



Clallam County Board of Health

Agenda for July 21, 2026 1:30 – 3:30 pm

Clallam County Courthouse

Board of Commissioners Meeting Room 160

223 E. 4th Street, Port Angeles, WA 98362

Board of Health Meeting – Available in person or virtually:

- **Zoom (audio only):** Call +1 253-215-8782, Meeting ID **935 7343 5754**, Passcode **095863**
- **Zoom (video):** [Join here](#) with the same ID and Passcode
- **Live stream:** clallamcountywa.gov/meetings

Public comment/questions: Clerk of the Board 360-417-2276 or email nan.furford@clallamcountywa.gov

1. **Call to Order**
2. **Roll Call**
3. **Request for Modifications/Approval of Agenda**
4. **Approval of Draft Meeting Minutes for June 16, 2026**
5. **Public Comment for Agenda Items – *Please limit comments to three minutes***
6. **Health Officer: Infectious Disease Update**
7. **Program Updates/Informational Reports**
 - Public Health Highlights – Staff
8. **Discussion Items**
9. **Board of Health Presentations**
 - Environmental Health: 2025 Annual Report – Jennifer Garcelon
10. **Board of Health Public Hearings**
11. **Environmental Health Director**
12. **HHS Director**
13. **Future Agenda Items**
14. **Board Member Updates & Announcements**
15. **General Public Comment – *Please limit comments to three minutes***
16. **Adjournment**

Next Meeting: August 18, 2026

Board of Health Members: Chair, Mike French, Vice-Chair, Shahida Shahrir, Tia Skerbeck, Dr. Paul Cunningham, Pete Tjemsland, Tara Coffin, Mark Ozias, and Randy Johnson

Health & Human Services Staff: Dr. Allison Berry, Health Official; Kevin LoPiccolo, Director; Jenny Oppelt, Deputy Director; Jennifer Garcelon, Environmental Health Director; Nan Furford, Clerk of the Board



CLALLAM COUNTY BOARD OF HEALTH

MINUTES of June 16, 2026 @ 1:30 – 3:30 pm

Clallam County Courthouse

Board of Commissioners Meeting Room 160

223 E. 4th Street

Port Angeles, WA 98362

Meeting was held via Zoom (Video conference)

REGULAR MEETING OF THE CLALLAM COUNTY BOARD OF HEALTH

Call to Order: The meeting was called to order at 1:30 p.m.

Roll Call: Members present: Chair, Commissioner Mike French; Commissioner Mark Ozias; Commissioner Randy Johnson; Vice-Chair, Shahida Shahrir; Jamestown S'Klallam Tribe Representative, Paul Cunningham; Pete Tjemslund, City Council Member; Health Officer, Dr. Allison Berry; HHS Director, Kevin LoPiccolo; Jennifer Oppelt, HHS Deputy Director; Environmental Health Director, Jennifer Garcelon

Members absent: Lower Elwha Klallam Tribe Representative, Tia Skerbeck

Request for Modifications/Approval of Agenda

Motion by Commissioner Ozias, seconded by Paul Cunningham, to approve the agenda. Motion carried unanimously.

ACTION TAKEN: Agenda approved.

Approval of Draft Meeting Minutes for May 19, 2026

Motion by Commissioner Ozias, seconded by Commissioner Johnson, to approve the minutes. Motion carried unanimously.

Public Comment:

- Dr. Thomas DeForrest questions the efficacy of how we are dealing with the homeless.
- Stacy Richards commented on harm reduction.
- Bradley Callaway commented on harm reduction.
- Mitch Zenobi commented on harm reduction.
- Stephanie Day commented on harm reduction.
- Jake Seegers commented on the Environmental Health report.
- Jody Dotson commented on harm reduction.
- David Rogers commented on harm reduction.
- Teresa Miller commented on local health officer powers and duties to clean up Tumwater creek.
- Mark Curtis commented on harm reduction and addiction.
- Jeff Tozzer commented on community leader behavior.
- Denise Lapio commented on drug testing and harm reduction.
- Deborah Anderson commented on harm reduction.
- George Peterson commented on solutions to saving lives and homeless addiction.

Health Officer – Infectious Disease Update

Dr. Berry reported low rates of influenza, RSV, and COVID-19 in Clallam County and noted that Public Health was investigating a small cluster of pertussis cases among children. Discussion followed.

Program Updates / Informational Reports:

- **Public Health Highlights**

Lisa Bridge presented the May 2026 Public Health Highlights report. Discussion followed.

Discussion Items:

- **Board of Health Vacancy – Interview Panel Recommendation.**
Jennifer Oppelt reported that the At-Large position had fifteen applicants. Three people were interviewed. The interview panel recommended moving forward with the appointment of Tara Coffin to fill the At-Large Board of Health position. Motion by Paul Cunningham, seconded by Shahida Shahrir to recommend to the Board of County Commissioners that Tara Coffin be appointed as the At-Large member. The other vacancy is for a consumer of Public Health.
- **Foundational Public Health Services (FPHS) Funding Update**
Kevin LoPiccolo provided an update regarding the reduction of approximately \$580,000 in Foundational Public Health Services funding effective July 1, 2026. The reduction is anticipated to result in the elimination of six positions, including five positions within Public Health and one position within Environmental Health. Discussion followed.
- **Opioid Settlement Funding Request to Reallocate**
Kevin LoPiccolo discussed the current allocation and keeping three staff at the Harm Reduction Health Center and reducing the overall cost of supplies. Requested funding to keep three staff for the Harm Reduction Health Center. Discussion followed.

Paul Cunningham moved, seconded by Shahida Shahrir, to recommend that the Board of County Commissioners approve the restructuring of Harm Reduction Health Center funding through the use of Opioid Settlement Funds, including an increase of \$18,756 for the current year and ongoing funding consideration through the budget process. The motion passed unanimously.

Board of Health Presentations:

- **Environmental Health: 2025 Annual Report & Solid Waste Update - Staff**

Eli Owens presented the Solid Waste update. Discussion followed.

The Annual Report will be rescheduled for next month.

Board of Health Public Hearings

None.

Environmental Health Director - Jennifer Garcelon

Jennifer Garcelon reported that Environmental Health staff continue to adjust operations in response to recent funding reductions and indicated she would provide a more detailed update at the next meeting.

HHS Director – Kevin LoPiccolo

No comment.

Future Agenda Items:

None.

Updates & Announcements:

None.

Public Comment

- Dr. Thomas DeForrest clarified his statement earlier.
- Vanessa Baker has drafted a proposed policy resolution that summarized concerns of every person today.
- Jake Seegers spoke about evidence.
- Mitch Zenobi asked questions regarding suicide and drug use.
- George Peterson spoke about Ibogaine and the Streets grant.
- Jeff Tozzer spoke about needle theft.

Adjournment

The meeting was adjourned at 3:31 p.m.

Next Meeting – July 21, 2026

PASSED AND ADOPTED this _____ day of _____, 2026

CLALLAM COUNTY BOARD OF HEALTH

Mike French, Chair

Allison Berry, MD, MPH, Health Officer

ATTEST:

Nan Furford, Clerk of the Board

2025 Environmental Health Annual Report

June 2026

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Mission

The Clallam County Environmental Health Division's purpose is to assist in the protection of our community's health through the prevention and control of environmentally related communicable diseases and through the minimization of exposure to environmental health hazards.



Vision

1. Assessing the community's environmental health needs and developing quality, science-based programs in response to these needs
2. Monitoring the community's environmental health status and improving existing services based on changing conditions
3. Providing accurate information and quality educational outreach programs to our community
4. Advocating the principles and values of public health
5. Responsible and professional enforcement of public health regulations
6. Professional conduct that inspires excellence in communication, problem solving, cooperation, teamwork, and public health service
7. Making a positive difference within our community through coordination and collaboration with the public, industry and service organization

Executive Summary

Clallam County Environmental Health (CCEH) presents the 2025 Annual Report, which summarizes our programs, activities, and outcomes for the year. This report covers the Drinking Water Program, Food Safety and Living Environment Program, Onsite Septic Program, Solid and Hazardous Waste Program, Water Quality Program, and Administration. Each section includes staffing information, routine work, annual highlights, challenges, and key data.

In 2025, Environmental Health generated **\$1,601,385** in revenue from program fees, grants, and County general funds. Expenditures totaled **\$1,691,137**, with staffing accounting for 73% of overall costs. The CCEH team consists of 14 employees, including Environmental Health Specialists, Customer Service Specialists, a Database Technician, and the Director.

Over the past five years, several trends have emerged. In 2025, drinking water sample volume increased, onsite septic permitting decreased slightly, O&M report submissions rose, food program inspections increased, and complaint investigations remained higher than in earlier years.

	2021	2022	2023	2024	2025
Water Availability Requests Processed	261	275	287	345	397
Total Samples in Drinking Water Lab	2,827	3,028	4,912	3,845	4,012
Food Service Permits (Permanent and Temp)	406	509	589	613	617
Food Service Inspections (Perm and Temp)	119	117	248	334	386
Food Service Plan Reviews	29	47	52	54	50
On-site Permits	431	295	301	294	258
O&M Reports Received	4,024	4,290	3,337	3,908	3,986
Compliance OSS Inspections-Countywide	32.0%	32.5%	29.2%	30.5%	29.2%
Solid Waste Permits Issued	13	13	13	13	13
Solid Waste Inspections	39	33	37	30	38
EH Complaints Investigated -All Programs	138	125	222	218	222

Throughout 2025, CCEH completed required regulatory work, responded to complaints, and provided public outreach and education to protect public health and the environment.

Clallam County Environmental Health

Clallam County Environmental Health (CCEH) is the local health jurisdiction responsible for enforcing environmental health laws and policies throughout Clallam County. CCEH oversees programs in drinking water, food safety and living environment, onsite septic systems, solid and hazardous waste, water quality, and administration.

Environmental health focuses on preventing illness and injury by identifying, evaluating, and reducing exposure to environmental hazards in air, water, soil, food, and other settings (National Environmental Health Association, 2022; www.neha.org).

