



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 9/12/2017
Agenda Placement: 9C
Set Time: 9:30 AM PUBLIC HEARING
Estimated Report Time: 10 Minutes

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: JoAnn Melgar for Howard Himes - Director
Health & Human Services Administration

REPORT BY: JoAnn Melgar, Staff Services Analyst II - 707-253-4722

SUBJECT: Public Hearing Considering Adoption of a Resolution Establishing a Revised Vital Statistics Fee Schedule

RECOMMENDATION

Director of Health and Human Services requests adoption of a resolution amending Policy Manual Part III, Part 120 Health and Human Services, Section 120.400 Vital Statistics Fees, to reflect mandated changes in the California Health and Safety Code.

EXECUTIVE SUMMARY

Board consideration of a resolution establishing a revised Vital Statistics fee schedule is requested. Adoption of this resolution will implement revised fees effective immediately upon approval. The fee increases reflect mandated changes in the California Health and Safety Code. The proposed fee increases are:

- a. Birth Certificate - from \$17 to \$28
- b. Death Certificate - from \$12 to \$21
- c. Fetal Death Certificate - from \$9 to \$18
- d. Burial Permit - from \$11 to \$12.

PROCEDURAL REQUIREMENTS :

1. Open Public Hearing.
2. Staff reports.
3. Public comment.
4. Close Public Hearing.
5. Motion, second, discussion and vote on the item.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Public Health
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	If the State should amend the California Health and Safety Code to revise mandated fee amounts, HHSa will review, update and correspondingly seek Board adoption of an appropriate fee schedule for the delivery of Public Health Vital Statistics Office services.
Consequences if not approved:	The services performed and the fees to be collected are mandated by the California Health and Safety Code. The California Health and Safety Code allows for an option of an additional charge for County costs. If the fee schedule is not approved, the County will still be required to continue performing these services and collecting fees, but the Vital Statistics fees will not reflect the additional charge for County costs and the mandated changes in the California Health and Safety Code.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Health and Human Services Agency's (HHSa) Public Health Vital Statistics Office (VSO) maintains birth and death statistics for County residents and issues birth, death and fetal death certificates, as well as permits for the disposition of human remains. Vital Statistics fees are being updated to reflect mandated changes in the California Health and Safety Code. The Board last updated Vital Statistics fees in June 2009. The changes to the fees are as follows:

Birth Certificate Fee Increase:

Assembly Bill 110 amended the California Health and Safety Code to establish an incremental fee increase for a certified copy of a birth certificate as follows:

- | A five dollar (\$5) increase applied as of January 1, 2012;
- | An additional two dollar (\$2) increase applied as of January 1, 2013; and

- | An additional two dollar (\$2) increase applied as of January 1, 2014.

The proposed fee increase is from seventeen dollars (\$17) to twenty-eight dollars (\$28).

Death Certificate and Fetal Death Certificate Fee Increases:

Assembly Bill 110 amended the California Health and Safety Code to authorize a nine dollar (\$9) increase to the base fee for a certified copy of a fetal death record or death record

The proposed death certificate fee increase is from twelve dollars (\$12) to twenty-one dollars (\$21).

The proposed fetal death certificate fee increase is from nine dollars (\$9) to eighteen dollars (\$18).

Burial Permit Fee Increase:

Assembly Bill 1745 amended the California Health and Safety Code to add a one dollar (\$1) fee to be collected for the training of peace officer members of county coroners' offices.

The proposed fee increase is from eleven dollars (\$11) to twelve dollars (\$12).

The proposed fees are specifically exempt from the voting requirements of Article XIIC of the California Constitution because they are charges imposed for specific government services requested by payers, provided directly to the payers, and are not enjoyed by anyone who does not pay the charge. These charges do not exceed reasonable costs to the government for providing the service or product.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Bret Prebula