



Business Plan 2007 – Division of Environmental Health - Florida Department of Health

Mission: “Promote and Protect Health”

Vision: “Healthier Floridians”

Goal: To prevent disease of environmental origin

Bureau of Community Environmental Health – MIGRANT FARMWORKER HOUSING PROGRAM

Trends and Conditions:

Although many improvements have been made since Edward R. Murrow’s “Harvest of Shame” television documentary in the 1960’s, migrant farmworkers and their families continue to face unsafe and unsanitary living and working conditions. These kinds of conditions continue to place migrant workers and their families at much greater risk of contracting enteric diseases and incurring accidents and injuries than the general public. Accordingly, the Department of Health’s migrant labor camp program remains an important part of the overall effort to address this problem. Local county health departments permit and inspect migrant farmworker housing to ensure that migrant farmworker housing is constructed, operated and maintained in a safe and sanitary manner. This should help to reduce the risk of disease outbreaks for migrant farmworkers, the chances of outbreaks spreading into the communities in which migrant farmworkers work and reside, and the occurrence of injuries among migrant farmworkers and their families. In fiscal year 2005/2006, the department permitted approximately 797 establishments with an occupant capacity of over 34,000 and conducted a total of 4,457 inspections statewide.

Division Cost: \$63,000*

Division Positions: 1

County Program Cost: \$567,848*

County Positions: 13.48

* Division costs are estimated and are based on the salaries, benefits and expenses of the program specialist.

Migrant farmworker labor is very valuable to the economic benefits of trade in the U. S. and in the State of Florida. In fact, migrant labor has made it possible for our nation to have fresh fruits and vegetables on our tables daily. The \$28 billion U.S. produce industry is 85 percent cultivated and harvested by hand, mostly through the backbreaking labor of our nation’s migrant farmworkers. A recent report from the United States Department of Agriculture (USDA) reported that the dollar value of our nation’s exports of fruits, nuts and vegetables during 2005 was estimated at 9.82 billion dollars, up 1 percent from a year ago. The three largest crops, in terms of production, were onions, head lettuce, and tomatoes, which combined to account for 37 percent of the total production. The Economic Research Service, USDA, reports that receipts from Florida agricultural products in 2005 amounted to \$7.8 billion. This is a 10 percent increase from the previous year, when cash receipts totaled \$7.1 billion. Cash receipts from all crops increased 12 percent from 2004. As in previous years, the leading crop commodities were oranges (13.0 percent of all cash receipts), foliage and floriculture (12.6 percent), tomatoes (10.4 percent) and sugarcane (5.6 percent).

Measure (1): Develop tools to assist at least 80% of the CHDs participating in the Migrant Housing Program with completing the required number of inspections for the next program evaluation cycle (2006-2008). This measure was achieved this year (2006). The Migrant Program Coordinator developed and distributed a flyer via e-mail to 100% (32) of the CHDs participating in the Migrant Housing Program as a friendly reminder to assist the CHD staffs with achieving the required number of inspections during the appropriate quarter. The first flyer went out to the CHDs in December 2006. The flyers will continue to be distributed to select CHDs at the beginning of each quarter because some counties opt not to receive the flyers.

The Migrant Program Coordinator also generated an annual report from Centrax to share with the CHDs showing the percentage of required migrant housing inspections completed for each county participating in the program. The Migrant Program plans to continue with this measure for the 2007 year and new target dates will be established.



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Measure (2): Complete the revision process for Chapter 64E-14, Florida Administrative Code, in accordance with Chapter 120, Florida Statutes by December 30, 2006. This measure was not achieved; however, a draft of proposed changes to Chapter 64E-14, Florida Administrative Code, was completed to include the Legislative changes implemented in 2004 that clarify definitions in the statute. Language was also proposed in Chapter 64E-14 to address the proper storage of toxic chemicals and other pesticides found in permitted migrant housing establishments. The Rule is undergoing internal agency review by department staff. This measure will be retained for 2007 and new target dates will be established.

