

**TOOELE COUNTY BOARD OF HEALTH MEETING**

January 26, 2021

151 N. Main Street Tooele, Utah

**PRESENT:**

Board: Brent Marshall, Anthony Howes, Tom Tripp (late), Linda McBeth, Pam Bennett (via phone), Devan Clevenger, Michael Wells, Brian Johnson

Staff: Jeff Coombs, Ericka Jordt, Amy Royal, John Contreras (phone), Brad Gillies, Bryan Slade, Amy Bate, Tracy Frailey

Public: Mathew Jackson

<b>TOPIC</b>	<b>DISCUSSION/FINDINGS</b>	<b>RECOMMENDATIONS/ ACTIONS</b>
Welcome- <i>Chair</i>	Brent Marshall called the meeting to order at 6:32 p.m. and welcomed everyone.	
Approval of Nov. 10, 2020 Meeting Minutes. (Action Item) <i>Chair</i>	Brent asked for a motion to approve the Sept 22, 2020 meeting minutes.	Brian Johnson made a motion to approve the Nov. 10, 2020 meeting minutes, Anthony Howes seconded the motion, all voted in favor, motion approved.
Selection of new Board Member (Action Item) <i>Chair</i>	The group reviewed the three applicants for the open board position representing youth that was previously held by Kyle Memmott. One applicant, Mathew Jackson attended the meeting and introduced himself. Mathew Jackson is currently serving as the Student Services Director for Tooele County School District. Pam asked if his current employment would be a conflict of interest serving on this board? Mathew and Brent Marshall agreed there would not be any conflict. Linda asked if anyone of the applicants were invited to the meeting, none of the applicants were invited.	Linda McBeth made a motion to select Mathew Jackson as to fill the open board position, Devan Clevenger seconded the motion, Pam Bennett was the only opposing vote, motion passed. Tom Tripp will notify the County Council to ratify the new member.
Adopt 2021	The group reviewed the proposed 2021 BOH Meeting Schedule. The group recognized there	Devan made a motion to adopt the



reporting that only about 50% of school staff had received the vaccine. Amy said the school district had sent a survey to their staff to get an idea of the number of staff wanting the vaccination and we are seeing more staff respond that what the survey responses first indicated. Jeff shared that it is a constant shuffle on knowing how many doses to expect and when and how to schedule appointments. An online appointment scheduling system is available on our website or those needing assistance can call to have an appointment made for them. We have appointments available through February. About 200 doses will be given to Community Nursing Services to vaccinate homebound clients. Amy Royal noted it will take about three more weeks of first dose school clinics to finish vaccinating staff, then they can start on second doses. Governor Cox recently announced that CVS and Walgreens will give unused doses to health departments to distribute. Jeff thanked his staff and recognized their hard work. Staff are handling hundreds of phone calls a day and data entry of hundreds of encounters within a short time frame. Jeff recognized how well organized and dedicated staff are to be managing an efficient clinic. He noted that the Governor issued an executive order requiring that all doses must be used within seven days of receipt. It is logistically challenging to track first doses, second doses, designating second doses back as first doses if not used within seven days, tracking, and contacting those who missed their second dose etc. The group was invited to come watch how the clinic is operated. At this time, we are averaging about 700 doses a week (based on our population we receive 2.17%) and holding vaccine clinics two days a week. Jeff calculated the maximum capacity of a vaccine clinic in this building at about 528 doses in an 8 hour day or 2640 doses a week. Once a larger amount of doses starts coming in, the vaccine clinic will be moved to Deseret Peak which can accommodate about 1700 doses per day or 8,880 a week. Other options are drive through clinics with the heavy-duty, outdoor tents that were purchased, and the school district has offered the use of their warehouses to hold drive-thru clinics. He did add that once the Johnson and Johnson vaccine is approved, we should start to see other providers such as doctor offices and pharmacies receiving and administering the vaccine which will lessen the workload. But Jeff foresees this continuing until at least June or July which means the biggest immediate need is additional staffing. Jeff is concerned about the long run and staff being able to sustain that rate. Once we start receiving second dose shipments, we will start holding clinics four days a week instead of two days a week and will administer about 500 doses per day. Additional staff are needed to administer vaccines, answer phones, data entry, traffic control. We need enough staff to allow us to rotate staff out because most employees here still have contracts to fill for their designated job duties such as tobacco control, abstinence, other immunizations such as flu, restaurant inspections

