

BOARD OF ENVIRONMENTAL HEALTH SPECIALISTS

ANNUAL REPORT

July 2018 – June 2019

The State Board of Environmental Health Specialists (the “Board”) operates under the provisions of Title 21 of the Health Occupations Article of the Annotated Code of Maryland. The Board is the licensing authority of Environmental health specialists in the State of Maryland. The Board is mandated to protect the public by regulating the practice of environmental health work in Maryland, by licensing qualified environmental health specialists, establishing fees, maintaining a current roster of all licensees, administering licensing examinations, enforcing current statutes and regulations, adopting new regulations to carry out provisions of the Title, suggesting new changes to the Title to keep abreast of trends and practice issues, adopting standards of practice for environmental health work, verifying credentials, issuing licenses, establishing requirements for and verifying completion of continuing education, investigating complaints based on alleged violations of regulations and statutes, formal and informal disciplining of licensees, creating committees as deemed appropriate to advise the Board. The program is 100 percent special funded. The fund is supported exclusively by revenues generated by licensing fees. The Board consist of 9 members appointed by the Governor with the advice of the Secretary and the advice and consent of Senate. Seven members of the Board are licensed environmental health specialists and two members represent the public.

BOARD MEMBERS:

Bert Nixon, EHS, Board Chair
Linda Rudie, EHS, Board Vice Chair
Ann Rose, EHS, Board Secretary
Naomi Howell, EHS
Amy Parrish, EHS
Erin Kelly, EHS
Jasen Lau, Public Member
Alan Heck, Public Member

STAFF:

James T. Merrow, Contractual Executive Director
Donna Zickefoose, Administrator I
Katherine Giblin, Board Counsel

The Board’s staff is responsible for the day-to-day activities of the Board and the coordination of administrative activities with other government agencies. In addition to the above staff, the Board shares its financial, information technology and investigative staff with other Health Occupation Boards under the Maryland Department of Health.

BOARD MEETINGS:

The Board conducts bi-monthly public meetings on the first Wednesday every other month throughout the year. The dates, times, and place of the meetings are posted on the Board’s website.

MISSION:

The Mission of the Board of Environmental Health Specialists is to protect the citizens of Maryland and to promote quality public health care by licensing environmental health specialists, setting standards through their practice regulations, legislation, and receiving and resolving complaints from the public.

REVENUE REPORT: - Special Fund (F.Y. 2019)

| <u>Category of Fees</u> | <u>Fee</u> | <u>Revenue</u> |
|---|------------|----------------|
| Application Processing Fee | \$ 100.00 | \$ 9,900.00 |
| Certificate of Eligibility Extension Fee | 50.00 | 1,050.00 |
| Initial License Fee | 75.00 | 2,775.00 |
| License Renewal Fee | 200.00 | 90,200.00 |
| License Replacement Fee | 25.00 | 0 |
| License Reactivation Fee (from Non-Renewed Status) | 500.00 | 2,100.00 |
| License Reactivation Fee (from Inactive Status) | 300.00 | 0 |
| Examination Fee (Fee set by Vendor) | 125.00 | 6,150.00 |
| Inactive Status Fee | 25.00 | 500.00 |
| Seasonal Certificate Extension Fee | 25.00 | 300.00 |
| Returned Check Fee | 25.00 | 25.00 |
| Total Revenue | | \$ 113,000.00 |
| Beginning Fund Balance | | <u>0</u> |
| Total Revenue Available | | 113,000.00 |

EXPENDITURE REPORT:

| | | | |
|-----------------------------------|----|------------------|---|
| Appropriation | \$ | <u>80,519.00</u> | |
| Total Revenue Available | \$ | 113,000.00 | |
| Expenditures | | 138,940.00 | |
| Departmental Expenditure Transfer | | <u>42,719.00</u> | |
| Fund Balance | | 16,777.00 | 0 |

STATISTICS: Count by Status Codes (October 15, 2019)

| | |
|---|-----|
| Licensed Environmental Health Specialists | 532 |
| Individuals In-Training | 96 |
| Individuals eligible for in-training employment | 164 |
| Seasonal In-Training Certificates | 34 |

LEGISLATION:

REGULATIONS:

During the reporting period of July 1, 2018 through June 30, 2019 the Board promulgated regulations to:

1. Removal of the license renewal late fee from the regulation Title 10 Subtitle 60 Chapter 2 Licensing Procedures. The late fee was not supported by the Health Occupations Article Title 21 of the Annotated Code of Maryland.

PLAN FOR SPECIAL FUND REVUNES

Background:

In F.Y. 2013, based on recommendations from the Department of Legislative Services (DLS) 2011 sunset review report, the legislature transferred the Board of Environmental Sanitarians from the Maryland Department of the Environment (MDE) to the Maryland Department of Health (MDH) and renamed the Board as the Board of Environmental Health Specialists. At that time the Board's fund source went from General Fund to Special Fund. The funding change was made in spite of the recommendation of DLS to maintain the Board's General Fund status.

Direct Staffing:

Prior to the Board's transfer, MDE staffing consisted of 4 hours per week for administrative support and 20 hours per week for an administrative specialist's time. Under MDH, there is a Contractual Executive Director and a 40 hour per week Administrative Officer.

Fund Balances are as follows:

| | |
|---------|-----------|
| FY 2019 | \$ 16,000 |
| FY 2020 | \$ 0 |
| FY 2021 | \$ 0 |

Fees, Revenues and Funding Sources:

The Board's revenue structure is that all licensees are renewed every two years. This leads to a revenue imbalance between the odd fiscal years and the even fiscal years. The Board generates more revenue in the odd fiscal years.

Currently all health occupations boards are prohibited from increasing fees or instituting additional fees. Even if the Board could increase the fees it would not be practical for this licensing base. The typical licensees are highly trained public-sector employees who earn modest salaries. Unlike other health care providers that typically work in a private practice and can adjust the revenues to make up for increased licensing fees, these licensees have little or no discretion on setting their salaries. The Board believes that a significant fee increase could result in fewer individuals entering the profession.

In F.Y. 2019, the Board requested to be moved back to general funds. The request did not move forward. Currently the Department has agreed to pick up certain operational expenses of the Board. This has helped maintain the Board's solvency. The Board believes a permanent solution would be to revert back to general fund.