Measure (3): Identify educational opportunities to broaden knowledge and enhance skills of the program coordinator to help identify grants or other funding sources to potentially supplement the MLC’s program activities and complete and submit at least one proposal to a funding entity. This measure was achieved in part for the 2006 year. The Bureau’s Migrant Program Coordinator participated in a two day workshop with Florida A & M University’s Transportation Research team to provide assistance with the development and review of a Safety Restraint Grant Project that was developed for migrant farmworkers and other minority populations. This was an opportunity for the Migrant Program Coordinator to receive hands-on experience by assisting the university with developing educational material and implementing this component of the grant. The Migrant Program Coordinator and Pesticide Surveillance Coordinator attended the MAFO Conference on March 19 – 23, 2006. The Migrant Program and Pesticide Program Coordinators attended the 19th Annual East Coast Migrant Stream Forum in Myrtle Beach South Carolina October 19th – 21st, 2006 where they attended multicultural The Migrant Program Coordinator and the Pesticide Surveillance Coordinator plan to submit other joint projects in the future. Migrant Program Coordinator and Pesticide Surveillance Coordinator met once a month with other state agencies and farmworker advocates, as part of the Farmworker Focus Group. The Migrant Program Coordinator attended regular meetings of the Commission on Migrant and Seasonal Labor to discuss issues related to migrant farmworkers. Although this measure has been slightly modified, it will be retained for the 2007 fiscal year and new target dates will be established.

Measure (4): Increase public awareness on the migrant labor camp program requirements by developing and distributing two educational documents to the department’s customers. This measure was modified slightly but achieved. The Migrant Program Coordinator did not complete the development of the Novella and pocket pamphlet as noted in last year’s business plan; however, the Coordinator did order educational materials, such as booklets, pamphlets, posters, coloring booklets, and brochures from Cornell University to distribute to the department’s customers. The Coordinator elected to send educational materials to 5 county health departments participating in the Migrant Housing Program. Three of the county health departments were selected from the 2005/2006 Program Evaluation Cycle and two county health departments were chosen for having the most permitted migrant housing establishments. The Coordinator will continue this measure in 2007 and new target dates will be established.

Measure (5): Develop a strategy to reduce the most frequently noted violations often observed in permitted migrant housing establishments by 3% percent. This measure was not accomplished this year; however, this measure will be retained for the 2007 fiscal year and new dates will be established. The Migrant Program Coordinator developed an annual report with graphs and charts showing the 10 most frequently recorded



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violations. The document was distributed to the CHDs to share with the department’s customers. This report generated feedback from a few CHDs expressing ways in which they have joined forces with other local government agencies such as Code Enforcement, the Fire Department, local Building Inspection Department and the local CHD attorney to repair or eliminate the housing units often cited for numerous violations. This information will be compiled and used in a statewide training presentation. The information will be shared with other CHDs wishing to reduce their most frequently noted violations as well. For year 2007, the bureau’s migrant program coordinator plans to work with a small number of health departments to develop a model strategy or strategies for either achieving better compliance with our housing requirements or otherwise reducing the number of substandard establishments under our regulation. For this same measure, quarterly Centrax reports will continue to be run on the number of establishments permitted, and the types of violations found in these establishments will continue to be monitored.

Note: The short term objectives for 2006 were addressed in the measures above.

Short Term Objectives

By January 1, 2008:

- Resume including program evaluations as a component of the business plan.
- Continue to search for ways to obtain more program-related funding by networking with the farmworker advocates and industry while attending national seminars and conferences such as the Annual East Coast Migrant Stream Forum, the Annual Florida Fruit and Vegetable Tour and the MAFO Annual Seminar.
- Continue to partner with other states and federal agencies (i.e., Interagency Farmworker Focus Group) to identify and develop guidelines to address the needs of migrant farmworkers (i.e., migrant housing issues and pesticide related issues).
- Continue to network with other state and federal government programs, especially the Migrant Health Care Clinic Coordinators to find grants that would fund multi-faceted educational documents that would meet our needs (brochures, pamphlets, novellas, cards, etc.) about the various programs to be distributed statewide. The documents would include information from every program that deals with farmworker related issues, such as housing, health care services, pesticides, wages, transportation, and others.