<p>Vaccination Policy (Action Item)</p>	<p>etc. Fortunately, COVID funding has helped offset the funding not coming in for those contracts. As of Feb. 1<sup>st</sup>, the National Guard will be sending six members to assist with whatever we need. In addition to the help from the National Guard, 6 additional staff will be hired as temporary help. Pam and Brent thanked the staff for their hard work and recognized that the public does not see all the hard work put in behind the scenes. Brent had Jeff show him the process of receiving, storing, and administering the vaccine. He felt the process was smooth and quick and efficient.</p> <p>46:01- Jeff was asked by Tom Tripp to have the board decide if health department staff should be required to receive the COVID-19 vaccine. Jeff added that with all vaccines an exemption should be allowed if there is a medical reason the employee should not receive a particular vaccine. Amy Royal reported that out of 78 employees, 8 chose not to be vaccinated. Bryan added that one of those employees did receive the vaccination today, dropping the number to 7. Jeff added that employees are required to get the flu vaccine every year. Brent said they have been contemplating this for city employees and for now have decided to not make it mandatory but highly encouraged. Jeff asked the group to take into consideration the fact that health department employees are interacting with thousands of people during the vaccine clinics and we do not want to take the chance of employees potentially spreading the virus to clients unintentionally. Pam asked if the vaccine prevented someone from spreading the virus or just from developing debilitating symptoms? Jeff acknowledged there is some debate and discussion on that so even once you are vaccinated you still should follow the safety measures of wearing a mask, socially distancing, hand washing and staying home when sick. Pam suggested including exemptions for religious reasons along with exemptions for medical reasons. Linda asked to think about how it would be perceived if someone working for the health department tells someone they are not getting the shot, perception is important. Brent brought up the case of a measles outbreak about a year ago. Jeff said for medical positions it is common practice to require employees to be vaccinated and be a condition of employment which is allowed. Mike Wells said he had this discussion with his staff, their decision had to be based on science not just relying on the internet. Even if working with the public and clients there is the fear of employees who do not get vaccinated spreading the virus to those they deal with. Jeff noted that non vaccinated employees are not allowed to work in the vaccine clinics. Amy added that some employees are choosing to wait for the vector based vaccine produced by Johnson and Johnson. Amy explained the difference between the vector based and the mRNA based</p>	<p>Mike made a motion that as a board we set an example by strongly encouraging employees to receive the vaccination, Devan seconded the motion. Linda amended the motion to include “at this present time it is strongly encouraged that health department employees receive the COVID-19 vaccine and the board will revisit this item at the next meeting” Devan seconded the amendment to the motion, there was no further discussion, all voted in favor of the original motion and the amendment, motion carries.</p>
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<p>COVID Admin Fee (Information Item) <i>Jeff Coombs</i></p>	<p>vaccines. Brent asked what position the Human Resource department would take on this issue? Jeff answered it can be required depending on what this board decides, or they can wait to require it since it is such a new vaccine. Devan stated that her opinion is to highly suggest employees get the vaccination but not require it for now due to the newness of the vaccine but then reviewed again later and possibly change it to be mandatory then. She also suggested having those non vaccinated employees do a task that keeps them away from the public. Amy Royal is of the opinion to treat it the same as the flu vaccine or hepatitis vaccine, where if an employee declines the vaccine, they meet personally with Jeff to discuss their hesitancy and receive education. Bryan Johnson asked if there have been any side effects? Amy said the only side effects they have seen so far at the clinic have been anxiety driven, and some side effects typical of vaccines – low grade fever, soreness at injection site. Linda asked Jeff his opinion, he said he leans toward strongly encouraging employees getting vaccinated now and for those who are hesitant to meet with John for an education review and if they still have concerns let them go for now, limit their job assignment as necessary, and they must work from home if there is an outbreak. Pam felt to strongly encourage now and hold off requiring until fall when more data is available. Mike agreed with Linda that health department employees not getting the vaccine may portray a negative perception and you want your clientele to feel comfortable coming to your business. Brent asked for a motion. Linda wants a deadline added that employees must be vaccinated by a set date and handled the same as the flu shot. Devan asked to consider revisiting once the Johnson and Johnson vaccine is available and have more time to review the legal ramifications of making it mandatory.</p> <p>Jeff noted that though it is allowed to bill insurance an administrative fee for administering the vaccine Jeff and Brad reviewed the budget and they determined that we have adequate funds at this point, so they do not feel that we need to charge a fee at this time. He added that not billing insurance or collecting a fee from the clients makes the process faster, more efficient, and feels it is fair to the citizens since we received money from the federal government to do this. Insurance information is being collected but not used at this time. Jeff recommended getting an approval from the board to waive this fee.</p>	<p>Michael Wells made a motion to waive the administrative fee for the COVID-19 vaccine for this calendar year, Anthony Howes seconded the motion, there was no discussion, and all voted in favor.</p>
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<p>Financial Report (Information Item) <i>Brad Gillies</i></p>	<p>1:03 Brad referred to the handout titled Actual vs Budget Twelve Months Ended December 31, 2020 (Preliminary). Brad noted that the report is a preliminary report as he is still expecting some numbers to come in as there may be more adjustments made from the county.</p> <p>Brad summarized the following:</p> <p>REVENUE- Total operating revenue as being about \$650,000 less than budgeted. Revenue from contracts and grants is about \$607,000 less than budgeted. December’s State payment when received will be about \$90,000 and will bring us to about \$517,000 less than budgeted. This shortfall is due to staff not being able to work on normal contract activities due to time spent on COVID-19 related matters, so we are not able to bill towards our regular contracts. Fees for services ending about \$40,000 less than budgeted, mostly due to a decrease in dental clinic patient visits. Immunizations (non COVID) were about \$48,000 over budget, this being our highest level ever.</p> <p>EXPENSES – Total operating expenses were about \$1,413,000 less than budgeted. About \$895,000 of this was employee wages and benefits related to COVID-19 that was covered by separate COVID funding and not billed towards our normal operations and contracts.</p> <p>NET OPERATING – Net operating shortfall was about \$760,000 and the budgeted operating shortfall was about \$1,500,000. The shortfall will be covered by the Mill Levy and a contribution from the county as shown below in other revenues.</p> <p>OTHER REVENUES- equaled \$1,400,000. This amount included about \$903,000 from the Health Mill Levy collected with property taxes (\$800,000 was budgeted) and about \$455,000 contributed from the county as office rent. Though the budget called for the use of about \$228,000 from our fund balance during the year, it will not be necessary to use this.</p> <p>COVID- Of the \$1,210,000 received, \$500,000 came from County CARES, \$440,000 in general state funding, \$165,000 in funding for contact tracing and a full time epidemiologist, a community partnership program and other smaller programs. Of the total funding received we spent about \$1,130,000. Wages and benefits took about \$755,000</p>	

