community?**

Improve:

Our work results in cleaner water and safer food. These fees provide the resources to pay staff to carry out this work. Our work is both across the county and within specific communities of focus that experience lower income and larger health disparities.

Fees allow us to meet our regulatory obligations, which are designed to ensure our communities have access to safe and reliable drinking water and food. Fees also support a less toxic environment through the regulation of on-site sewage systems and underground fuel storage tanks, which leads to better health outcomes for all.

Clearer, more consistent fees make the permitting process easier to understand and more transparent. Holding rates flat or lower supports trust between the Health Department and the community, and lower costs reduce barriers for households and small businesses that need permits and certifications.

Possible impair:

None identified.

5. **How would this proposal improve or impair the economic conditions of the community?**

Improve:

Clean water and safe food will improve the value of properties in Pierce County. It supports businesses and economic vitality by raising public confidence in their purchase of goods and services.

Tourism is an important industry in Pierce County. Visitors come from all over the country and even all over the world to visit Mt Rainier, our golf courses, kayak and fish our shores, visit our museums and fairs, and sample our rhubarb pie, Almond Roca, and other treats Pierce County has to offer. Ensuring a clean environment and safe food will support visitors' confidence and continue to make Pierce County a worthwhile destination.

No fee increases, 2 removed fees and 14 reductions are expected to save customers an estimated $300,000 in aggregate in 2027. Septic homeowners, small OSS and well-drilling businesses, and certified professionals benefit most.

Possible impair:

The reduction lowers Health Department fee revenue. If the $240 hourly rate or the Accela time savings don't hold, programs could under-recover costs, which may lead to larger increases in a future cycle. New fees add a cost for the small number of customers who need those services.

6. **How would this proposal improve or impair the environmental conditions of the community?**

Improve:

The proposed Fee Schedule update provides the funding to support our department's mission to protect and improve the health of all people and places in Pierce County. This funding allows us to improve assessment and evaluation of programs and support policies to improve environmental conditions.

Lower septic design, installation and O&M certification costs remove a cost barrier to building, repairing and maintaining septic systems properly, which helps protect groundwater, drinking water wells, surface water and shellfish areas. The Long-term Groundwater Monitoring Permit supports continued oversight of contaminated sites, and the Infectious Waste New Facility Review & Permit ensures new facilities are reviewed for safe handling and disposal before they operate.

Possible impair:

If reduced revenue limits inspection or review capacity, oversight of septic, well, and hazardous waste sites could slow.

7. **What are some possible unintended negative health effects of this proposal?**

Program capacity:

Reduced revenue could limit staffing, leading to longer wait times for permits and inspections and less time for education and technical assistance.

Future rate shock:

If 2027 rates under-recover costs, larger increases may be needed later, which would be harder on lower-income customers.

8. **What actions do we need to take to ensure this proposal supports health in Pierce County? Whom might you need to work with to accomplish these actions?**

Actions:

We continue to explore program efficiencies and other continuous improvements to maintain low fees. We research and promote cost recovery, low interest loans, and financial assistance as a means of supporting our customers. As we continue to prioritize health equity, the Department may explore other options such as a sliding fee schedule, issuance of credits, reduced fee based on performance, etc.

Work with:

EH program leads, Finance, Health Department leadership, Communications, Board of Health; and external partners such as OSS industry groups, well drillers, our food safety advisory board and affected facilities.

9. **What actions will be taken to strengthen this proposal's support of health in Pierce County?**

No change (please explain:)	This proposal does not introduce a significant adverse impact to our permit holders, operators and rate payers. The Department is committed to continuous improvement to reduce fee rates.
Remove the following from the proposal:	
Amend the following in the proposal:	
Add the following to the proposal:	

Tacoma-Pierce County
Health Department
Healthy People in Healthy Communities

Tacoma-Pierce County Health Department

2027 Fee Schedule

Resolution No. 2026-4941

Adopted by the Tacoma-Pierce County Board of Health
Date: November 4, 2026

Effective date: 12:01 AM. January 1, 2026

3629 South D Street, Mailstop 1001

Tacoma, WA 98418-6813

Phone: (253) 798-2899 Fax: (253) 798-7627

General Records

Fee Description	2026 Rate	2027 Rate
Appeal to the Hearing Examiner Fee	At Cost - With a $1,000 Deposit	No change.
Appeal to the Health Officer/Administrative ~~Appeal~~ Hearing	$540	
Credit Card Charge Back Fee	$25	
Non-sufficient funds (NSF) Check Charge	$35	
Notary Fee	$10	
Pierce County Recording Fee	At Cost – Per Pierce County Rate	
NOTE: Plus, per page photocopy charge.	At Cost – Per Pierce County Rate	
Witness Fee – per hour	Per RCW 2.40.010	
Witness Fee – Expert, per hour	$75	
Record Requests Made Under the Public Disclosure Act[1]		
Any digital storage media or device provided by the agency, any container or envelope used to mail the copies to the requestor, and the postage or delivery charge.	Actual Cost	No change.
Electronic files or attachment uploaded to email, or other means of electronic delivery, per each four.	$0.05	
Photocopy or printed copy of public records, per page.	$0.15	
Public records scanned into an electronic format, per page.	$0.10	

Transmission of public records in an electronic format, per gigabyte.	$0.10	

[1]Calculation of actual costs to provide public records is unduly burdensome. Therefore, the Health Department adopts the fees for copies of records pursuant to the default fees in RCW 42.56.120(2)(b) and (c), (3), and (4).

Medical Records

Fee Description	2026 Rate	2027 Rate
Certification Letter of Tuberculosis Treatment for Employment	$10	No change.
Computer Printout of Immunization Record without Vaccine Administration	$5	
Hepatitis Screening Results Letter	$5	
Medical Record Retrieval and Handling Fee	$26	
Plus, per page photocopy charge for first 30 pages.	$1.17 per page	
Plus, per page photocopy charge for all other pages.	$0.88 per page	
Official Copy of Immunization Record without Vaccine Administration	$10	
Record of Tuberculosis (TB) Testing Results	$10	

NOTE: The public records officer or designee may require a deposit of 10 percent of the estimated costs of producing all records selected by the requester.

Calculation of actual costs to provide public records is unduly burdensome. Therefore, the Health Department adopts the fees for copies of records pursuant to the default fees in RCW 42.56.120(2)(b) and (c), (3), and (4).

Vital Records[1]

Fee Description	2026 Rate	2027 Rate
Each Certified Copy of Birth/Death/Stillborn Record[2]	$25	No change.
Each Uncertified Copy of Birth/Death/Stillborn Record[2]	$25	
Per person – Annual Authentication (identity verification) Service	$4	
Each Certificate - Credit Card Transaction Fee	$1	
Each - Burial-Transit Permit and Other Related Documents	$15	
Each Letter – Non-Contagious Disease and Other related Documents	$15	
Each – After hours Burial-Transit Permit (and families acting as Funeral Directors)	$50	
Per record – Mail Processing Fee and Same Day Processing Fee	$4	
Per record – Processing Fee for Orders (Kiosk/Placed in-person/Online)	$10	
Per record – Death Record Review and File	$15	
Per record - Expedited Processing Fee for Phone/Internet/In-Person/Same Day/Fax-In Orders	$10	
Express Overnight & Priority Mail-Out – Exact Fee Only	At Cost	
~~Monthly Record Numerical Report for Authorized Agencies with signed Data Sharing Agreements with DOH and TPCHD – per list~~	~~$35~~	~~Removed.~~
~~Record~~ Data Report for Authorized Agencies with signed Data Sharing Agreements with DOH and TPCHD – per report ~~list~~	$35	$10
Late Fee (7- 30 days)	18%	No change.
Late Fee (31 – 60 days)	21%	
Late Fee (61+ days)	30%	

[1]Rates charged by VitalChek are in addition to Health Department fees. VitalChek rates are independent and not subject to Board of Health approval or alteration.

[2]These items are mandated by RCW 70.58A. No refunds will be given if a record could not be located or the documentation you provided did not prove you were eligible to receive a birth, death, stillborn or fetal death certificate.

Assessment, Evaluation and Epidemiology (AEE)

AEE provides a comprehensive understanding of health in our community and translates data into action by monitoring data on leading causes of diseases and deaths, health behaviors and social factors influencing health; and identifying trends, disparities, and emerging health issues, including supporting emergency response.

Fee Description	2026 Rate	2027 Rate
AEE Services	Not to exceed $240 per hour.	No change.
Organizations with less than $1M Gross Revenue (tax year)	Not to exceed $210 per hour.	No change.

