

**Consolidated Contract DOH- C14950
On-Site Management Plan
PROJECT PROGRESS REPORT**

For the Reporting Period: July 1, 2008-Sept. 30, 2008

Grant Recipient: Jefferson County Public Health

Contract Number: C14950

Project Title: On-Site Management Plan

Contract Term: 2007-2011

Department of Health Contact: Laura Homan, Office of Shellfish and Water Protection

Funding: \$100,000

Jefferson County Public Health Contact: Linda Atkins, 360-385-9444, latkins@co.jefferson.wa.us

Task 1- Increase capacity in GIS/Tidemark to accommodate all digitized records, and allow for increased web-based records retrieval by the public. Due Date: Oct 2007

Upgraded Crystal Reports to allow for upgrade of the Tidemark data base which is our permitting and O&M data base. eOnsite now has our records and we are working with them to enable the movement of records between the 2 systems.

Task 2- Scan all existing paper O&M records and permitting documents into GIS/Tidemark database management system for public access through Jefferson County website. Due Date: June 2009

Scanned records for public access: 1969-2004 a total of 9,875 case records. Includes: Permit application, "asbuilt"/record drawing, approved design, soils log descriptions, monitoring reports (O&M).

Scanned records for internal access: 1978-2004, a total of 10,001 case records, Includes the entire paper file. The public access portion is taken from these scanned files.

We are now entering the remaining paper records into the database and scanning them.

Task 3- Provide O&M education/outreach to homeowners in designated MRA. Due Date: June 2009

One class was provided to 40 participants.

Task 4- Hire education/outreach coordinator to assist in developing messages, materials and other tools for O&M outreach and education in designated MRA. Due Date: Dec. 2007

Work has continued on the mailer - Staff has developed a mail out for all properties using an onsite sewage system. These will go out in clusters based on our priority areas (densest, most vulnerable, proximity to surface water) This mailer is intended to heighten the owners awareness that they are on an onsite sewage system-"Questions to ask yourself about your septic system operation and maintenance". It will also include information about the Shorebank loan program.

Budget – As of Sept. 30, 2008 we have billed a total of \$76,989.40. Remaining \$23,010.60.