CCEH staff work with community members and professionals across drinking water systems, food service establishments, onsite septic systems, solid waste facilities, and water quality programs. Staff provide information, inspections, permitting, education, and technical assistance to all residents of Clallam County, including those in Forks, Port Angeles, and Sequim.

Environmental Health Authority

CCEH's authority to enforce environmental health regulations at a local level comes under the Health Officer's authority, [RCW 70.05.070, Local health officer-powers and duties](#) (Dr. Allison Berry, MD, MPH) and under the local Board of Health (BOH), [RCW 70.05.060, Powers and duties of local boards of health](#). The BOH consists of 11 members: the three County Commissioners, one city representative, four tribal representatives, a healthcare provider, a public health consumer, and one community stakeholder.

Clallam County Department of Health and Human Services and Environmental Health are funded through Clallam County. The County provides all funding, budgeting, and employee support. The County government is overseen by the three Board of Commissioners, with a County Administrator under the authority of the Clallam County Charter. For more information go to, [Clallam County Home Rule Charter](#).

For enforcement of Environmental Health codes, Clallam County Code [Title 41 Board of Health Regulations](#), CCEH follows established policies and procedures. When necessary, cases are escalated to the Clallam County Prosecuting Attorney's Office.

Regulation Information

CCEH enforces both Washington State and local environmental health codes. These codes are mandated by Washington State Legislature and the Washington State Board of Health (SBOH). The Washington State environmental health codes include Washington Administrative Code (WAC) in title 173 which are Washington State Department of Ecology codes, and in title 246 which are Department of Health codes. The WACs can be found, [Washington Administrative Code](#). WACs are specific laws. Local codes are Clallam County Code (CCC). Additionally, the rules that govern the laws are the Revised Code of Washington (RCW). The RCWs can be found, [Revised Code of Washington](#).

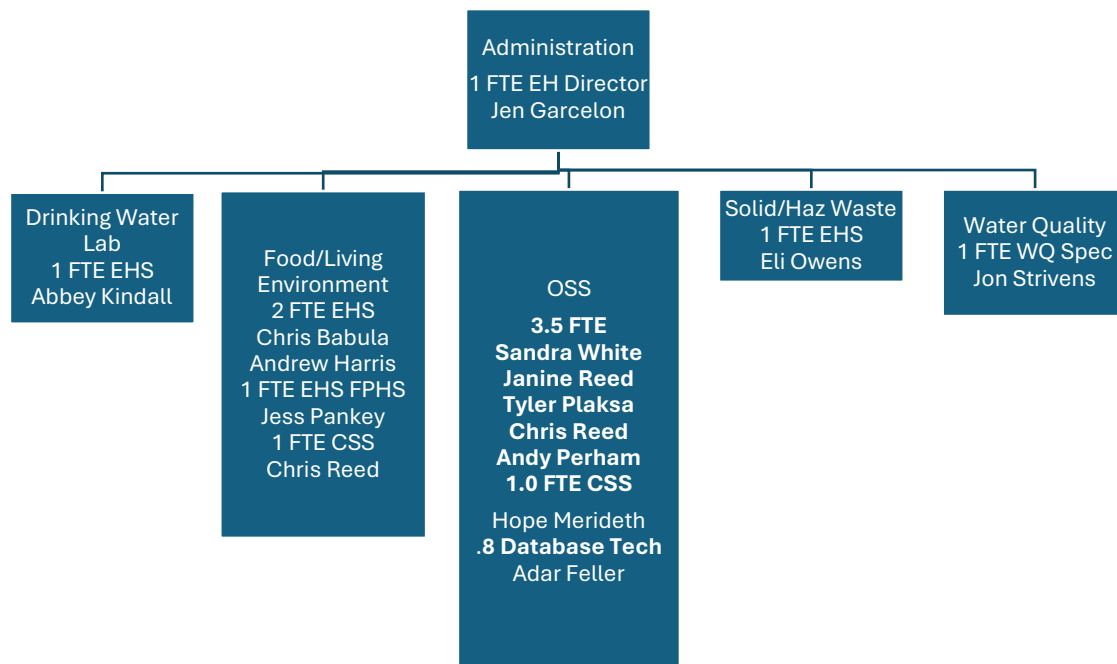
The table below outlines the major State and local EH codes.

Environmental Health Regulations

Program	Code	Name
Drinking Water	WAC 246-290	Group A Public Water Supplies
	WAC 246-291	Group B Public Water Systems
Food Safety	WAC 246-215	Food Service
	WAC 246-217	Food Worker Cards
	CCC 41.40	Rules and Regulations Governing Food Service Establishments
On-Site Septic	WAC 246-272A	On-Site Sewage Systems
	CCC 41.20	On-Site Sewage System
Schools	WAC 246-366	EH and Safety Standards for Primary and Secondary Schools
Solid Waste	WAC 173-304	Minimum Functional Standards for Solid Waste Handling
	WAC 173-350	Solid Waste Handling Standards
	WAC 173-351	Criteria for Municipal Solid Waste Landfills
	CCC 41.11	Solid Waste Regulations
Water Recreation	WAC 246-260	Water Recreation Facilities

Staffing

In 2025, Environmental Health employed 14 staff (13.3 FTE), including the Director; 8.5 FTE Environmental Health Specialists; 2.0 FTE Administrative/Customer Service Specialists; 1.0 FTE Water



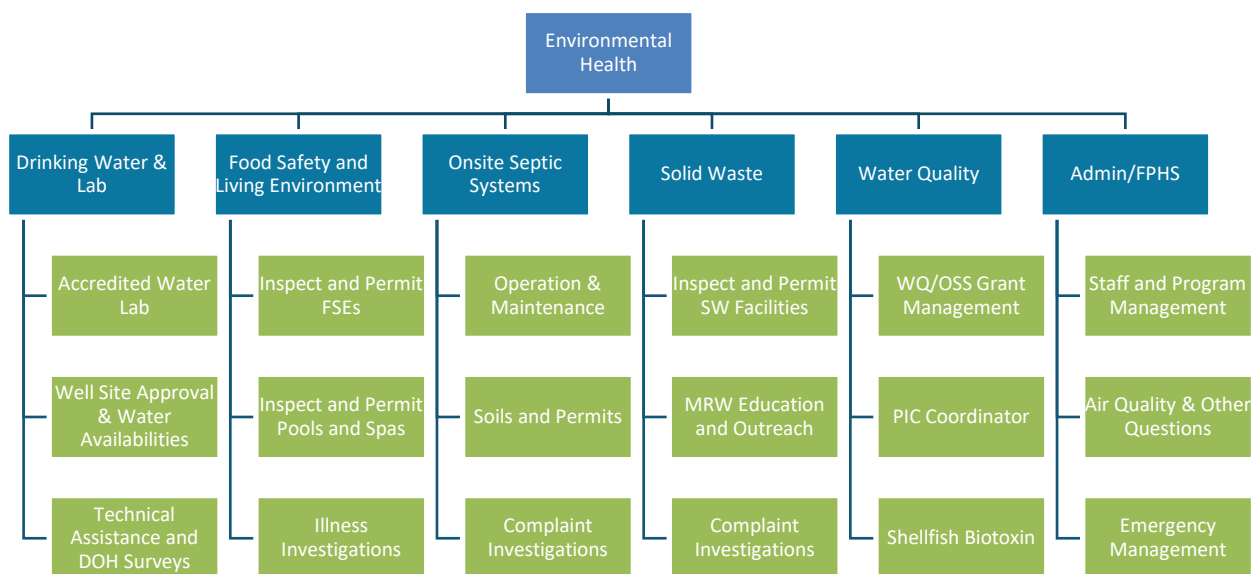
Quality Specialist; and a 0.8 FTE Database Technician. An EHS position deferred in late 2023 was restored in the 2025 budget and filled in July 2025.

Staff are in two separate locations: the main Courthouse Building at 4th St and at the Health and Human Services (HHS) Building on 3rd Street in Port Angeles. The drinking water laboratory is located within the Courthouse.

Clallam County Environmental Health Program Organization

CCEH is organized into six program areas: the Drinking Water Lab, Food Safety and Living Environment, Onsite Septic Systems, Solid and Hazardous Waste, Water Quality, and Administration.

- The Drinking Water Program operates an accredited lab for nitrate and bacteria testing and conducts well siting reviews, proof-of-potable-water evaluations, and DOH water system surveys.
- The Food Safety and Living Environment Program permits and inspects food establishments, pools, and spas.
- The Onsite Septic System Program includes permitting and an Operation & Maintenance (O&M) program focused on routine inspections and outreach.
- The Solid Waste Program issues facility permits, conducts inspections, and provides education.
- The Water Quality Program performs monitoring, restoration, protection projects, and administers water-quality-related grants (e.g., OSS and PIC).
- The Administration Program oversees all EH functions, including foundational public health services (FPHS), emergency response, and vector concerns.