Centers for Excellence

Centers for Excellence services include technical assistance and training for strategic planning, program planning and evaluation, process improvement, survey design, community engagement and needs assessment, geographical information services (GIS) mapping and data analysis.

Fee Description	2026 Rate	2027 Rate
Centers for Excellence	Not to exceed $240 per hour.	No change.
Organizations with less than $1M Gross Revenue (tax year)	Not to exceed $210 per hour.	No change.

Behavioral Health

Medicaid & Medicare

Fee Description	2026 Rate	2027 Rate
Opiate Substitution Treatment – per day	Contracted rate	No change.
Other Behavioral Health services	Contracted rate	No change.

Commercial Insurance

Fee Description	2026 Rate	2027 Rate
In-Network	Contracted rate	No change.
Out-of-Network	Contracted rate	No change.

Non-Insured

Fee Description	2026 Rate	2027 Rate
Opiate Substitution Treatment – per day	$19.29	No change.
Urine Sample Fee	$9.25	No change.
Other Behavioral Health services.	Contracted rate	No change.

Maternity Support Services (MSS)/Infant Case Management (ICM)

Below listed fees, for services provided at the local level, are established and governed by the State of Washington and are not, therefore, subject to Board of Health approval or alteration.

Fee Description	2026 Rate	2027 Rate
MSS Public Health Nursing Office Visit – per unit[1]	$35	No change.
MSS Public Health Nursing Home Visit – per unit[1]	$45	No change.
MSS Nutrition Office Visit (where available) – per unit[1]	$35	No change.
MSS Nutrition Home Visit (where available) – per unit[1]	$45	No change.
MSS Psychosocial Visit – per unit[1]	$35	No change.
MSS Psychosocial Home Visit – per unit[1]	$45	No change.
MSS Community Health Worker Office Visit – per unit[1]	$24	No change.
MSS Community Health Worker Home Visit – per unit[1]	$28	No change.
WORKFIRST Payment Point #1 (initial evaluation completed and submitted)	$450	No change.
WORKFIRST Payment Point #2 (follow-up evaluation completed and submitted)	$375	No change.
WORKFIRST Payment Point #3 (parent declines service)	$115	No change.

[1]One unit = 15 minutes with a minimum of two (2) units charged.

Human Health

TB Treatment/Immunizations/CD Control

Fee Description	2026 Rate	2027 Rate
Prophylactic Treatment Immune Globulin – Hepatitis A	At Cost plus $20	No change.
Hepatitis B Surface Antigen	$20	No change.
Hepatitis B Surface Antibody	$20	No change.
All Privately Purchased Vaccines	At Cost plus Administration	No change.
Non-Medicaid VFC Eligible Child (uninsured, underinsured, Alaskan Native, American Indian)	$23.44	No change.
Medicaid Child	$5.96	No change.
Privately Insured Patients	As Negotiated	No change.

HIV/STI Services

Fee Description	2026 Rate	2027 Rate
Standard HIV Test	$30	No change.
Rapid HIV Test	$30	No change.
Hepatitis C Test	$30	No change.
Syphilis Test	$30	No change.
Chlamydia/Gonorrhea Test	$30	No change.

Food and Community Safety

Food Worker Training

Fee Description	2026 Rate	2027 Rate
Certified Booth Operator Course	$180	No change.
~~Food Manager Training Course~~	~~$180~~	Removed.
Food Manager Training Retest	$40	No change.
Food Worker Card (Washington State)	$10	No change.

Food Plan Review

Fee Description	2026 Rate	2027 Rate
Bed and Breakfast 3+ Rooms	$240	No change.
Change of Commissary	$960	$600
Commissary Kitchen	$600	No change.
Grocery	$780	No change.
Major Change in Menu/Equipment/ ~~and/or~~ Process,~~ Remodel~~	$960	$600
New	$1,140	No change.
Remodel	$960	$960
Tasting Room/Lounge	$480	No change.
Vending/Micro-market	$720	No change.

Food Establishments Annual Permits[1,3]

Fee Description	2026 Rate	2027 Rate
0–25 Seats	$1,080	No change.
26–74 Seats	$1,200	No change.
75+ Seats	$1,500	No change.
Bakery	$540	No change.
Bed and Breakfast 3+ Rooms	$240	No change.
Buffet with 125+ Seats	$2,400	No change.
Caterer not part of a permitted food establishment	$780	No change.
Caterer part of a permitted food establishment	$360	No change.
Cocktail Lounge part of a permitted food establishment	$360	No change.
Commissary–High Risk	$780	No change.
Commissary–Low Risk	$240	No change.
Continental Breakfast–High Risk	$660	No change.
Continental Breakfast–Low Risk	$360	No change.
Enrolled in Self Inspection Program (with certified Food Manager)	Annual Fee 25% Less	No change.
Fish and Meat Market combined	$540	No change.
Fish Market	$360	No change.
Grocery 1–2 Checkstands	$480	No change.
Grocery 3+ Checkstands	$660	No change.
Low Risk (includes tasting room, tavern without food)	$660	No change.
Meat Market	$660	No change.
Micro-market	N/A	$120
Mobile Food Unit–High Risk	$900	No change.
Mobile Food Unit–Low Risk	$240	No change.
Smokehouse–Retail	$240	No change.
Vending	$120	No change.

School/Preschool Food[3]

Fee Description	2026 Rate	2027 Rate
Central Kitchen/Commissary Serving More than One School	$600	No change.
Kitchen Serving Milk and Refrigerated Pre-packaged Items Only	$360	No change.
School Kitchen	$480	No change.

Temporary Food Establishments

Fee Description	2026 Rate	2027 Rate
Blanket Permit–Coordinated Events Only (hourly rate, 2 hours minimum)[2]	$480	No change.
Exempt Annual Review	$120	No change.
High Risk, 1–14 consecutive days at the same location	$360	No change.
High Risk, 15–21 consecutive days at the same location	$540	No change.
Limited Risk, 1–21 consecutive days at the same location	$120	No change.
Long Term High Risk with Certified Booth Operator, Five (5) Events	$480	No change.
Long Term Low Risk 1–26 non-consecutive days, same location	$480	No change.
Low Risk, 1–21 consecutive days at the same location	$240	No change.
Reinspection / Unpermitted Vendor	$240	No change.
Late Submittal Fee (1–6 days in advance of event)	Standard Fee plus 50%	No change.
Late Submittal Fee (7–13 days in advance of event)	Standard Fee plus 25%	No change.
Late Submittal Fee (found operating without a permit at event)	Double Standard Fee	No change.
Late Submittal Fee (prior to start on day of event)	Standard Fee plus 75%	No change.

Farmer's Market—Market Coordinator

Fee Description	2026 Rate	2027 Rate
Base Fee — 1 to 5 Food Booths	$480	No change.
Base Fee — 6 to 15 Food Booths	$480	No change.
Base Fee — 16+ Food Booths	$720	No change.
Market Demonstration and Tasting Booth (no raw meats)	$180	No change.
Market Events, Multiple Participants, Cook-off, or Serving Multiple High-Risk Foods	$240	No change.
Late Submittal Fee (1–6 days in advance of event)	Standard Fee plus 50%	No change.
Late Submittal Fee (7–13 days in advance of event)	Standard Fee plus 25%	No change.
Late Submittal Fee (found operating without a permit at event)	Double Standard Fee	No change.
Late Submittal Fee (prior to start on day of event)	Standard Fee plus 75%	No change.

Farmer's Market—Vendor

Fee Description	2026 Rate	2027 Rate
Eggs	$120	No change.
Exempt Annual Review	$120	No change.
High Risk Prepared Food	$420	No change.
Limited Food (see Farmer's Market Guidelines)	$120	No change.
Low Risk Prepared Food	$300	No change.
Produce: Non-time/temperature Control for Safety Sampling	$120	No change.
Whole or Uncut Vegetables or Fruit (except sprouts – see Limited Food)	No Application Required	No change.
Late Submittal Fee (1–6 days in advance of event)	Standard Fee plus 50%	No change.
Late Submittal Fee (7–13 days in advance of event)	Standard Fee plus 25%	No change.
Late Submittal Fee (found operating without a permit at event)	Double Standard Fee	No change.
Late Submittal Fee (prior to start on day of event)	Standard Fee plus 75%	No change.