Long Term Objectives

By January 1, 2009:

- Conduct a broad assessment of the status of the program with respect to the department and the bureau’s mission, program costs and funding, frequency of inspections, rule and statutory provisions, types of establishments being regulated, overlap with other environmental health programs, overlap with other agencies (particularly state and federal), and how the program compares to similar programs in other states in the East Coast Migrant Stream.
- Network with other local, state, and federal government programs, migrant farmworker advocates and industry to develop a nationwide conference bringing all entities together to discuss their roles as they relate to migrant farmworker housing.



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- Provide one on one statewide monitoring to the CHDs involved in the migrant farmworker housing program to assist them with accomplishing their goals of improving their inspection frequency as well as assist them with providing quality inspections not quantity inspections. (Note: Several CHDs have hired Environmental Health Support staff to assist their staff with conducting investigations on unpermitted migrant housing, to conduct door to door surveys, to assist with migrant housing inspections and other environmental related issues. The Migrant Coordinator is planning to conduct one-on-one training for all new inspectors recently hired in program. The training date has not been scheduled, yet). 02/12/2007 ss
- Simplify the 64E-14 Migrant Housing Rule and Florida Statute definitions of migrant farmworker housing to a single one rule definition that will be less complicated to apply when enforcing the program rules, rather than applying several other standards and definitions, such as the Occupational Safety and Health Administration's standards, and the Florida Administrative Code requirements.
- Coordinate with the major universities, such as Florida A&M University, Florida State University, and the University of South Florida to develop and offer a 14 week online Basic Elements for a Course on Farmworkers and Advocacy Program to anyone interested in learning more about farmworker issues. The 14 weeks of courses will allow students the opportunity to gain knowledge about the challenges and struggles farmworkers face when coming to America in hopes of finding a better life for themselves and their families. At the end of the course, the student would receive college credits. The goal is to have the course attached to the Public Health Program or the Anthropology Program at one of the major universities. This will also be shared in part with the CHD inspectors during statewide trainings. (Note: Migrant Program Coordinator made contact with Dr. Cynthia Harris, Director of the Institute of Public Health at Florida A&M University (FAMU), about developing and implementing an online course on Farmworkers and Advocacy Programs. The course curriculum would be offered in the Environmental and Occupational Health program track of Public Health at FAMU. Dr. Harris is very excited about the idea. She has recommended that the Coordinator contact her Administrative Staff and schedule a meeting to discuss the program in more details. The Migrant Program Coordinator has been developing a course curriculum for the CHDs to use during their statewide trainings to gain additional CEUs for the migrant program; Dr. Harris has asked the Coordinator to send her a copy of the course curriculum to review). 02/12/2007 ss



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Measure #1: Develop tools to assist at least 80% of the CHDs participating in the Migrant Housing Program with completing the required number of inspections for the next program evaluation cycle (2006-2008).

Division Strategic Plan or HP 2010 Objective		Strategy	Benchmark	Responsible Party	Target Date	Status
Objective 1	Be the best communicators and educators	Develop and disseminate tools to the CHDs that will serve as incentives for their efforts with completing the required number of inspections.	As stated in strategy.	Sharon Saulter	September 30, 2007	Tools were developed and distributed as indicated below.
8-23	Reduce the proportion of occupied housing units that are substandard	<ul style="list-style-type: none"> Develop flyers quarterly for the CHD staffs as reminders to conduct the required number of inspections and also to gain better compliance from the CHDs 	Health departments will be contacted at the beginning of each quarter via email with a flyer to assist CHD staffs with achieving the required number of inspections during the appropriate quarter.	Sharon Saulter	September 30, 2007	The Program Coordinator developed and distributed a flyer electronically to 100% of the CHDs participating in the migrant program reminding them that January, 2007 start the 2 nd Quarter. 12/08/06 .SS
Objective 2	Use our data	<ul style="list-style-type: none"> Develop and award certificates for the CHD staffs that completed the required number of inspections for the 	As an incentive for the CHDs to complete the required number of inspections the migrant program coordinator will award certificates to the CHDs participating in the Migrant	Sharon Saulter	December 30, 2007	The certificates have been developed but instead will be awarded to the CHDs at the end of