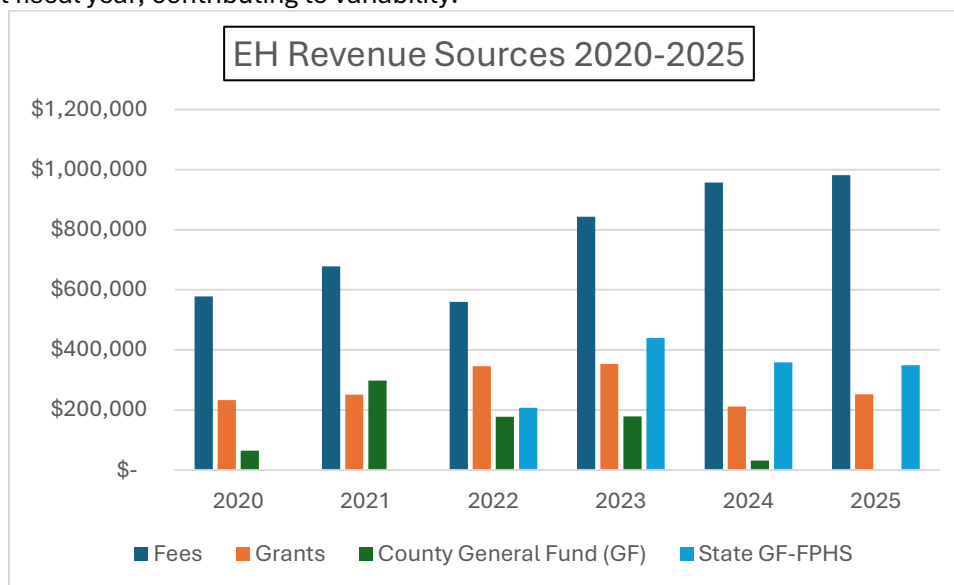


Environmental Health Budget

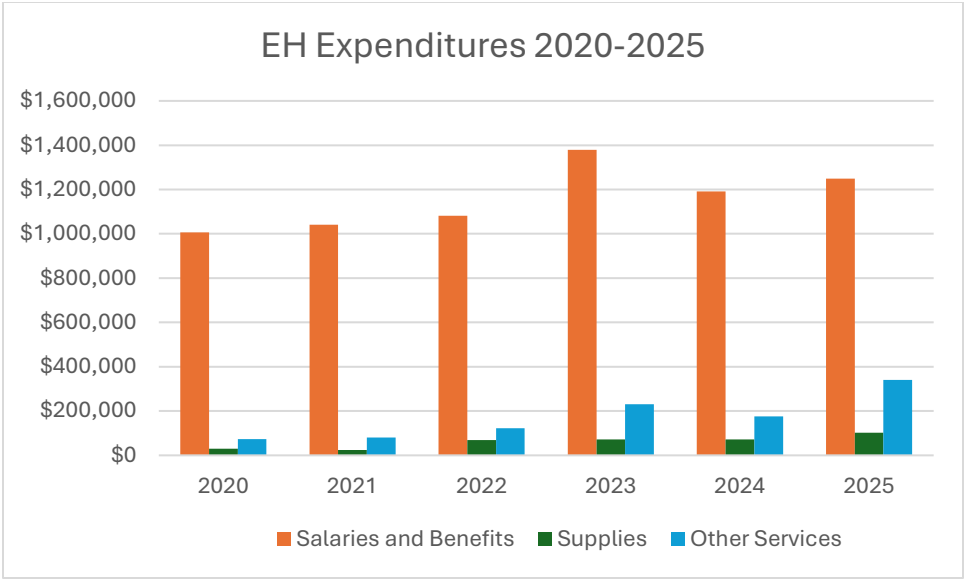
Environmental Health receives funding from program fees, grants, and County general funds. Since 2021, Washington State Legislature has allocated Foundational Public Health Services (FPHS) funding, providing an additional, growing revenue stream.

Program fee revenue is generated primarily from onsite septic, followed by food safety and living environment, drinking water lab services, and solid waste. CCEH manages 9–12 grants per year; in 2025, ten grants were awarded (eight from the Department of Health and two from the Department of Ecology). Less than 0.1% of revenue comes from fines and miscellaneous sources.

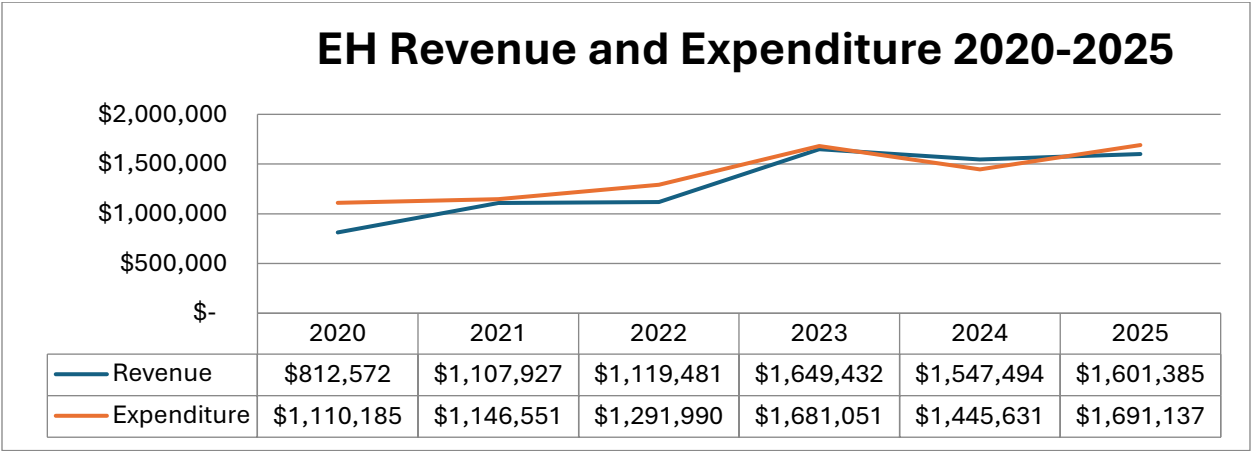
Revenue varies year to year due to market conditions (especially housing and construction affecting OSS permits) and the timing or competitiveness of grants. Some grant payments are received in a subsequent fiscal year, contributing to variability.



The EH expenditures are primarily in three categories: salary and benefits, supplies, and other services. Supplies include general office and operating supplies and small tools for each program. Other services include contracts with other agencies, advertising, postage, training, registration, and license renewals. The graph below shows the expenditures between 2020-2025 in the county budget categories.



The chart below shows the revenue and expenditure from 2020-2025. The expenditure figures do not show general fund contributions, so the gap between funding is covered by general fund. Additionally, the budget does not include County indirect costs.



For 2026, CCEH’s budgeted revenue is **\$1,841,394**, and budgeted expenditures are **\$1,824,006**. These represent direct program costs and do not include indirect County services such as Human Resources or Information Technology.

Drinking Water and Laboratory Program

The Clallam County Environmental Health Drinking Water and Laboratory Program is responsible for the regulation of drinking water sources in Clallam County through sanitary surveys, technical assistance, and complaint investigation. The program also operates the County's accredited environmental health laboratory, which provides routine and investigative water testing for both public and private water systems. Regulatory authority is provided under WAC 246-290, WAC 246-291, WAC 173-50, and RCW 19.27.097. The program also reviews and approves well site locations and water availability for building permits.

Staffing

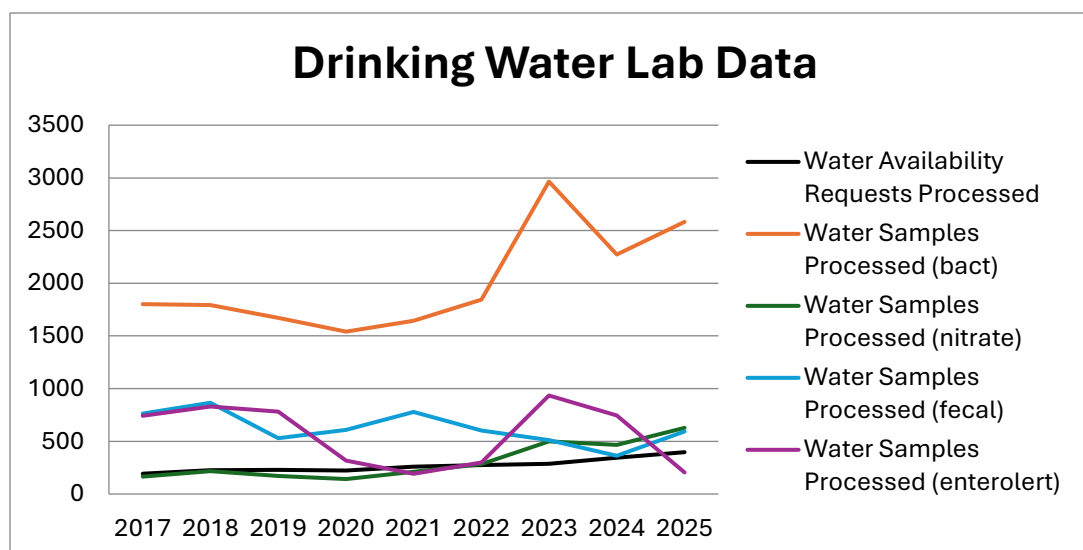
The Drinking Water and Laboratory program is staffed by one Environmental Health Specialist (EHS), Abbey Blair, with support from the front-counter customer service staff and four lab back-ups. Staff and the drinking water laboratory are in the Clallam County Courthouse in Port Angeles.



Routine Activities

Environmental Health operates an accredited Department of Ecology Drinking Water Laboratory that analyzes coliform bacteria, *E. coli*, nitrate, fecal coliform and enterococci. The program's EHS conducts thousands of tests each year for public water systems and private well owners. Customer Service Specialists receive samples at the front counter, initiate the intake process, and assist customers with questions.

The accompanying table shows drinking water laboratory activity and the number of water availability reviews completed annually from 2017–2025.



In addition to lab work, the drinking water EHS verifies the sources of new drinking water connections and provides technical assistance for owners, operators, and consumers. The EHS conducts 8-12 Group A Sanitary Surveys a year in a contract with Department of Health.

Program staff also participate in community outreach by attending local events and providing information to public water systems and private well owners. The program collaborates with the Planning and Building Departments to confirm potable water availability for property development.

Program staff attends conferences, webinars, and meetings with Department of Health, Department of Ecology, and the Dungeness Water Trust to broaden knowledge, understanding, and learn new legislation and processes pertaining to state and local regulations for potable water to better service the people of Clallam County.

2025 Highlights and Stories

- Achieved full laboratory accreditation for the nitrate testing method (HACH 10206), following interim accreditation status in 2023 and 2024. The Department of Ecology completed an on-site accreditation inspection in February 2025.
- Launched online applications for Water Availability and Well Site Approval through the Citizen Self Service (CSS) Portal in April 2025, allowing well drillers and applicants to submit materials electronically.
- Developed additional internal written protocols for water availability and well site approvals.
- Completed new GSD-generated reports for Well Site Approval and Water Availability, providing standardized printed approval documents for submitted permits or plans.