School Reviews

Fee Description	2026 Rate	2027 Rate
Elementary School Plan Review	$1,140	No change.
High School Plan Review	$5,280	No change.
Middle or Junior High School Plan Review	$1,560	No change.
Playground Plan Review (hourly rate, 2 hours minimum)[2]	$480	No change.
Portable Classroom Plan Review	$300	No change.
School Kitchen Plan Review	See Food Fees	No change.
School Remodel Plan Review (hourly rate, 2 hours minimum)[2]	$480	No change.
Site Review (includes water adequacy office review)	$480	No change.
Small School Plan Review; for six (6) or fewer classrooms with no specialty teaching stations (shops, art room, labs, etc.)	$480	No change.
Swimming Pool Plan Review	See Water Recreation Facilities Fees	No change.
Opening without Approval (playgrounds, remodels)	Double Hourly Rate	No change.
Opening without Approval (portable)	Double Plan Review Fee	No change.
Opening without Approval (site, new school construction)	See Opening without a Permit/Approval – 2nd Notice	No change.

School Inspection

Fee Description	2026 Rate	2027 Rate
Elementary School	$1,080	No change.
High School	$1,560	No change.
Middle or Junior High School	$1,320	No change.
Small School	$900	No change.

Recreational Camps

Fee Description	2026 Rate	2027 Rate
Registration Fee–Camp Only	$660	No change.
With Food Permit 6 or less months add:	$480	No change.
With Food Permit operating more than 6 months add:	See Food Fees	No change.
With Pool Permit add:	See Water Recreation Facilities Fees	No change.

Water Recreation Facilities Plan Review

Fee Description	2026 Rate	2027 Rate
New Construction	$1,680	No change.
Remodel (hourly rate, 2 hours minimum)[2]	$480	No change.
Opening without Approval (new construction)	See Opening without a Permit/Approval - 2nd Notice	No change.
Opening without Approval (remodel)	Double Hourly Rate	No change.

Water Recreation Facilities Permits

Fee Description	2026 Rate	2027 Rate
Flotation tank	$960	No change.
Each additional floatation tank over two	$240	No change.
Inactive Facility	$300	No change.
Non-Recirculating Spray Park	$240	No change.
Open 6 or More Months	$960	No change.
Open Less Than 6 Months	$600	No change.

Other Food and Community Safety Fees

Fee Description	2026 Rate	2027 Rate
Administrative Conference	$840	No change.
Application Processing, per hour	$240	No change.
Change of Ownership Compliance Inspection	$360	No change.
Compliance Schedule Follow-up	$240	No change.
Confirmed Illness Investigation, per hour	$240	No change.
Copy Fee, per copy	$0.15	No change.
Expedited Plan Review, 1 hour minimum (subject to staff availability)	$360 per hour	No change.
Non-Sufficient Funds Check Fee	$35	No change.
Opening Without a Pre-opening Inspection	$420	No change.
Pre-opening Inspection	$360	No change.
Probation Inspection	$600	No change.
Refund Processing	$60	No change.
Reinspection	$240	No change.
Resubmittal Fee, per hour	$240	No change.
Variance/Waiver or HACCP Review; hourly rate, 3 hours minimum[2]	$720	No change.
LATE FEE		
1–30 Days	Invoice plus 25%	No change.
31–60 Days	Invoice plus 50%	No change.
61 Days & Over	Closure Until Paid in Full	No change.
OPENING WITHOUT A PERMIT/APPROVAL		
1st Notice	N/A	No change.
2nd Notice	$1,200	No change.
3rd Notice and Following Notices	$2,160	No change.

[1]Open less than six (6) consecutive months or after Aug. 1; permits are prorated 50% (minimum $100).

[2]Additional hours charged at hourly rate (2027: $240).

[3]New annual permits (purchased following plan review or change of ownership) are prorated monthly after March 1.

On-site Sewage

Application Fees (includes water adequacy office review)

Fee Description	2026 Rate	2027 Rate
Design ADU – With Existing Single-Family Residence[1]	$1,140	No change.
Design Commercial/School, per system (1000+ gallons/day)[1]	$1,800	No change.
Design Commercial/School, per system (less than 1000 gallons/day)[1]	$1,200	No change.
Design Community System, per system[1]	$1,320	No change.
Design Individual Connection to Community System	$660	No change.
Design Multi-Family Residential - up to 4-Plex (one system)[1]	$720	No change.
Design Renewal	$780	$600
Design Single Family Repair[1]	$960	No change.
Design Single-Family Residential[1]	$1,020	No change.
High Winter Water Table Review, 8 hours minimum [2]	$1,920	No change.
On-site Sewage Verification	$240	No change.
Record Drawing Renewal	$240	No change.
Redesign	$960	$660
Redesign and Renewal Commercial or Community System	$1,500	No change.
Redesign and Renewal Residential	$1,020	No change.
Reinspection	$360	No change.
Remodel–Commercial Field Visit	$660	No change.
Remodel–Commercial Office Review	$480	No change.
Remodel–Residential Field Visit	$720	No change.
Remodel–Residential Office Review	$360	No change.
Repair–Partial	$660	No change.
Repair–Septic/Pump Tank	$360	No change.
Replacement–Septic/Pump Tank	$720	No change.

Report of System Status 90-day Conditional Issuance	$600	No change.
Report of System Status for Real Estate Transaction[3]	$480/$240	No change.
Report of System Status Reinspection	$360	No change.
Report of System Status Request for Exemption	$180	No change.
Resubmittal	$240	No change.
Second Review, 2 hours minimum[2]	$480	No change.
Soil Consultation – New Construction or Expansions	$360	No change.
Variance/Waiver Review, 3 hours minimum	$720	No change.

Permits

Fee Description	2026 Rate	2027 Rate
Installation Permit	$480	$420
Installation Permit (repair)	$480	$420
Installation Permit (tank only)	$240	$180
Septic Tank Decommissioning Certification (when not related to another Health Department applications)	$360	No change.
Temporary Use Permit	$240	No change.

Platting/Subdivision Review

Fee Description	2026 Rate	2027 Rate
Binding Site Plan	$960	No change.
Boundary Line Adjustment	$240	No change.
Planned Development District	$540	No change.
Plat Alteration	$540	No change.
Plat Amendment Septic–Major	$1,140	No change.
Plat Amendment Septic–Minor	$360	No change.
Plat Amendment Sewer–Major	$240	No change.
Plat Amendment Sewer–Minor	$240	No change.
Plat Final Review–Septic	$840	No change.
Plat Final Review–Sewer	$420	No change.
Plat Preliminary on Public Water/Public Sewer	$480	No change.
Plat Preliminary Review (with septic system), 5.75 hours minimum[2]	$1,380	No change.
Plat Resubmittal	$420	No change.
Plus, each lot/pad	$180	No change.
Plus, each lot/well site	$840	No change.
Pre-Development Meeting, 1.25-hour minimum[2]	$300	No change.

Operations and Maintenance Reports

Fee Description	2026 Rate	2027 Rate
Septic Tank Pumping or Operational Evaluation Entered into "Online RME" Database[4]	$60	No change.
Late Reporting Fee in "Online RME", per activity	Double Original Fee	No change.

Certified Professionals

Fee Description	2026 Rate	2027 Rate
Civil Penalty for Failure to Comply with Certification Requirements (includes cost of investigation)[5]	$480/$960	No change.
~~Designer Professional Engineer Mailing Listing~~	~~$120~~	Remove
Each additional application packet will be charged a late fee (Installer/Technician/Specialist)	$60	No change.
~~Each septage truck or above ground tank(s) inspected by Health Department staff[7]~~	~~$240~~	Combined with specialty hauler fee.
Each septage truck, specialty hauler, or above ground tank(s) inspected by Health Department staff[7]	$180	No change.
Homeowner Examination	$360	No change.
Installation Firm Certification[6]	$840	$720
Installer Certification[6]	$480	$360
Late Certification Renewal (Firm/Installer/Technician/Specialist)	$180	No change.
Management Entity Certification	$240	No change.
O&M and Pumping Firm Certification[6]	$840	$720
O&M Firm Certification (no pumping)[6]	$180	No change.
O&M Specialist & Technician Certification[6]	$480	$360
Off-Site Truck Inspection, 2 hours minimum (required prior to certification approval)[2]	$480	No change.
Pre-hearing Conference or Certification Hearing, per hour (plus outside costs)	$240	No change.
Specialty Hauler Certification[6]	$180	No change.

[1]Applies to new, remodel and repair applications.

[2]Additional hours charged at hourly rate (2027: $240).

[3]Fee reduction on second application when submitted with primary application and site inspection is concurrent.