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8-23	Reduce the proportion of occupied housing units that are substandard	2006/2007 fiscal year.	Housing Program that completed more than 85% of their required inspections in Centrax at the end of the fiscal year.			the 2006/2007 permit year. 12/08/06.SS
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Measure # 2: Complete the revision process for Chapter 64E-14, Florida Administrative Code, in accordance with Chapter 120, Florida Statutes by April 30, 2007.

Division Strategic Plan or HP 2010 Objective		Strategy	Benchmark	Responsible Party	Target Date	Status
Objective 1	Be the best communicators and educators	Revise the rule to reflect recent changes to the Florida statutes, input from county health departments, the regulated industry, the agricultural industry, farmworker advocates, and the general public. Add language to the rule regarding the pesticide program to address potential problem of pesticide exposures in migrant homes and proper storage of toxic chemicals in permitted housing units.	Rule is revised as stated in strategy.	Sharon Saulter Rosanna Barrett	January 20, 2007	A draft revision of the migrant housing rule has been completed. The proposed draft contains the revisions to reflect recent changes to the Florida statutes, input from the CHDs, the regulated industry, the agriculture industry, farmworker advocates and the general public. The 64E-14 Draft Rule is being circulated for intra-agency review in preparation for a public hearing. 12/18/2006 ss
Objective 2	Use our data	<ul style="list-style-type: none"> Prepare and file the notice of proposed rulemaking for the 	Notice is filed in accordance with the Chapter 120, FS,	Sharon Saulter	February 27, 2007	A notice has been drafted, and it is part of a rule packet that is undergoing internal agency review.



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8-23	Reduce the proportion of occupied housing units that are substandard	Florida Administrative Weekly (FAW).	rule-making process.			2/13/07 llh.
Objective 4	Support Community Outreach	<ul style="list-style-type: none"> Advertise rule amendment for public hearing. 	Advertise amendment in accordance with the Chapter 120, FS, rule-making process.	Sharon Saulter	March 27, 2007	The Rule is undergoing internal agency review so that it can be advertised for a public hearing. 12/14/06 ss.
Objective 4	Support Community Outreach	<ul style="list-style-type: none"> Conduct public hearing regarding the rule amendment. 	Public Hearing has been conducted in accordance with Chapter 120, FS, rule making process.	Sharon Saulter	April 20, 2007	Pending completion of the previous steps. 12/14/06 ss.
Objective 4	Support Community Outreach	<ul style="list-style-type: none"> File final rule for adoption. 	Final rule is filed for adoption in accordance with the Chapter 120, FS, rule-making process.	Sharon Saulter	June 27, 2007	Pending completion of the previous steps. 12/14/06 ss.
Objective 1	Be the best communicators and educators	<ul style="list-style-type: none"> Distribute copies of revised rule to county health departments and other stakeholders. 	Copies are distributed.	Sharon Saulter and Administrative support staff	July 12, 2007	Pending completion of the previous steps. 12/14/06 ss.



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Measure # 3: Identify educational opportunities to broaden knowledge and enhance skills of the program coordinator to help identify grants or other funding sources to potentially supplement the MLC's program activities and complete and submit at least one proposal to a funding entity.