WELL SITE LOCATION APPROVAL
CLALLAM COUNTY ENVIRONMENTAL HEALTH SERVICES
 Physical: 223 E 4th St, Room 130 | Mailing: 111 E 3rd St, Port Angeles, WA, 98362
 PHONE: 360-417-2258 | EMAIL: ENVIROHEALTH@CLALLAMCOUNTYWA.GOV

Plan Type: Well Site Approval	Plan Number: HWEL2025-00066	App Date: 10/03/2025
Work Class: Well Site Approval		Exp Date:
Status: Approved		Completed: 10/24/2025

Abbey Kindall 10/24/2025
 Issued By: Abbey Kindall Issued Date

Description: new well for new home

Parcel: 05301190065	Main	Address: 61 Meadow Lark Ln, Sequim, WA 98362	Main	Zone: AR(Agricultural Retention)
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Applicant: Kathy Tills, Tills Well Drilling 307 S BARR RD, PORT ANGELES, WA 98362 Mobile: (360) 452-3662	Owner: @seahawk@clallamcountywa.gov 61 Meadow Lark Ln, Sequim, WA 98362 Mobile: (360) 452-3662
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Type of Hold	Created By	Date Created	Comments	Active
Requirement Prior to Plan Approval	Abbey Kindall	10/17/2025	In service area for PUD, water availability letter and estimate required to determine if applicant is eligible to drill a well.	Yes

Invoice No.	Fee	Fee Amount	Amount Paid
		Total for Invoice	\$0.00
		Grand Total for Plan	\$0.00

Post well drilling documentation for future proof of potable water availability must be submitted under sub record: **HH202025-00066** by

Otherwise a new application with fee for an Existing Private Well may be required.

Documents required to approve a New or Existing Private Well Water Availability Application include the following:

1. A Dept. of Ecology Well Log report (provided by well driller)
2. A wellflow test verifying a minimum yield within past 10 years (also found on new well log report)
3. Satisfactory Bacteriological results within the past 12 months
4. Satisfactory Nitrate results within the past 3 years
5. Updated Well Site Plan showing completed well location and 100ft well head protection area (when different from original well site approval application documents)
6. Shared Well Agreement recorded with Auditor if required
7. Well Decommissioning Report if required



Clallam County Health & Human Services
Environmental Health Services
 Physical: 223 E 4th Street, Room 130
 Mailing: 111 E 3rd Street
 PORT ANGELES, WA 98362
 Phone: 360-417-2258
 Email: EnviroHealth@clallamcountywa.gov

Proof of Potable Water Availability Certificate

Abbey Kindall

Issued By: Abbey Kindall

Plan No.: HH202025-00066

Plan Type: Water Availability Verification

Work Classification: Connection to Public Drinking Water Supply

Apply Date: 10/27/2025

11/14/2025 Plan Status: **Approved**

Issued Date

Location Address	Parcel Number
61 MEADOW LARK LN, SEQUIM, WA 98362	043003510040

Applicant	Owner
Kathy Tills, Tills Well Drilling 307 S BARR RD, PORT ANGELES, WA 98362 Mobile: (360) 452-3662	@seahawk@clallamcountywa.gov 61 Meadow Lark Ln, Sequim, WA 98362 Mobile: (360) 452-3662

Description: Water and meter already on site and functioning, available for testing any time.	Project Proposal Type: New Construction Drinking Water Source: Group A (15 or more community connections)
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Fees	Amount
Total:	\$0.00

Payments	Amt Paid
Total Fees	\$0.00
Amount Due:	\$0.00

Linked Record Relationship	Module	Record Number	Linked Record Type	Linked Record Work Class
Parent	Permit	BRES2025-00066	Building - Residential	Residential - 2025

2025 Challenges

In April 2025, online payments within the CSS system were disabled due to internal banking reconciliation issues. This required staff to manually collect payments for online applications, resulting in delays, difficulty tracking application status, and significant frustration for customers who could submit online forms but were unable to pay electronically.

Food Safety and Living Environment Program

The Clallam County Environmental Health Food Safety and Living Environment Program works to safeguard public health by preventing foodborne illness and reducing environmental health risks. This is accomplished through regulation of food service establishments, education, outreach, and collaboration with a wide range of partners. These partners include regulatory agencies, industry representatives, and the Department of Health Communicable Disease team, with whom we work to investigate, report, and mitigate illnesses linked to contaminated food or water. The Washington State Retail Food Code (WAC 246-215) is the primary reference for ensuring safe food handling practices. Program effectiveness depends on strong communication, coordinated efforts, and shared responsibility across internal and external partners.

Internal regulatory partners include the On-Site Septic Program, Drinking Water Laboratory, and the Department of Community Development's Building, Planning, and Zoning divisions, as well as the Public Health Communicable Disease team. External partners include the cities of Port Angeles and Sequim, the Washington State Departments of Health, Labor & Industries, and Agriculture, the Food & Drug Administration, food establishment operators, community organizations, industry associations, regional and national food safety professionals, and the general public.

The Living Environment Program permits and inspects public water recreation facilities such as pools and spas. It also provides plan reviews and school safety inspections for public and private schools upon request.

Staffing

The team consists of three Environmental Health Specialists (EHS), one primary Customer Service Specialist (CSS), and help from the Database Technician and the second CSS.

After 4 years as the primary CSS with the Food Safety Team, Chris Reed moved into the On-site Program in August. In October, Samuel Mitchell moved from Public Health as an EH CSS.



Samuel Mitchell



Jessica Pankey



Chris Babula



Andrew Harris



Chris Reed

Routine Activities

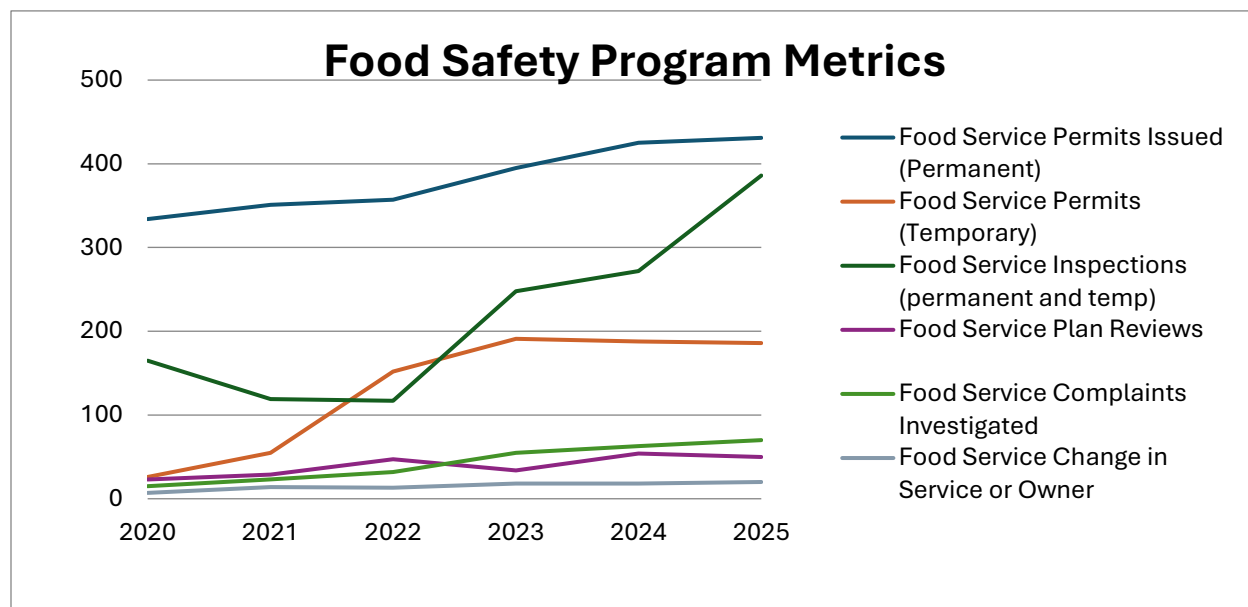
Jess Pankey (funded through FPHS) focuses on policy development, creating standardized communication templates, reviewing plan review applications for completeness, evaluating fee-reduction requests for temporary events, and monitoring application progression in HealthSpace, the program's online database. She reports outbreaks to the Department of Health, monitors clusters of

illness, and serves as the liaison between Environmental Health and Public Health for communicable disease investigations, institutional outbreaks, zoonotic concerns, and emergency preparedness. Jess has been a Registered Environmental Health Specialist (REHS) since 2013.

Andrew Harris, EHS, conducts inspections of water recreation facilities, processes plan reviews and ownership changes for food establishments, approves temporary permits, responds to complaints, and completes routine food establishment and pool/spa inspections across Port Angeles, Forks, and the West End. Andrew is a Certified Professional in Food Safety (CP-FS) and a Certified Pool Inspector.

Chris Babula, REHS, focuses on food safety and brings over twenty years of experience in environmental health. He performs plan reviews, processes ownership changes, approves temporary permits, investigates complaints, and conducts routine inspections in Port Angeles and Sequim (East End).

The graph below illustrates program activity from 2020–2025. Following pandemic-related disruptions, program work has increased, supported by dedicated inspection staff and an EHS focusing on non-fee-supported activities such as illness investigations, public technical assistance, and policy development.



2025 Highlights and Stories

- Continued implementing the communication features within HealthSpace, the cloud-based permitting and inspection software. Staff used it for mass communications prior to invoicing, reminders about on-site septic and water testing requirements, and notifications to establishments at risk of accruing late fees.
- Expanded use of HealthSpace to document site visits, verify plan review materials, provide education, and track compliance with the Retail Food Code.
- Continued updating guidance documents and application materials for public use.
- Launched weekly “office hours” on Fridays from 9–11 a.m., allowing walk-in visitors to speak directly

with an Environmental Health Specialist. Appointments remain available for those unable to visit in person, and a QR code/link provides a direct method for contacting program staff and requesting assistance

2025 Challenges

The Living Environment Program continued to face challenges that require significant coordination with multiple agencies and County departments. Reviewing formal plan applications and preparing individualized checklists for potential applicants demanded considerable time and cross-departmental collaboration.