[4]Cost of reporting fees are the homeowner's responsibility and are collected on behalf of the Health Department by the septic service provider.

[5]Fee selection is dependent on the severity of the violation(s) as determined by the

Health Department Official.

[6]Initial certification fees are 50% of original if application is submitted between Sept. 16 and March 14.

[7]Fees noted for inspection activities can apply to Health Department authorized entities.

Water Resources

Group A

Fee Description	2026 Rate	2027 Rate
Renewal of Expired Well Site Application	$240	No change.
Sanitary Survey, 3 hours minimum[1]	$720	No change.
Well Construction Only	$600	$540
Well Decommissioning	$540	No change.
Well Decommissioning Renewal (two-year extension)	$240	No change.
Well Inspection (existing well)	$840	No change.
Well Site Inspection and Construction	$1,080	No change.

Group B (from 2-14 connections)

Fee Description	2026 Rate	2027 Rate
Existing/Non-expanding Water System, 5.75 hours minimum[1]	$1,380	No change.
Expanding/Improvement Water System, 7 hours minimum[1]	$1,680	No change.
Group B System Permit	$180	No change.
New Water System, 10 hours minimum[1]	$2,400	No change.
Plan Modification/System Update (field)	$600	No change.
Plan Modification/System Update (office)	$240	No change.
Renewal of Expired Well Site Application	$240	No change.
Sanitary Survey, 2.5 hours minimum[1]	$600	No change.
System Record Change	$180	No change.
Water Quality Treatment Method Review	$720	No change.
Water System Inactivation,1.75 hours minimum[1]	$420	No change.
Well Construction Only	$600	$540
Well Decommissioning	$540	No change.
Well Decommissioning Renewal (two-year extension)	$240	No change.
Well Inspection (existing well)	$840	No change.
Well Site Inspection and Construction	$1,080	No change.

Individual Well: Siting and Permitting

Fee Description	2026 Rate	2027 Rate
Renewal of expired well site application	$240	No change.
Variance/Waiver, 3 hours minimum.	$720	No change.
Well Construction Only	$540	No change.
Well Decommission Renewal (two year extension)	$240	No change.
Well Decommissioning	$540	No change.
Well Inspection (existing individual or remodel)[2]	$540/$840	No change.
Well Site Inspection and Construction	$1,080	No change.
Well Water Treatment Plan Review	$540	No change.

Other Water Resource Fees

Fee Description	2026 Rate	2027 Rate
Engineering Review, 2.75 hours minimum[1]	$660	No change.
Reinspection	$360	No change.
Renewal of Expired Design Report, 2 hours minimum[1]	$480	No change.
Resubmittal	$240	No change.
Water Adequacy Field Review ~~(plus lab fees)~~	$480	No change.
Water Adequacy Field Review–Facility Licensing and Renewal	$480	No change.
Water Adequacy Office Review	$180	No change.
Water Adequacy Office Review–Facility Licensing and Renewal	$180	No change.
Work Started Without Approval/Permit	Double Original Fee	No change.

[1]Additional hours charged at hourly rate (2027: $240).

[2]Fee reduction when application is accompanied by a corresponding Remodel Field Visit Application for the same property and the site inspection will be conducted concurrently.

Solid Waste

Solid Waste[1]

Fee Description	2026 Rate	2027 Rate
Facility Review, per hour (plus outside costs)	$240	No change.
Initial Solid Waste Permit Application, 12 hours minimum	$2,880	No change.
Post Closure Review, 5 hours minimum	$1,200	No change.
Variance Request - Solid Waste Regulation, 3 hours minimum	$720	No change.
Activities started without Approval/Permit	Double Original Fee	No change.

Permit Exempt Facilities[1]

Fee Description	2026 Rate	2027 Rate
Initial Facility Compliance Review/Inspection, 3 hours minimum	$720	No change.
Permit Exempt Facilities – Annual inspection Fee, 2 hours minimum	$480	No change.

Composting Facilities[1]

Fee Description	2026 Rate	2027 Rate
Less than 10,000 Cubic Yards Annually, 10 hours minimum	$2,400	No change.
More than 10,000 Cubic Yards Annually, 20 hours minimum	$4,800	No change.

Garbage Collectors

Fee Description	2026 Rate	2027 Rate
Garbage Collector Certificate	$300	No change.
Each truck	$120	No change.

Landfills – Variable Depending on the Site[1]

Fee Description	2026 Rate	2027 Rate
Inert Landfill, 10 hours minimum	$2,400	No change.
Limited Purpose Landfills, 27 hours minimum	$6,480	No change.

Moderate Risk Waste Facility or Collection Program

Fee Description	2026 Rate	2027 Rate
Moderate Risk Waste Facility (MRWF), per hour	$240	No change.

Piles Used for Storage or Treatment/Other[1]

Fee Description	2026 Rate	2027 Rate
Less than 10,000 Cubic Yards Annually, 10 hours minimum	$2,400	No change.
More than 10,000 Cubic Yards Annually, 20 hours minimum	$4,800	No change.

Piles – Variable Depending on the Site[1]

Fee Description	2026 Rate	2027 Rate
Petroleum Contaminated Soil Treatment Facility, 20 hours minimum	$4,800	No change.
Street Waste Handling Facility, 7 hours minimum	$1,680	No change.
Waste Tire Storage, 7 hours minimum	$1,680	No change.

Recycling and Material Recovery Facilities[1]

Fee Description	2026 Rate	2027 Rate
Less than 10,000 Cubic Yards Annually, 10 hours minimum	$2,400	No change.
More than 10,000 Cubic Yards Annually, 20 hours minimum	$4,800	No change.

Surface Impoundments[1]

Fee Description	2026 Rate	2027 Rate
Surface Impoundments, 14 hours minimum	$3,360	No change.

Transfer Station and Drop Box Facilities[1]

Fee Description	2026 Rate	2027 Rate
Less than 10,000 Cubic Yards Annually, 10 hours minimum	$2,400	No change.
More than 10,000 Cubic Yards Annually, 20 hours minimum	$4,800	No change.

Waste Disposal Authorization (WDA)[1]

Fee Description	2026 Rate	2027 Rate
Review and approval per hour	$240	No change.

[1]Additional hours charged at hourly rate (2027: $240).

Sampling, laboratory, and other outside professional and agency service charges not included in fees or hourly rates unless specified.

Hazardous Waste

Underground Storage Tanks

Fee Description	2026 Rate	2027 Rate
~~Site Cleanup/~~Underground Storage Tank Removal Application, 12 hours minimum[1,2]	$2,880	No change.
Site Cleanup Permit, 12 hours minimum[1,2]	$2,880	No change.
Long-term Groundwater Monitoring Permit, 6 hours minimum[1,2]	N/A	$1,440
Work Started Without Approval/Permit	Double Original Fee	No change.

South Tacoma Groundwater Protection District (STGPD) Permit

Fee Description	2026 Rate	2027 Rate
New Facility Review and Permit, per site, 3 hours minimum[2]	$720	No change.
Class I – Less than 1000 Gallons (6300 lbs.) of Hazardous Substances on site or Infiltration System Only[2,3]	$360	No change.
Class II – ~~Greater~~ More than 1000 Gallons (6300 lbs.) of Hazardous Substances on site OR an Infiltration System and any quantity of Hazardous Substances on site[2,3]	$540	No change.
Change of ownership (no change in operations)	$240	No change.
New Above Ground Storage Tank, each 2~~.5~~ hours minimum[2]	$600	$480
New or replacement Underground Storage Tank, each 2 hours minimum[2]	$480	No change.
Reinspection	$240	No change.

Clandestine Drug Lab (CDL)

Fee Description	2026 Rate	2027 Rate
CDL Rescission of Non-compliance Recording[4]	$1,087	No change.
CDL Site Evaluation, Remediation, Technical Support, Site Management Fee, 10 hours minimum[2]	$2,400	No change.
Activities Started Without Approval/Permit	Double Original Fee	No change.

[1]Valid for one year from issuance date. Valid permits are required for all work at UST sites.

[2]Additional hours charged at hourly rate (2027: $240).

[3]EnviroStars certified businesses receive a 50% discount on annual permit.

[4]Includes the Pierce County Auditor and Tacoma-Pierce County Health Department's fees for both the Recording of Non-Compliance and Recording of Compliance. The Pierce County Auditor portion is $607 and the Health Department's portion is $480 in 2027.