Division Strategic Plan or HP 2010 Objective		Strategy	Benchmark	Responsible Party	Target Date	Status
Objective 1	Increase financially diversity and flexibility	Identify and attend educational classes, forums, seminars or workshops to broaden knowledge and enhance grant writing skills for identifying potential grants and other funding sources.	Attend two or more educational classes, forums, seminars or workshops during the year.	Sharon Saulter	November 26, 2007	Pending completion of the steps below. 2/01/2007 ss.
Objective 1	Be the best communicators and educators	Establish more networks or partnerships with other DOH staff to locate funding to supplement the program's activities.	Collaborate on at least one project.	Sharon Saulter Rosanna Barrett	November 14, 2007	The Migrant Program and Pesticide Surveillance Coordinators completed an EPA Grant application to implement Integrated Pest Management in a select number of the migrant housing establishments permitted by our department; however, the grant was not disseminated throughout the Executive staff for review and signatures, in time for submittal. This proposal has been saved for possible submission at the next funding opportunity. Program Coordinator will continue to look for additional funding opportunities. 1/2007. ss
Objective 1	Increase financially diversity and flexibility	Search for educational or training opportunities provided by colleges, universities, private industry, professional	Identify and participate in at least course or class.	Sharon Saulter	December 30, 2007	The Program Coordinator will continue to request approval to attend the Annual Spring Regulatory Tour, MAFO Conference and the Annual East Coast Migrant Stream Forum in 2007 to



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		associations, non-profit agencies, farmworker advocacy groups and other entities related to funding programs, grant writing, etc.				network and establish contacts as stated in the strategy and seek alternative funding sources related to farmworkers issues. The program specialist will seek other types of opportunities as well. 2/05/07 ss.
Objective 1	Be the best communicators and educators	<ul style="list-style-type: none"> Collaborate with other staff within DOH, other state agencies and advocacy groups working with migrant farmworkers on farmworker issues. 	Participate in the Farmworker Focus Group meetings on a monthly basis.	Sharon Saulter Rosanna Barrett	September 1, 2007	The Migrant Program and Pesticide Coordinators will continue these efforts with the other state agencies. 12/08/2006. ss

Measure # 4: Increase public awareness on the migrant labor camp program requirements by developing and distributing two educational documents to the department’s customers.

Division Strategic Plan or HP 2010 Objective	Strategy	Benchmark	Responsible Party	Target Date	Status	
Objective 1	Be the best communicators and educators	Develop and distribute materials about the Migrant Farmworker Housing Program that will educate the public and the departments’ customers about the policies, rules and laws that have been implemented to protect migrant and seasonal farmworkers.	As stated in strategy.	Sharon Saulter	May 30, 2007	Development stages
8-23	Reduce the proportion of occupied housing units that are	<ul style="list-style-type: none"> Design an outreach activity aimed at pest management and 	Collaborate on at least one project.	Sharon Saulter Rosanna Barrett	January 2008	The annual Migrant Housing inspection report has identified pest infestation as a major problem in migrant



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	substandard	pesticide reduction in migrant farmworkers housing units.				<p>farmworker housing units. There are concerns regarding the use of restricted pesticides by unlicensed pesticide applicators to alleviate this problem.</p> <p>The PESP and the Migrant Housing Program coordinators will pursue local or national funding sources to facilitate this effort.</p> <p>Development of a novella on pest management is in progress through the collaborative efforts of both programs. 2/05/07 ss.</p>
Objective 1	Be the best communicators and educators	<ul style="list-style-type: none"> Develop educational and promotional material, such as, Novellas, posters, brochures, booklets and pamphlets on the Migrant Housing Program. 	Develop at least one Novella and at least one pocket pamphlet.	Sharon Saulter	May 30, 2007	The Migrant Program Coordinator and the Pesticide Surveillance Coordinator are working to complete the draft of a Novella pamphlet, and they will order and distribute more educational and promotional materials from Cornell University to help educate the migrant and seasonal farmworkers about the importance of living in a clean, healthy and safe environment to distribute to the CHDs. 12/14/2006 ss
8-23	Reduce the proportion of occupied housing units that are substandard					