Issuing a food establishment permit is typically the final step in a complex, multi-departmental process. Applicants must demonstrate compliance with WAC 246-215 and meet additional requirements related to water supply, wastewater systems, zoning, planning, roads, and commercial building standards. This requires cooperation across Environmental Health (Water, On-Site Septic), Community Development (Building, Planning), and Code Enforcement.

Another emerging challenge is the rise of unpermitted food vendors, an issue seen across Washington State. Barriers to compliance include difficulty identifying responsible parties, limited code enforcement support, and the use of social media to advertise without a mechanism for regulatory response. In 2026, the program will continue focusing on public education to help consumers make informed decisions and on strengthening collaboration with permitted vendors to support community health.

2026 Goals

Program goals for 2026 include updating all application materials to ensure they provide comprehensive guidance, collect required information, and prepare applicants for the responsibilities of operating food establishments and water recreation facilities. Staff will also monitor the effectiveness of “office hours” and adjust as needed to ensure high-quality service to residents and visitors while maintaining strong public health protections.

On-site Septic Operation & Maintenance Program

The Clallam County Environmental Health On-Site Septic Operation & Maintenance (O&M) Program works to prevent premature septic system failures by promoting routine inspections, providing education and outreach, tracking O&M activity, and assisting with grant-related tasks. The program supports water quality protection and long-term system performance throughout the County.

Staffing

The program has 1.5 FTE budgeted for O&M activities, but a total of six staff contribute time to O&M work.



Routine O&M Program Activities

The O&M Program focuses on improving routine septic inspection compliance, reducing financial and logistical barriers for homeowners, maintaining system and inspection databases, conducting water-quality-related work through Pollution Identification and Correction (PIC), and evaluating program effectiveness.

To encourage timely inspections, the program sends educational postcard reminders, formal Septic Inspection Compliance (SIC) letters, and participates in a range of outreach activities throughout the year.

In 2025, the countywide septic inspection compliance rate was **29.2%**, with **33.0%** compliance in the Marine Recovery Area (MRA). Both rates were slightly lower than 2024 (30.5% countywide and 35.2% MRA).

Postcard Reminders

Postcards provide a friendly nudge to homeowners who are overdue for inspections or have minor deficiencies noted in a report. In December 2025, **24,333** “Septic Sandra” postcards were mailed. Two issues of the *Clean Water Herald* were also distributed to **40,000** households in Spring and Fall.

Septic Inspection Compliance (SIC) Letters

The SIC process begins with a series of educational letters providing information on inspection requirements, a list of OSS professionals, and available financial assistance. SIC letters are targeted to



properties identified through pollution-identification projects or areas of community concern. After early outreach letters, homeowners receive deadlines to complete an inspection before fines (up to \$600) begin accruing.

In 2025, **576** properties in the Lake Dawn and Indian Valley areas received SIC letters, and **10** qualified for the rebate program.

Public Outreach and Education

Staff participate in public events throughout the year to answer questions and provide septic education. In 2025, staff attended:

- Builders' Expo (Feb 15–16; 267 people reached)
- KONP Home Show (Mar 8–9; 311 people reached)
- Forks Fourth of July Festival
- Clallam County Fair
- Dungeness River Festival (Sept 26; focused on grades 3–5; 1,400 people reached, photo to the right)
- Port Angeles Realtors' meeting (Dec)

During **Septic Smart Week (Sept 15–19)**, banners were displayed in Forks and Sequim to promote routine inspections.



The *Septic 101* class continues to be an important home-owner education tool. Four classes were offered in 2025 (two in Spring and two in Fall) with **144 participants**.

Radio Outreach

The program produces radio ads through KONP and Radio Pacific/Twilight. In 2025:

- KONP aired **341** ads as part of the Mariners Package.
- Radio Pacific/Twilight aired **736** ads beginning in August through a sports package.

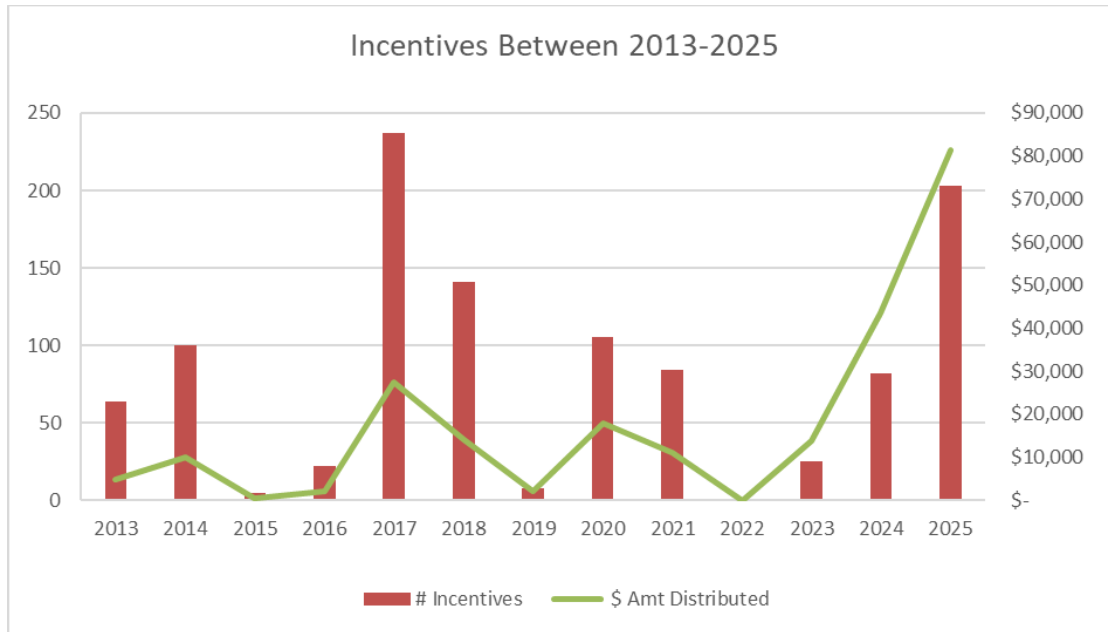
Ads covered inspection requirements, financial assistance, and upcoming events.

Rebates and Incentives

The rebate and incentive program helps reduce the financial burden of inspections:

- **203** rebates/incentives were issued in 2025.
- Incentives: up to \$300 for any homeowner's OSS inspection.
- Rebates: up to \$800 for income-qualified homeowners for inspection, pumping, and minor repairs.

In total, **\$81,420** was distributed to homeowners—the highest amount since the program began. This included **\$70,832** from the O&M fee and **\$9,588** from a Department of Health grant.



DIY Inspector Program (Septic 201)

- The online Septic 201 certification program was temporarily closed for redevelopment in May 2025.
- Staff manually processed DIY reports for the remainder of the year.
- 196 DIY inspection reports were submitted in 2025.

O&M Assessment Fee Budget

In 2025, \$266,758 was collected by the O&M Fee, \$261,344 was spent on O&M activities. Expenditures were distributed as follows:

2025 O&M Assessment Fee	
45%	Salaries/Benefits
27%	Rebates/Incentives
16%	Professional Services
6%	USPS
2%	Advertising
2%	Printing
1%	Operating Supplies
0%	Travel Training
0%	Office Supplies
0%	Room Rentals

2025 Highlights and Stories

- Participation at major community events including the Builders Expo, KONP Home Show, Clallam County Fair, Forks Fourth of July Festival, and the River Festival.
- Mailing of **24,330** septic reminder postcards in December.
- Distribution of inspection-reminder fridge magnets to OSS professionals. Example below.
- Continued collaboration with Communications Specialist Lisa Bridge to develop social media campaigns.



Social media impact:

- 16 O&M-related posts (July–December) reached 21,000 people with 82 engagements.
- First-ever Twilight Radio ads contributed to increased West End inspections (five inspections in 2025 compared to zero in the previous two years).
- Continued partnership with Water Quality staff; special recognition for Jon Strivens' support for PIC and SIC programs.



On-site Septic Permitting and Enforcement Program

The Clallam County Environmental Health On-Site Septic (OSS) Permitting Program ensures septic systems are properly designed, installed, and maintained in accordance with state and local requirements. Staff receive permit applications at the Environmental Health counter, enter data for permits and soil reports (site registrations), and process waivers and complaints from both professionals and the public. The program enforces WAC 246-272A and Clallam County Code Chapter 41.20 by conducting field soil evaluations and reviewing and approving septic system designs.

The program also regulates septic system failures reported through public complaints or industry inspections. Staff follow an established enforcement protocol that outlines steps for site visits, correspondence, and administrative penalties. When violations are not resolved despite these efforts, cases may be referred to the Prosecuting Attorney's Office. Case duration varies depending on the responsiveness and cooperation of the property owner. Complex cases can involve multiple letters, phone calls, emails, site visits, and coordination with industry professionals. Financial assistance is available for low-income homeowners through Craft3 low-interest loans and Clallam Conservation District cost-share programs, and staff ensure these resources are clearly communicated.

Staffing

At the end of 2025, OSS staffing included 2.5 FTE for permitting, 0.25 FTE for failure tracking and permitting, one Customer Service Specialist (CSS), and 0.5 FTE in GIS/database support.



Registered Sanitarian and Environmental Health Specialist III Janine Reed retired in May 2025 after more than 25 years with the program. Staff worked to document her processes before her retirement, but her extensive experience represents a significant loss. In July 2025, Chris Reed and Tyler Plaksa were hired as EHS I positions to fill the 2023 vacancy and Janine's position. Following Janine's departure, the program no longer has Registered Sanitarians; most permit reviews are being completed by part-time Certified Wastewater Inspector Andy Perham. CSS Hope Merideth reviews Building Permit applications for OSS requirements, consulting with Permit Staff as needed.