Infectious Waste

Infectious Waste Permit per Generator

Fee Description	2026 Rate	2027 Rate
New Facility Review and Permit, per site, 2 hours minimum[1]	N/A	$480
Alternate Technology Review, per hour	$240	No change.
Change of ownership (no change in operations)	$240	No change.
Class I-A–Generates less than 50 lbs. per month	$300	No change.
Class I-B–Generates 50 to 110 lbs. per month	$360	No change.
Class I-C–Generates more than 110 lbs. per month	$480	No change.
Class II–Infectious Waste Transporter	$480	No change.
Class III–Storage and Treatment Facility	$720	No change.
Each additional truck over one truck	$120	No change.
Infectious Waste Consultation, per hour	$240	No change.
Reinspection	$240	No change.
Infectious Waste Activities Started Without Approval/Permit	Double Original Fee	No change.

[1]Additional hours charged at hourly rate (2027: $240).

Tobacco Compliance

Tobacco Compliance

Fee Description	2026 Rate	2027 Rate
Reinspection	$480	No change.
"25 Foot Rule" variance request, 3 hours minimum[1]	$720	No change.
Tobacco Code Consultation, per hour	$240	No change.

Miscellaneous

Miscellaneous Fees

Fee Description	2026 Rate	2027 Rate
Additional Inspection Fee (second and subsequent inspections) for Recording of Compliance	$240	No change.
Consultation~~/Pre-hearing Conference~~, per hour (plus outside costs)	$240	No change.
Copy Fee, per copy	$0.15	No change.
Cost recovery, per hour	$240	No change.
Expedited Review (subject to staff availability)	Double Original Fee	No change.
Insufficient Funds Check Fee	$35	No change.
Recording of Compliance[2]	$1,087	No change.
Refund Processing	$60	No change.
Variance/Waiver–not otherwise specified, 3 hours minimum[1]	$720	No change.

Late Fee

Fee Description	2026 Rate	2027 Rate
1–30 Days	Invoice plus 25%	No change.
31 Days & Over	Invoice plus 50%	No change.

[1]Additional hours charged at hourly rate (2027: $240).

[2]Includes the Pierce County Auditor and Tacoma-Pierce County Health Department's fees for both the Recording of Non-Compliance and Recording of Compliance. The Pierce County Auditor portion is $607 and the Health Department's portion is $480 in 2027.

Sampling, laboratory, and other outside professional and agency service charges not included in fees or hourly rates unless specified.

NOTE: The Health Officer is authorized to establish fees for any service provided by Environmental Health Programs, which do not precisely conform to defined categories. Such fees will be determined based upon the hourly rate for services. An additional charge will be assessed for services rendered on weekends or after hours on weekdays. Outside costs incurred by the Health Department may include, but are not limited to, laboratory/analytical work and environmental or engineering consultant services. Outside costs charged to project proponents will include the invoiced amount and applicable indirect costs.

Respiratory Illness Season Reminder & RESP-NET

Tacoma-Pierce County Board of Health

Nov. 4, 2026

Natasha Holbert
& Elle Cooper

Tacoma-Pierce County
Health Department
Healthy People in Healthy Communities

Agenda

- Strategic Plan connection.
- Respiratory illness season.
- Introduction to Respiratory Virus Hospitalization Surveillance Network (RESP-NET) program.
- Why is it important.
- How we use this data.
- Data dashboards.

Tacoma-Pierce County
Health Department
Healthy People in Healthy Communities

2025–2029

Strategic Plan

Vision

Healthy People in Healthy Communities.

Mission

We protect and improve the health of all people and places in Pierce County.

Values

- Equity.
- Integrity.
- Respect.
- Leadership.

Strategic Initiative

Improve Health Outcomes

Measures:

- Improve trust in the Health Department among community partners from 77% in 2020 to 90% in 2029.
- Increase public access to public health measures and data by 2029.
- Decrease health inequities among Black, Indigenous, and People of Color (BIPOC) communities by 2029.

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Respiratory illness season

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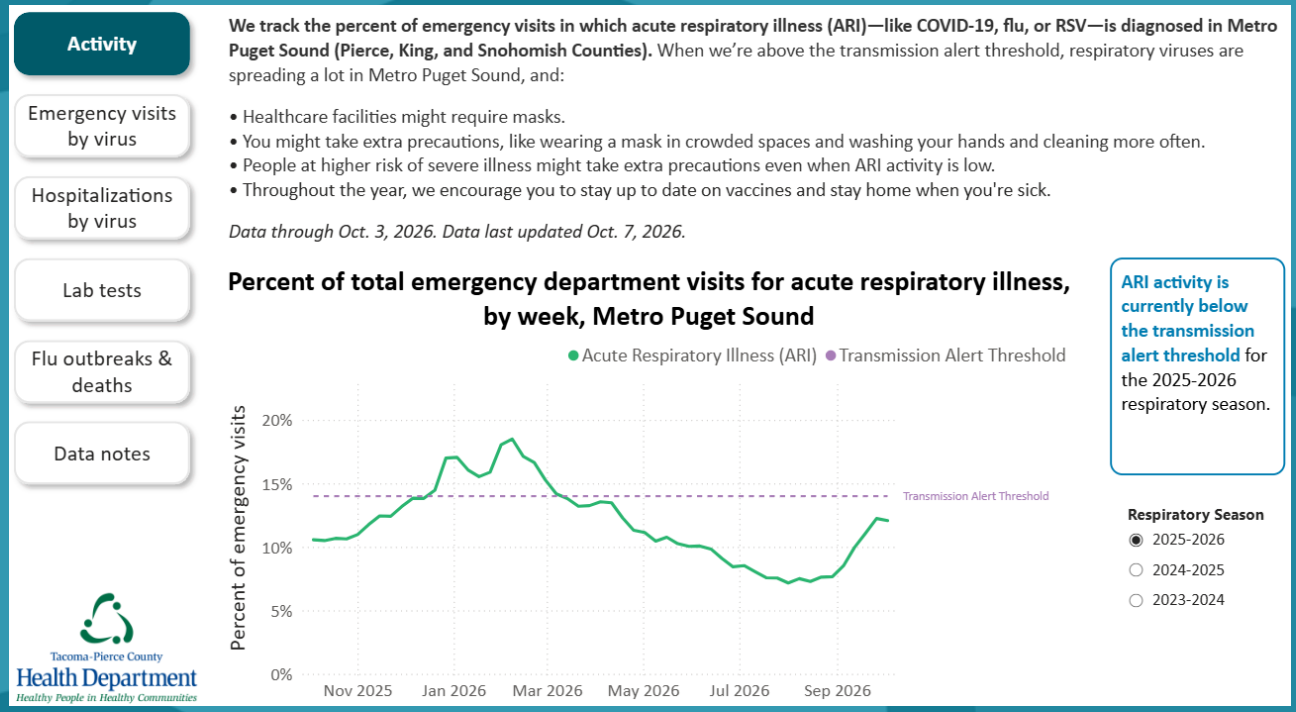
Respiratory illness season is here

- What we can expect.
  - Increase in emergency room visits and hospital admissions.
  - Increase in school absences.
- How we monitor.
  - Respiratory Illness Data Dashboard.
  - Track aggregate acute respiratory illness levels to inform healthcare masking recommendations.



