

# Memorandum

**To:** Local Public Health Administrators and Environmental Health Supervisors

**From:** André Ourso, Administrator, Center for Health Protection

**Date:** September 30, 2024

**Subject:** Preliminary Food, Pool and Lodging Remittance for 7/1/25 - 6/30/26

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The Environmental Health Intergovernmental Agreement (EH-IGA) between the Oregon Health Authority (OHA) and Local Public Health Authorities (LPHA) requires OHA to provide a preliminary remittance factor for the Food, Pool and Tourist Facility Programs in September, and a final remittance factor in April of each year. The timing of the preliminary remittance factor is designed to allow LPHAs the time necessary to adjust licensing fees in their jurisdictions to cover the costs of supporting the statewide programs as well as their individual licensing and inspection programs. The final remittance factor released in April is required in Oregon Administrative Rule.

## Overview

OHA changed both the Foodborne Illness Prevention Program (FIPP) and Public Pool Program remittances for the two fiscal years between July 1, 2023 through June 30, 2025 (FY24 and FY25). The change to the FIPP is a slight increase in the food remittance factor from 13.42% to 13.90% (see Tables 1-3 for a breakdown of program costs and the calculation of this remittance factor). This is due to annual step increases for staff.

As a reminder, the Public Pool Program remittance increased to \$90 dollars per license issued by the LPHA on July 1, 2023 to support the hiring of an additional staff member. The Public Pool Program has been understaffed and unable to provide adequate support to LPHA staff for many years. OHA is committed to improving our quality of service and to modernizing this program. This additional revenue will allow us to support a workgroup and rulemaking process to update state rules to align with the CDC's Model Aquatic Health Code, better respond to county questions, increase consistency for all jurisdictions providing pool plan review, and create more training/standardization opportunities for LPHA inspectors. Additional program staff will support the pool program with 75% of their time and the tourist program with the remaining 25% of their time. The program is currently hiring one vacant full-time position to join the existing full time staff person for a total of two full time staff.

The remittance to support the Tourist Facility Program will remain the same as it has been for the past few biennia at fifteen percent (15%) of the state licensing fee or the county licensing fee, whichever is less. However, OHA will be seeking an increase to the tourist facility licensing fees through a statutory amendment at some time in the future. Remittance revenues do not cover the 0.25 FTE needed to perform required work. Due to salary savings from vacancies, OHA has funding available to cover staff time through the next biennium but will need the fee increase subsequently to pay for the program.

### Foodborne Illness Prevention Program Remittance Calculation

OHA determines the FIPP remittance amount by first projecting the estimated FIPP budget, and then projecting annual statewide food service license revenue using statutory licensing fees (OHA does not calculate revenues based on the actual restaurant license fees charged by LPHAs, which are generally higher than the fees set in statute). OHA then divides the estimated FIPP budget by the revenue projection to yield a percentage. OHA then multiplies each LPHA's revenue projection for food services (calculated using the licensing fees in statute) by that percentage to yield the remittance amount for each county or health district. OHA used licensing data from 2024 for this calculation.

**Table 1.** Calculation of the July 1, 2025 - June 30, 2026 FIPP remittance factor

Foodborne Illness Prevention Program Calculation		Remittance Factor
Total annual cost estimate to implement FIPP		\$1,258,454
Total annual statewide revenue projection		\$9,054,855
<b>Remittance Factor (\$1,258,454 divided by \$9,054,855)</b>		<b>13.90%</b>

**Table 2.** Annual budget projection of FIPP costs

Foodborne Illness Prevention Program Annual Program Costs	
Salary	\$527,994
Fringe	\$288,813
Travel	\$17,500
Supplies	\$48,500
HealthSpace	\$163,800
Other Direct Charges	\$53,115
Indirect Charges	\$158,732
<b>Total</b>	<b>\$1,258,454</b>

**Table 3.** Breakdown of annual FIPP remittance amounts by LPHA

LPHA	ANNUAL Remittance for 2025- 2027 biennium	LPHA	ANNUAL Remittance for 2025- 2027 biennium	LPHA	ANNUAL Remittance for 2025- 2027 biennium
Baker	\$5,597	Harney	\$3,044	Morrow	\$3,128
Benton	\$24,929	Hood River	\$11,721	Multnomah	\$332,124
Clackamas	\$91,892	Jackson	\$66,414	North Central	\$10,365
Clatsop	\$28,020	Jefferson	\$4,894	Polk	\$16,166
Columbia	\$10,772	Josephine	\$22,027	Tillamook	\$11,266
Coos	\$20,295	Klamath	\$20,206	Umatilla	\$19,631
Crook	\$5,394	Lake	\$2,976	Union	\$7,367
Curry	NA	Lane	\$107,115	Wallowa	NA
Deschutes	\$74,768	Lincoln	\$25,114	Washington	\$144,135
Douglas	\$28,058	Linn	\$27,827	Wheeler	\$571
Gilliam	\$689	Malheur	\$9,915	Yamhill	\$26,818
Grant	\$2,912	Marion	\$92,303		

**Table 4.** Annual budget projection for the Public Pool Program (July 1, 2025 - June 30, 2026)

<b>Public Pool Program Annual Program Costs</b>	
Salary	\$165,977
Fringe	\$90,789
Travel	\$1,500
Supplies	\$13,000
Other Direct Charges	\$19,619
Indirect Charges	\$47,129
<b>Total</b>	<b>\$338,014</b>

**Table 5.** Annual budget projection for the Tourist Facility Program (July 1, 2025 - June 30, 2026)

<b>Tourist Program Annual Program Costs</b>	
Salary	\$55,613
Fringe	\$30,420
Travel	\$1,800
Supplies	\$2,000
Other Direct Charges	\$6,070
Indirect Charges	\$15,926
<b>Total</b>	<b>\$111,829</b>