Sandra White



Chris Reed



Tyler Plaksa



Hope Merideth



Adar Feller



Andy Perham

Routine OSS Permitting and Enforcement Program Activities

The routine activities in the OSS Program include,

- Conducting soil evaluations with OSS Designers/Engineers to characterize soils for treatment
- Processing OSS permits to ensure OSS meets current state and local requirements for protection of public health

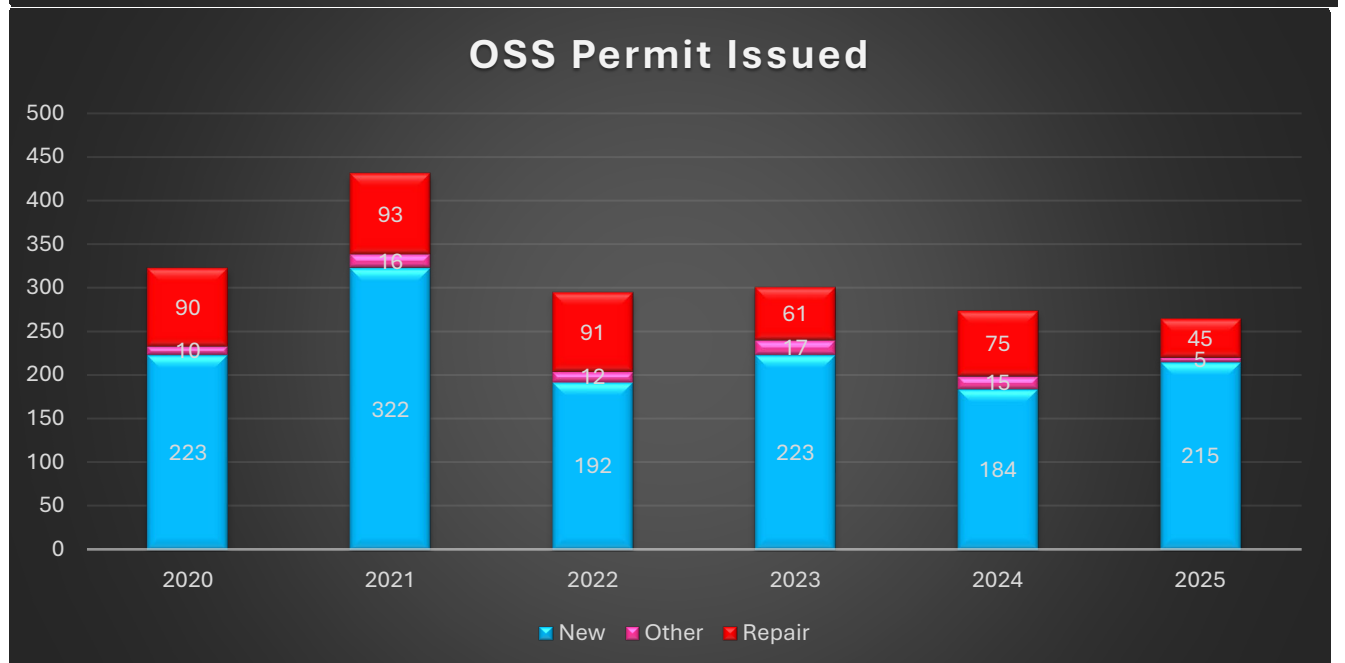
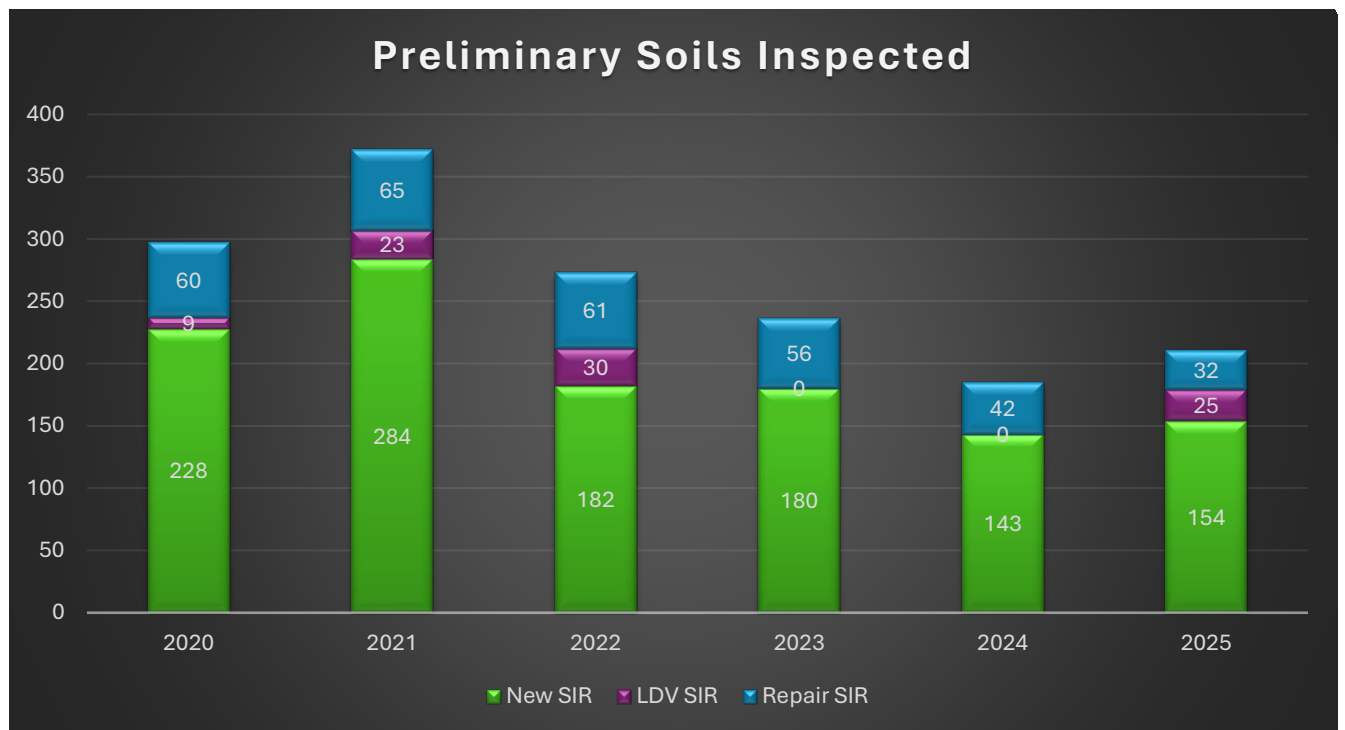
- Conducting installation inspections to verify construction matches approved designs
- Tracking and overseeing repairs of OSS failures
- Investigating complaints and follow up with enforcement when required
- Collaborating with DCD in Project Review, LDV, BLA and other governmental actions
- Reviewing hundreds of building permit applications for OSS requirements
- Annual licensing of OSS Professionals: pumpers, installers & O&M providers

Program Highlights

- Reviewed changes to WAC 246-272A and CC Policy 540.10
- Clallam County Board of Health updated CCC 41.20 Onsite Code including Holding Tank section, Chapter 41.20.140 - May 2025
- Updated policies (Inspection & Campground)
- Identified 10 properties to refer to Clallam Conservation District for septic repair (3 met CCD criteria)
- Referred 13 properties to Craft3 for repair loans (4 loans were funded, 5 withdrew, 4 declined)

Permitting

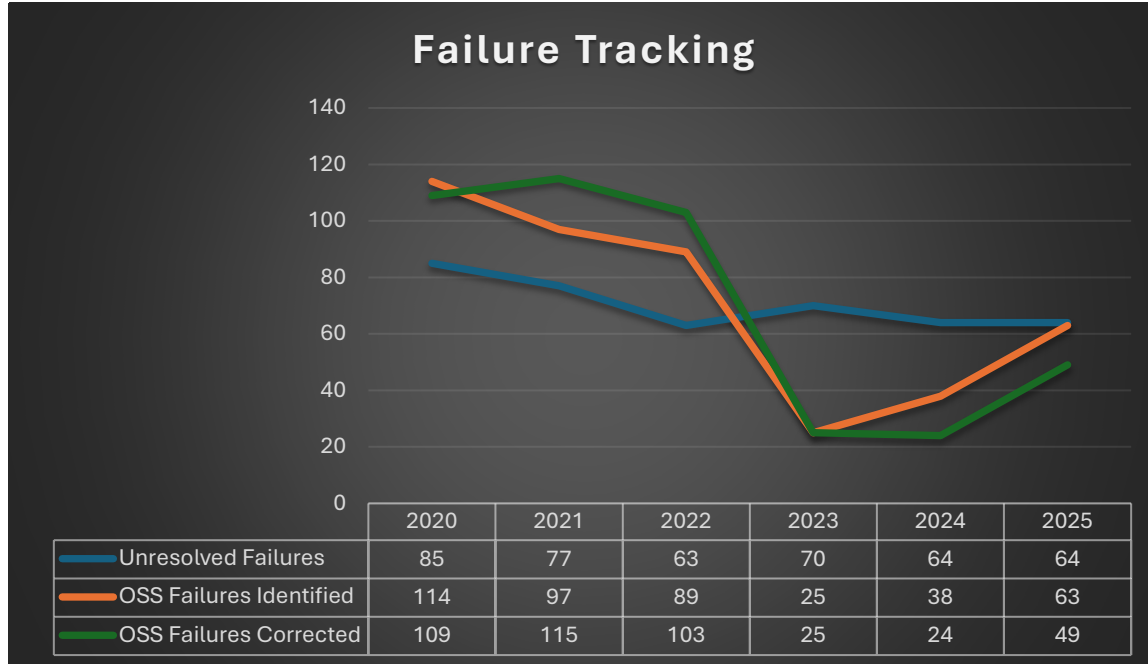
- 258 septic permits issued
- 211 soils inspections completed
- 49 failures resolved



Complaints

- 72 new OSS complaints received
- 22 complaints resolved

OSS Failures Tracked and Repaired



- 64 unresolved failures remain/most are either unoccupied or in process of being repaired
- Sisson Rd failure of direct discharge resolution taking time due to out of area owner with family legal dispute
- MRA repairs completed in 2025 = 16
- PIC area and difficult Repairs completed:
 - Cassidy Creek Rd
 - Cedar Bend Ln
 - Sherburne Rd

Successes/highlights

In 2025, the program successfully filled two EHS positions. While the EHS III role was not filled with an experienced OSS specialist, the new staff bring enthusiasm and a strong willingness to learn.