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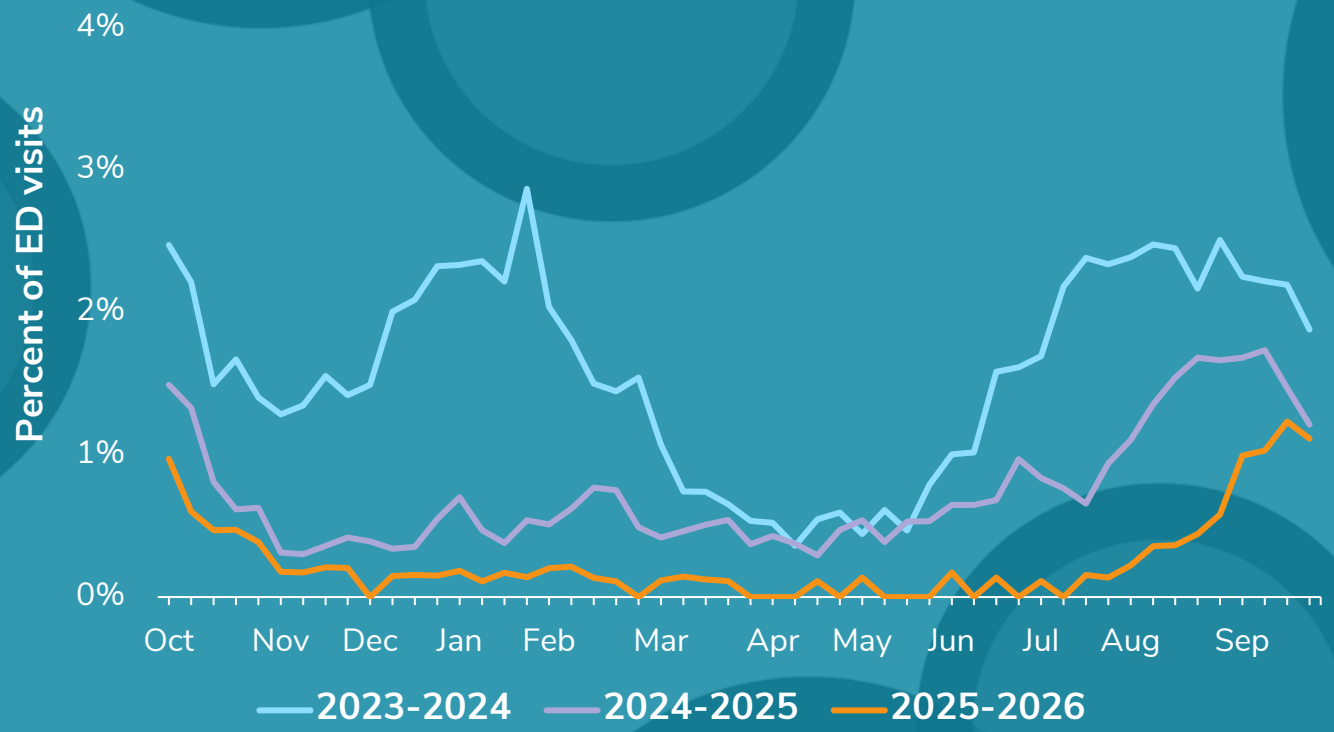
Previous respiratory season disease activity in Pierce County

Percent of total emergency department visits for COVID-19, by week, by respiratory season



Source: CDC ESSENCE-NSSP.

COVID-19 ED visits

- Historical waves in winter and summer.
- Progressive decrease in community levels over last 3 seasons.

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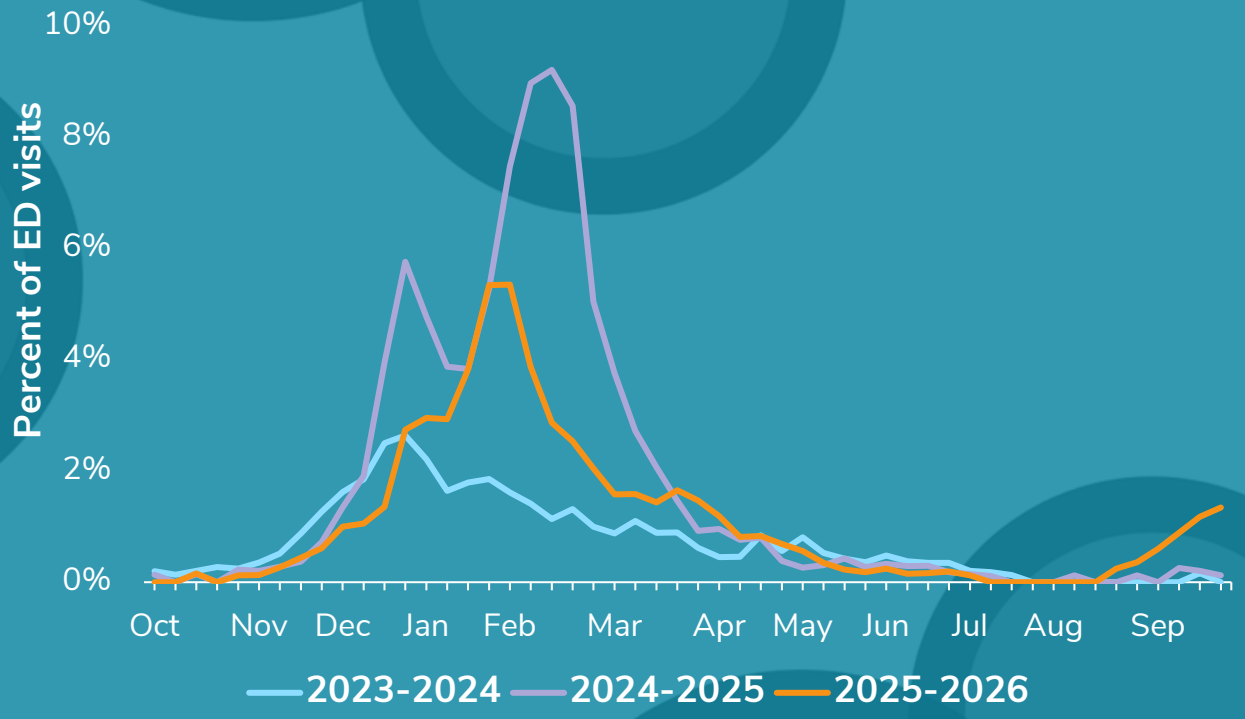
Previous respiratory season disease activity in Pierce County

Percent of total emergency department visits for Influenza, by week, by respiratory season



Source: CDC ESSENCE-NSSP.

Influenza ED visits

- Historical waves in winter months.
- Early wave this year starting at end of 2025-2026 season.

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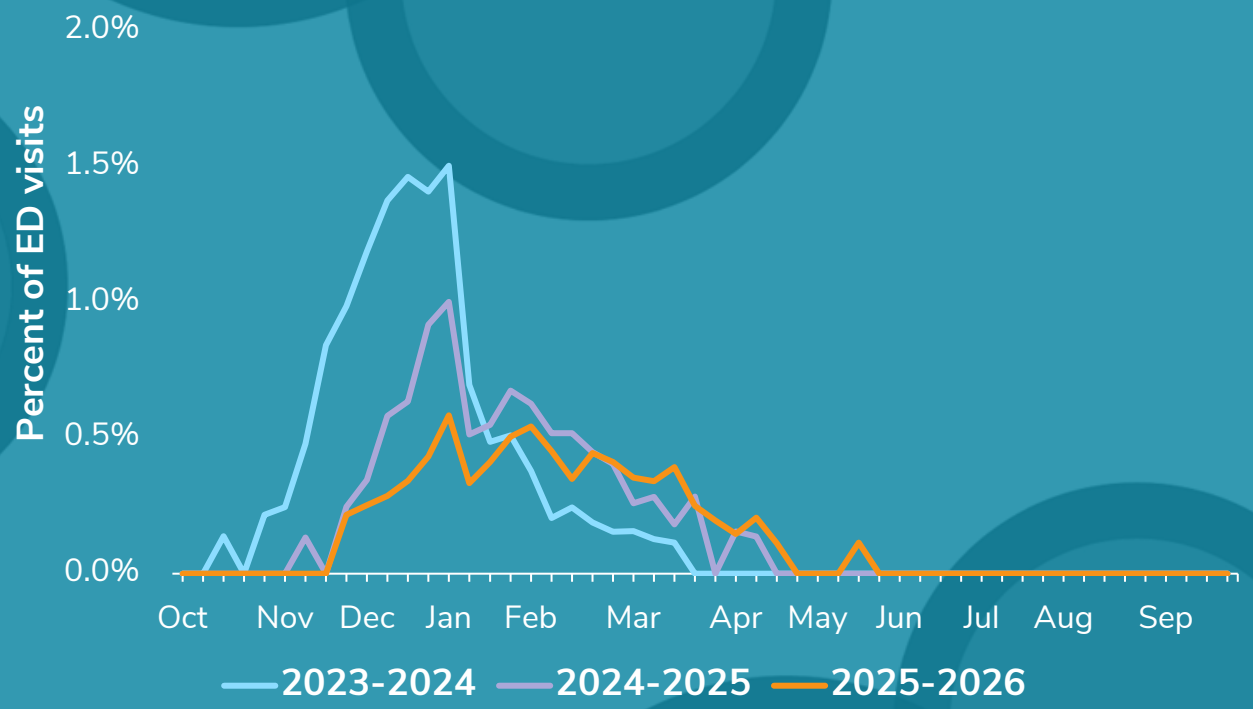
Previous respiratory season disease activity in Pierce County

Percent of total emergency department visits for RSV, by week, by respiratory season



Source: CDC ESSENCE-NSSP.

RSV ED visits

- Historical waves in winter months.
- Progressive decrease in community levels over last 3 seasons.