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Objective 4	Support community outreach	<ul style="list-style-type: none"> Improve outreach services to a select portion of the department's customers 	Distribute educational information to at least 10% of the owners, operators and migrant and seasonal farmworkers living in the five counties where the majority of the permitted migrant housing is located.	Sharon Saulter	December 31, 2007	The Migrant Program Coordinator plans to select the top 5 CHDs with the most recorded violations and distribute educational information to 10% of the owners, operators, and migrant and seasonal farmworkers living in that county. 02/13/2007 ss
Objective 4	Support community outreach	<ul style="list-style-type: none"> Increase the number of educational outreach activities to stakeholder, workers, and the public. 	Conduct at least four outreach activities (health fairs, trainings) for the year.	Sharon Saulter	December 31, 2007	Health fairs and trainings are being organized through the Interagency Farmworkers' Focus Group. The PESP and Migrant Program Coordinators attended a health fair on Jan. 21 in Apalachicola, at St. Patrick's Church, others are being slated, as well. On March 24th, 2007, we are scheduled to deliver a presentation to migrant and seasonal farmworkers at the El Sol Day Labor facility in Jupiter.



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Measure # 5: Develop a strategy to reduce the most frequently noted violations often observed in permitted migrant housing establishments by 3% percent.

Division Strategic Plan or HP 2010 Objective		Strategy	Benchmark	Responsible Party	Target Date	Status
Objective 2	Use our data	Establish and implement a strategy that will use our Centrax data and involve the regulated industry, county health departments, other customers and partners to help reduce the violations most frequently noted during inspections.	As stated in the strategy	Sharon Saulter	September 30, 2007	This effort continues. 12/14/2006. ss
8-23	Reduce the proportion of occupied housing units that are substandard					
Objective 1	Be the best communicators and educators	Use Centrax data to monitor and run reports quarterly to obtain and focus on the 10 most frequently recorded violations by the CHD staffs.	Run Centrax Reports quarterly to obtain the 10 most frequently recorded violations.	Sharon Saulter	September 30. 2007	This effort will continue 2/12/2007 ss.



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8-23	Reduce the proportion of occupied housing units that are substandard	<ul style="list-style-type: none"> ▪ Increase customers’ awareness about the 10 most frequent violations often noted in permitted migrant housing. 	Distribute statewide picture charts and graphs semi-annually to the CHDs to share with the department’s customers. Work with the CHD staffs from 5 to 7 counties to disseminate the information regarding the top 10 violations to the owners, operators and farmworkers living in permitted establishments in their respective counties.	Sharon Saulter	December 30, 2007	The Migrant Program Coordinator developed an annual report with graphs and charts showing the 10 most frequently recorded violations. The document was distributed to the CHDs to share with the department’s customers. Follow up on the feedback received from this distribution will continue. 12/14/2006 ss
Objective 3	Promote and support training and innovation					
8-23	Reduce the proportion of occupied housing units that are substandard	<ul style="list-style-type: none"> ▪ Develop incentive awards for owners and operators showing the most improvement reducing the number of violations in their establishments. 	As stated in the strategy	Sharon Saulter	December 30, 2007	Development stages. 12/14/06
Objective 3	Promote and support training and innovation					



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8-23	Reduce the proportion of occupied housing units that are substandard	<ul style="list-style-type: none"> ▪ Request the CHD staffs to select three establishments in their respective counties with the most improvement shown during the year and submit the names of the owners or operators, address of the owners or operators and pictures of the establishments before improvement and after improvement, if possible. 	As stated in the strategy	Sharon Saulter	December 30, 2007	<p>The Migrant Program Coordinator continues to develop these stages.</p> <p>12/14/2006. ss</p>
Objective 3	Promote and support training and innovation	<ul style="list-style-type: none"> ▪ Select a judging committee within the Bureau of Community Environmental Health to review the list of establishments submitted by the CHDs. The judging committee will select 10 establishments from the lists. 	Select the committee. Select 10 establishments with the most improvements and provide award certificates to the 10 owners and operators.	Sharon Saulter	December 30, 2007	<p>The Migrant Program Coordinator continues to work on this measure.</p> <p>12/14/2006. ss</p> <p>Development stages</p>