Significant progress was made in developing and refining the EPL database:

- A Data Dictionary was created to support future reporting
- Hub cards were developed to display dashboard-style program information
- Staff tested and implemented mobile apps for inspections and site visits
- Complaint and violation cases were built in the EPL test environment to address the 2024 backlog
- Violation letter templates were refined to improve consistency
- Working with a contractor, staff developed permit and waiver documents within EPL for approved permits, final permits, waivers, and site registrations

Additional Challenges



Campgrounds

Multiple commercial applications for campground development require additional review times. Standards for atypical uses are being developed and proposals for “dry” campgrounds, wedding venues or staged projects with development over time offer unique challenges. Sani-cans are not on DOH’s List of Registered On-Site Treatment and Distribution Products.

Large Commercial Design projects

Amazon Warehouse and Clallam County EOC septic design projects offered challenging reviews with limited access to experienced staff.

Difficult Building Permit Proposal Reviews

Communicating requirements for easements and/or waivers for existing systems that do not meet current codes, new focus on having DOH waivers recorded for all situations where code/WAC cannot be met requires additional time to find and enforce on those situations.

Occupied RVs

RVs as long-term living situations continue to challenge OSS regulation enforcement and determination. It takes a lot of resources to determine whether a RV is occupied, connected to sewer or OSS, and if it is not connected, are the tanks being pumped at an adequate schedule or can it be moved to a dump station. Occupied RVs requires multi-department approach to resolve with DCD codes often also being impacted.



Solid and Hazardous Waste Program

The Clallam County Environmental Health Solid and Hazardous Waste Program responds to and assists with solid and hazardous waste issues throughout the County. The program enforces solid waste regulations under WAC 173-304, WAC 173-350, WAC 173-351, and Clallam County Code 41.11.

Staffing

Customer Service Specialists Samuel Mitchell and Hope Merideth receive calls from the public, answer questions, and log complaints. Environmental Health Specialist Eli Owens investigates complaints, enforces violations, issues facility permits, and conducts inspections of permitted solid waste facilities.



Eli Owens

Samuel Mitchell

Hope Merideth

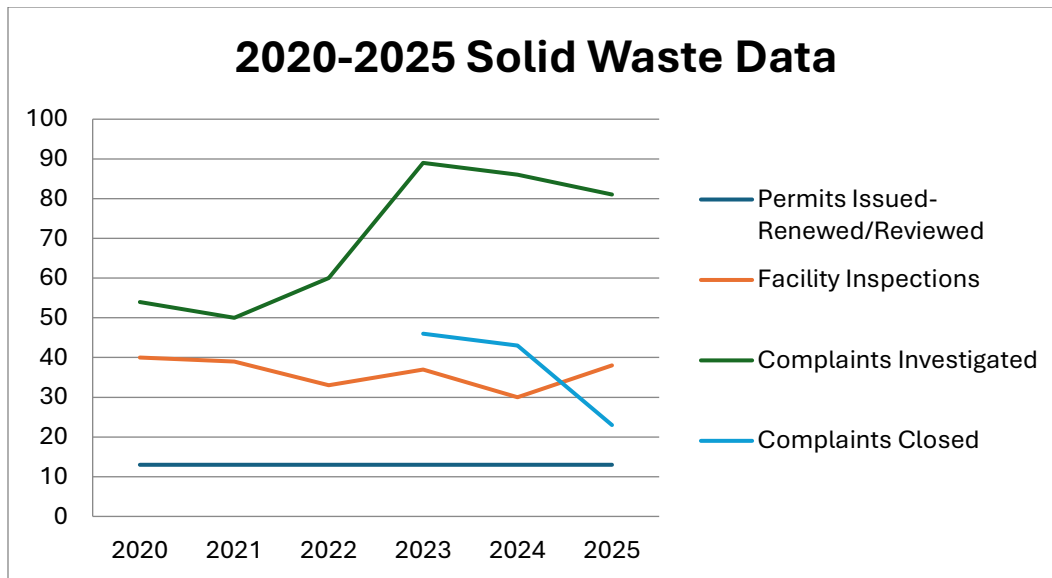
Routine Program Activities

Routine program activities include, but are not limited to; business assistance, public assistance, facility inspections, complaint investigations, complaint enforcement, public record requests, grant management, grant writing, issuance of permits, review of permits, review of new facilities or modification of existing facilities, updating the County website, public outreach and education, working in partnership with DCD's Code Enforcement, working in partnership with the septic team, working in partnership with the Sheriff's Department, working in partnership with the Cities of Sequim, Port Angeles, and Forks, and contributing to the Solid Waste Advisory Committee.

2025 Highlights and Stories

The program continued strong collaboration with DCD Code Enforcement and the Sheriff's Office through joint investigations and regular multi-departmental coordination meetings.

In 2025, staff investigated **81 complaint cases**, closed **23** cases, renewed **13** solid waste facility permits, and conducted **38** inspections of permitted facilities.



Several major cleanup projects occurred during the year, including both high-profile cases and less visible but equally significant efforts. While the public often sees the impact of large, well-known cleanups, the quieter successes are equally meaningful for the individuals and communities affected. These projects highlight the program’s role in improving environmental quality and supporting healthier living conditions across Clallam County.





2025 Challenges

Key challenges in 2025 included:

- Building and updating the new Tyler EPL database
- Identifying solutions for violations when property owners have passed away
- Addressing issues related to abandoned or junk recreational vehicles

Water Quality and Pollution, Identification, and Correction (PIC) Programs

The Clallam County Water Quality Program manages grant reporting and deliverables, coordinates current and future work under the Pollution Identification and Correction (PIC) Program, and responds to public inquiries related to local water quality concerns, particularly those involving pollution. The program currently manages several grants, including:

- **DOH Recreational Shellfish Biotoxin Program** – monitors beaches for biotoxins to support safe recreational shellfish harvesting.
- **Department of Ecology (DOE) PIC Grant** – identifies and corrects sources of fecal coliform pollution in the Dungeness and Sequim Bay watersheds to support reopening commercial shellfish areas.
- **BEACH Program Grant** – monitors three recreational beaches for bacterial pollution (shared with the Drinking Water Lab).
- **DOH Onsite Septic Local Management Plan Implementation (OSS LMP IMP) Grant** – supports management of septic system records, development of public-facing tools for accessing data, and septic-related education and outreach.



Staffing

The Water Quality Program is primarily staffed by the Water Quality Specialist. Jonathan Strivens was hired into this role in February 2025 after the position had been vacant for nearly a year. Additional support is provided by the On-Site Septic Program (PIC field sampling, Biotoxin Program, OSS LMP), the Food Program (Biotoxin Program), and the Solid Waste Program (Biotoxin Program). The Biotoxin Program also benefits from the assistance of four trained volunteers who conduct shellfish sampling.



Jonathan Strivens



Sandra White



Andrew Harris

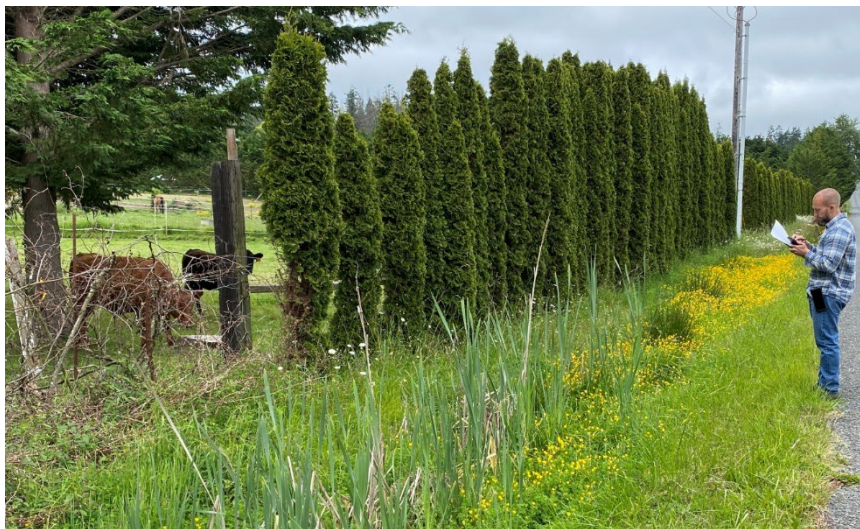


Eli Owens

Routine Activities

As lead for the Clallam County PIC Program, the Water Quality Program collaborates with partners including the Clallam Conservation District, Jamestown S’Klallam Tribe, the On-Site team, and Streamkeepers. Responsibilities include:

- Selecting PIC focus areas and sampling sites
- Coordinating sampling efforts
- Facilitating quarterly Clean Water Work Group meetings
- Making referrals related to agricultural, septic, or land-use concerns that may affect water quality



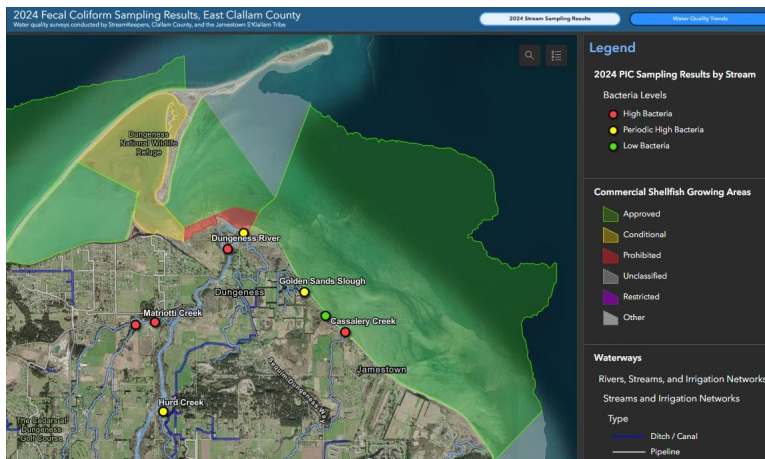
The program also coordinates and participates in biotoxin sampling along the northern coastline and provides pollution-related public safety information through press releases and beach signage. Volunteer coordination is an additional component of ongoing biotoxin monitoring.