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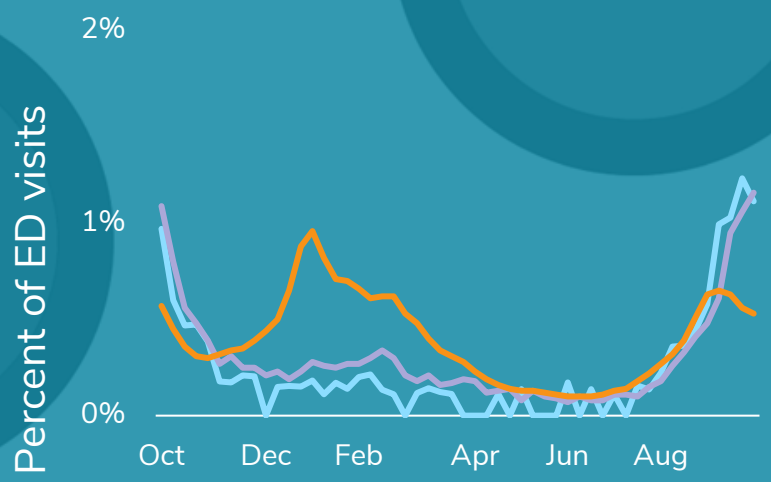
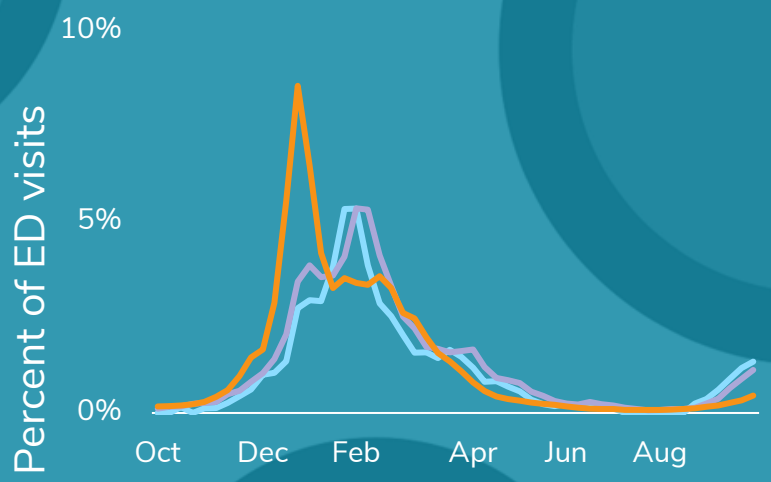
2025-2026 respiratory season weekly percent of ED visits

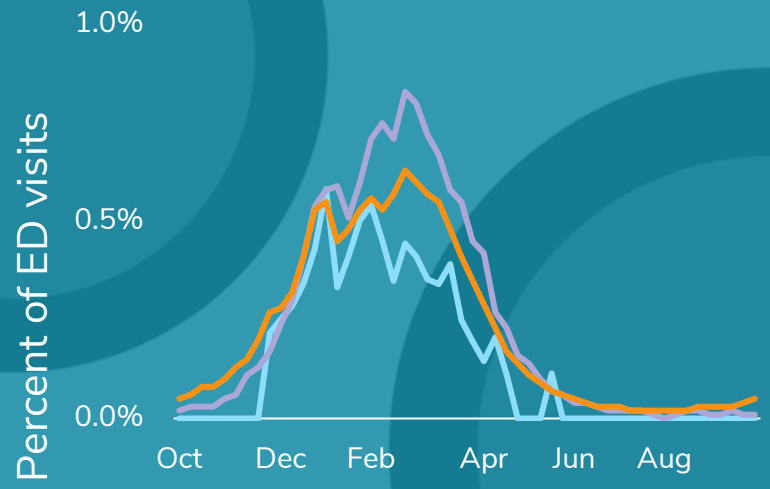
COVID-19



Influenza



RSV



Pierce County
Washington
United States

Source: CDC ESSENCE-NSSP.

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RESP-NET

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Respiratory Virus Hospitalization Surveillance Network (RESP–NET)

- Part of a national CDC-sponsored Emerging Infections Program (EIP).
- 3 platforms that conduct population-based surveillance for laboratory-confirmed hospitalizations among children and adults.
  - COVID-NET, FluSurv-NET, & RSV-NET.
- Surveillance conducted through acute care hospitals in 13 states.

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RESP-NET primary objectives

- Provide timely age-specific rates of hospitalizations among adults and children.
- Describe clinical characteristics, interventions, and outcomes of patients with these hospitalizations.
- Assess risk factors for complications among hospitalized people.

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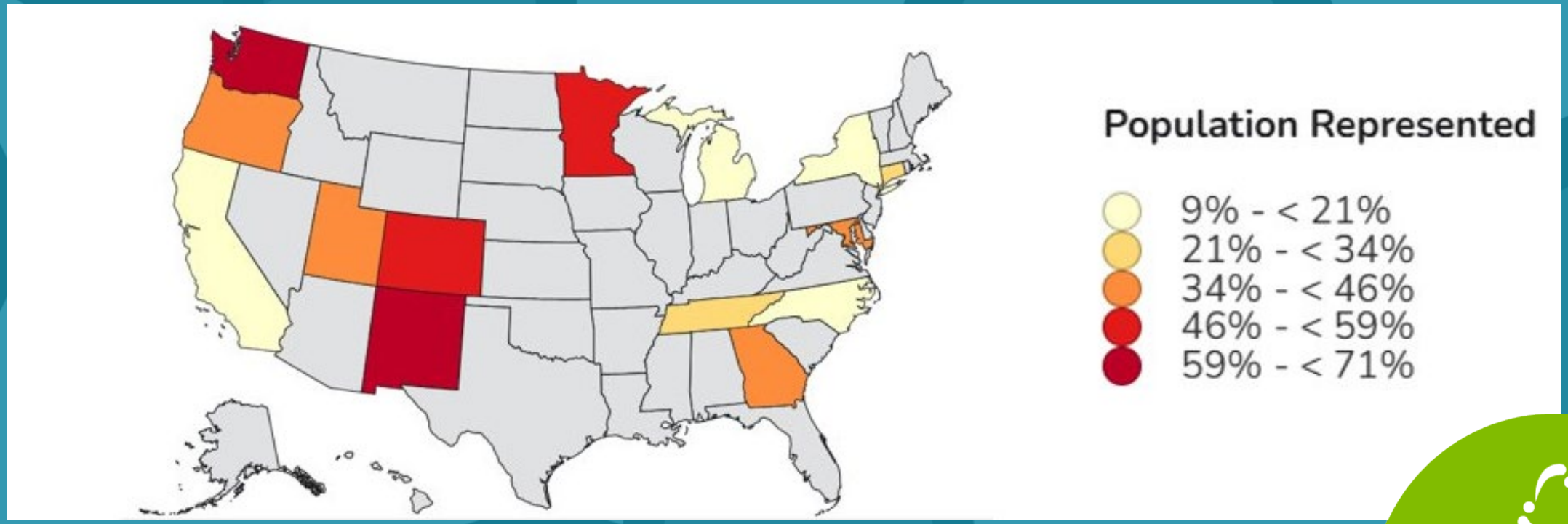
RESP-NET network

- Covers 40+ million people and 12% of U.S. population.



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RESP-NET in Washington

- 7 local health jurisdictions (8 counties).
- 43 healthcare facilities.
- 5.7 million people.*
- >70% of state population.*

*Census population estimates for 2023.

Source: Respiratory Virus Hospitalization Surveillance Network | Washington State Department of Health.

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RESP–Net hospitalization defined

- A hospitalized patient who is a resident of the 8 RESP-NET counties and tests positive for SARS-CoV-2, influenza, or RSV within 14 days before or during their hospitalization.

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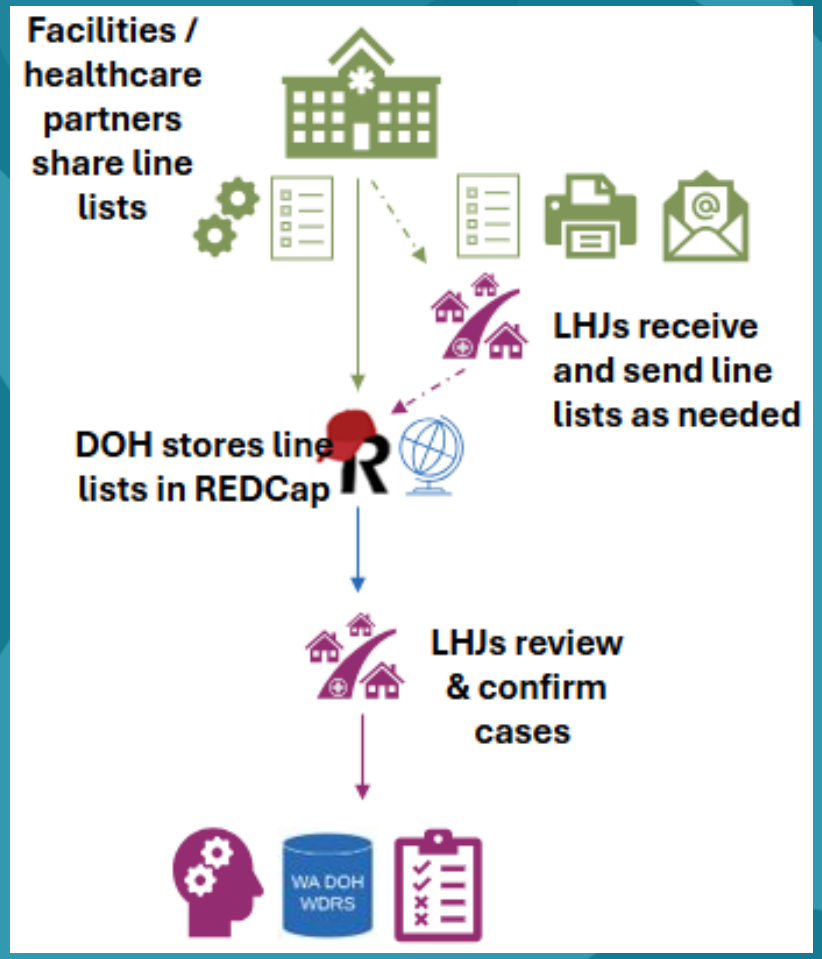
RESP-NET data flow



Source: Washington State Department of Health, RESP-NET.

- **Hospitals** submit lists of laboratory-confirmed COVID-19, influenza, and RSV hospitalized patients to LHJ/DOH.
- **LHJs** determine if patients meet case definition and fill in missing info.
- **DOH** submits weekly list to CDC.

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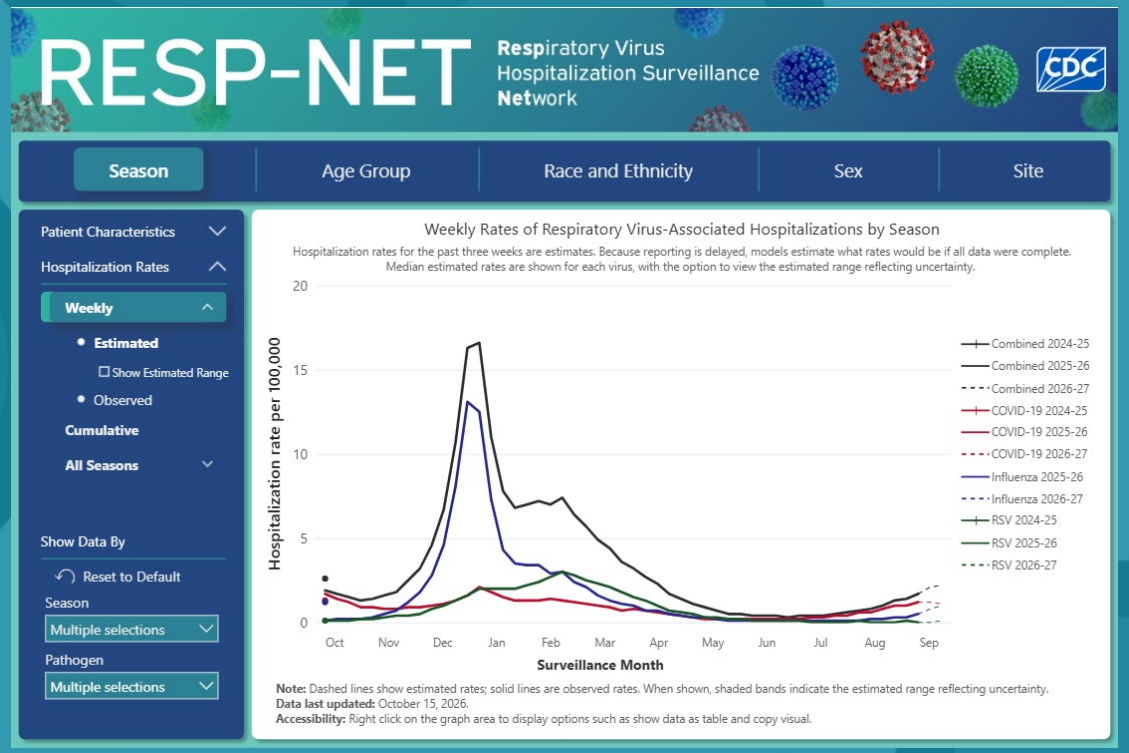
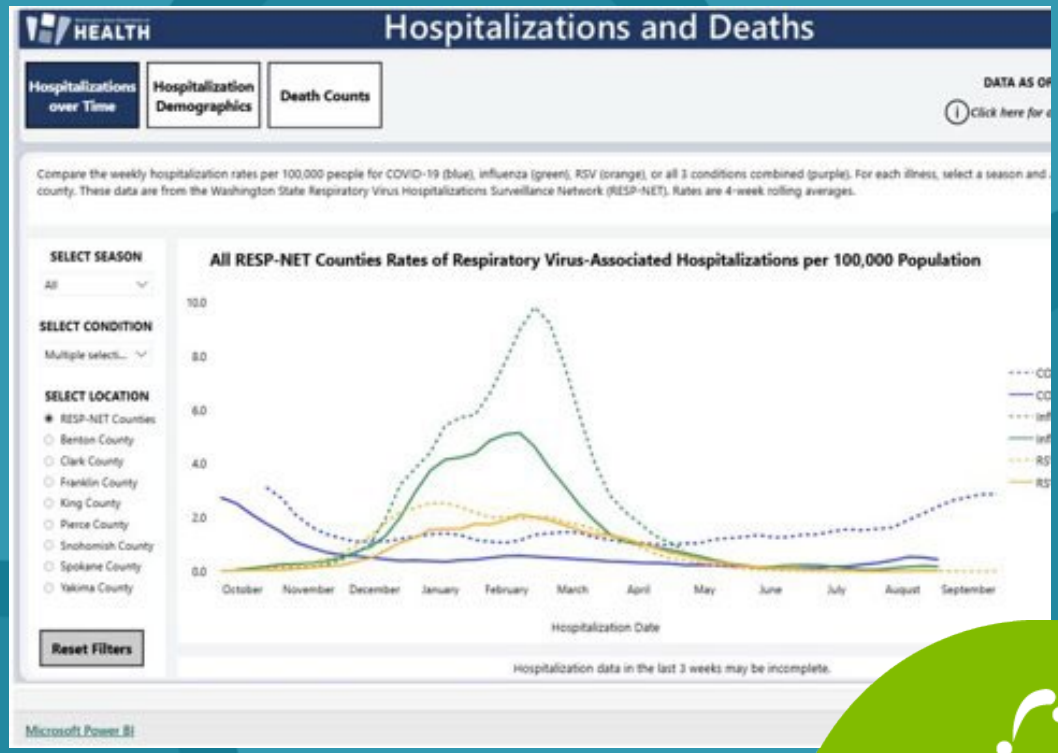
How we use RESP-NET data

- Real-time disease monitoring.





[Respiratory Virus Hospitalization Surveillance Network (RESP-NET) | RESP-NET | CDC]

[Respiratory Illness Data Dashboard | Washington State Department of Health]

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Our team

Monitors and reports trends in viral respiratory illness to partners.

Identifies outbreaks in long term care settings.

Identifies potential influenza-associated deaths.

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2026–2027 WA RESP-NET priorities

- Review 100% of potential cases to confirm each meets definition for COVID-19, RSV, and flu.
- Complete subtyping for >20% of influenza cases.
- Increase % of hospitals auto-generating line lists using standardized protocols.
- Link vaccination status to RESP-NET data.

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More priorities for 2026–2027 season

- Identify location of all RESP-NET cases.
- Use vital records data to identify deaths outside of the hospital setting.
- Explore future sources for indicators of severity.
  - ICU status.
  - Mechanical ventilation.

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Questions?

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