Other routine tasks include preparing quarterly grant reports, reviewing invoices and grant charges with Fiscal staff, managing grant budgets, writing and monitoring Personal Services Agreements, completing mandatory deliverables on schedule, and identifying future needs for grant applications.

In 2025, the Water Quality Program also supported the O&M Program by assisting with budget planning and contributing to the *Clean Water Herald* newsletter.

2025 Highlights and Stories

- **Secured National Estuary Program Funding:** The Water Quality Program was awarded \$218,000 through the Shellfish SIL RFP to enhance management of the County’s OSS database. This 2026–2027 project will modernize data practices, improve inspection records, and enhance public-facing tools to protect water quality.
- **Responded to the Indian Creek Oil Spill:** The Water Quality Specialist served on the Shoreline Cleanup Assessment Technique (SCAT) team, helping assess shoreline conditions and verify cleanup needs. Solid Waste Program staff also participated in emergency response meetings, ensuring County environmental and public health interests were represented.
- **Completed Phase IV of the PIC Program:** The County published two public reports documenting water quality trends in the Sequim-Dungeness Clean Water District for 2023–2024 and 2025. A comprehensive final report (2023–2026) summarizes program accomplishments and demonstrates how science-based data guide protection of streams, shellfish areas, and public health.

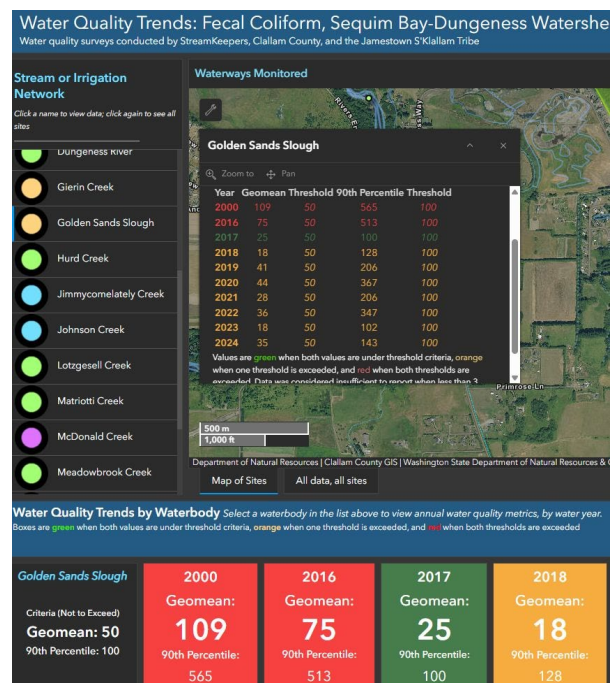


• Launched a New PIC Project

Dashboard: The interactive dashboard consolidates stream monitoring data into a user-friendly map and chart interface. It displays long-term trends in pollutants and nutrients, improving transparency, enhancing communication, and supporting data-driven water quality decisions.

• **Community Engagement:** Two public meetings were held at the Dungeness River Center to share water quality data, discuss pollution correction resources, and answer community questions. These events helped residents understand local water conditions and learn how to reduce contamination risks from onsite sewage systems and agricultural activities.

• **GIS Collaboration:** Environmental Health partnered with GIS staff at the Jamestown S’Klallam Tribe to display PIC data on an interactive Water Quality Data Map, showing trends by parameter and location.



2025 Challenges

The Water Quality Program operated with a single staff member in 2025, whose responsibilities were divided among grant management, the PIC Program, support for O&M, and water quality work across the County (including recreational shellfish monitoring and limited lake and creek efforts outside the MRA). This limited capacity reduced the program’s ability to identify and address county-wide water quality needs.

Environmental Health Administration and Other Programs

The Environmental Health Administration Program oversees Environmental Health (EH) staffing, program coordination, and overall operations. The Environmental Health Director provides leadership for all EH programs and staff. Additional responsibilities include emergency preparedness and Foundational Public Health Services (FPHS) planning.



Staffing

The EH Administration Program is staffed by the Environmental Health Director, Jennifer Garcelon, who holds both a Registered Environmental Health Specialist (REHS) credential and a master's degree in public health.

Routine Program Activities

Administrative responsibilities include supporting EH staff and overseeing program budgets. The Director manages hiring, onboarding, staff development, and annual evaluations for fourteen EH employees. The Director works closely with the Health Officer, HHS Director, Deputy Director, and Fiscal Specialist. She is also responsible for presenting program updates, local ordinances, and policy changes to the Board of Health.

The EH team meets regularly to maintain coordination across programs.

- The full EH team meets weekly.
- The Food Program meets weekly.
- The On-Site team meets every other week.
- The Drinking Water team meets monthly.
- Staff attend monthly code-enforcement meetings and meet with the Health Officer and Prosecuting Attorney's Office monthly.
- Other program meetings occur as needed.

Administrative work includes reviewing and updating local codes and policies. In May 2025, the Board of Health approved updates to Clallam County Code 41.20 (On-Site Septic) to reflect changes in the state OSS code. Details are available in the April 15, 2025, Board of Health agenda packet.

The Director also participates in statewide coordination through the Environmental Health Directors (EHD) group facilitated by the Washington State Association of Local Public Health Officials (WSALPHO). The group meets monthly to discuss emerging issues and regulatory changes with agencies such as the Department of Health, State Board of Health, and Department of Ecology. In-person meetings occur each June and October. Jennifer serves as chair of the EHD Solid Waste and Workforce Development subcommittees and served on the EHD Board, including as past president, through November 2025.

Additional responsibilities include FPHS planning and emergency preparedness. EH collaborates with Clallam County Emergency Management to prepare for and respond to disasters such as windstorms, wildfire smoke, floods, landslides, and power outages that can affect drinking water, onsite septic systems, food safety, and solid waste services.

2025 Program Highlights and Stories

One of the most significant accomplishments in 2025 was the strength and adaptability of the Environmental Health team. With the retirement of the long-time OSS Lead (over 20 years of experience), staff worked to document processes to ensure continuity. Two new Environmental Health Specialists joined the OSS Program, bringing enthusiasm and dedication as the team rebuilds.

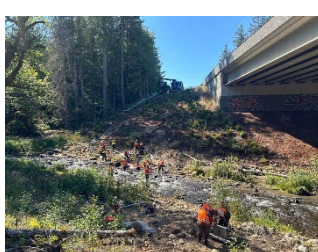
Another highlight was continued improvements to the Tyler Enterprise Permit Licensing (EPL) database. In 2024, County departments transitioned from Permit Plan (Tidemark Advantage) to EPL for processing permits, including onsite, drinking water, solid waste, and complaint records. EPL went live in July 2024 and now accepts electronic applications for water availability and well site approvals.

Tanker Truck Spill on Indian Creek

The most significant event in 2025 was the County's response to the [Indian Creek tanker truck spill](#). On July 18, 2025, a fuel tanker released 2,798 gallons of gasoline and 172 gallons of diesel into Indian Creek.

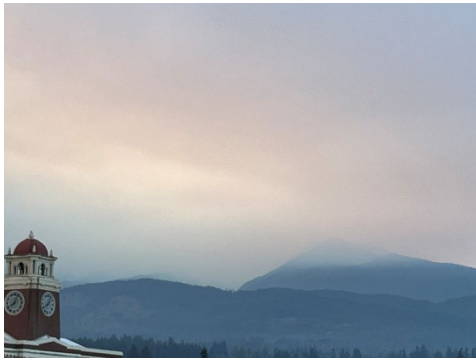
Immediate concerns included potential impacts to drinking water and air quality. Water sampling was initiated for the Elwha River and the City of Port Angeles Ranney well, which lies downstream of the spill. EH coordinated closely with the Departments of Ecology and Health during the first 48 hours to establish sampling methods and detection/reporting limits. The City of Port Angeles issued a "Do Not Drink" order on July 20 at 9:30 a.m. due to low reservoir levels and pending sampling results. EH Food Program staff came to the EOC to plan messaging to all 154 food service establishments on City water. The advisory was lifted at 5:30 p.m. the same day.

Following the initial emergency phase, EH staff supported the Emergency Operations Center (EOC), provided technical guidance to Command Staff, and participated in the Shoreline Contamination Assessment Team (SCAT). SCAT teams surveyed Indian Creek to evaluate any remaining contamination and inform cleanup decisions. Emergency operations concluded on August 8, 2025, though EH continues to review quarterly sampling of the City's drinking water well.



Wildfire Smoke

During September 2025, smoke from the Bear Gulch Fire moved into Clallam County, creating periods of poor air quality. EH issued public guidance on the Air Quality Index and tips for reducing exposure. Photos captured from the EH office on September 17 showed dense haze and red colored sun due to wildfire smoke in the air.



2025 Program Challenges

The transition to the new EPL database presented several operational challenges. Online payments were not functional during implementation, delaying use of the online system for EH programs. Staff spent an estimated 10–20 hours per week troubleshooting and supporting database transition work—time that was not anticipated and required postponing other projects.

Conclusion

In 2025, the Clallam County Environmental Health team successfully carried out mandated environmental health programs while demonstrating adaptability and strong teamwork. The drinking water, onsite septic, and solid waste programs maintained consistent service levels. The food program adapted to evolving industry needs. The water quality program met grant requirements and continued important watershed protection work. The administration program supported FPHS planning and responded to public health emergencies.

Environmental Health upheld its mission to protect community health by preventing environmentally related diseases and reducing exposure to hazards. Staff worked collaboratively and professionally to enforce public health regulations, communicate effectively, solve problems, and provide service to the community.

The team is proud of its accomplishments in 2025 and looks forward to continued progress.