	<p>while contact tracing accounted for \$145,000 and about \$120,000 on computers and other equipment. All unspent 2020 COVID funds will roll-over and be available for use during 2021.</p> <p>As of now we are aware of about \$547,000 available in 2021 and another additional \$70,000 not included in the summary report. There is a PPPHEA grant of \$442,000 for vaccination administration and contact tracing. \$34,000 is available as increased influenza funding. There is about \$34,000 rolled over from the 2020 contact tracing funding and there is about \$37,000 rolled over from the 2020 Community Partnership grant.</p> <p>Brad recognizes that this years' numbers may seem skewed due to COVID but hopefully by next year things will be back to normal. Brent commended Brad for the reporting.</p>	
<p>Food Rule Revision Request for Public Comment (Action Item) <i>Bryan Slade</i></p>	<p>1:14 Bryan presented a handout with the proposed changes to Health Regulation #4 Food Sanitation. Due to changes made by the state to the Food Safety Manager rule, changes now need to also be made to our local rule. Though changes are minor Bryan requested the group review the changes and decide if a public comment period and hearing are needed. He added that instead of specifying and taking pieces from the state rule and including those pieces in the local rule they instead want to reference the state rule in those areas. Bryan also added that an Agritourism rule was passed at state level last year, so they will now follow the state rule and are no longer required to follow the local rule. As of now there are no Agritourism businesses in Tooele County. Bryan explained HB94 – Microenterprise Home Kitchen Amendments which is aimed to allow anyone to sell any type of commercial food out of their home kitchen without being regulated, he added that Jeff is actively involved in this.</p>	<p>Brian Johnson motioned to hold a thirty day public comment period and public hearing before the next BOH meeting and appoint Bryan Slade as the Hearing Officer, Mike Wells seconded the motion, all were in favor, motion approved.</p>
<p>Election of Chair and Vice Chair (Action Item) <i>Brent Marshall</i></p>	<p>1:28 Brent opened the floor for nominations for chairperson and vice chairperson. Tom Tripp motioned to nominate Brent Marshall as chair, Brian Johnson seconded the nomination, no other nominations were given, Tom motioned to nominate Brent Marshall to chairperson by acclamation, all were in favor, motion passed. Tom Tripp nominated Linda McBeth for vice chairperson, Anthony Howes, and Devan Clevenger both seconded the nomination, no other nominations were given, Brian motioned to cease nominations, Michael Wells seconded the motion, all were in favor.</p>	<p>Brent Marshall was selected as chairperson, Linda McBeth was selected as vice chairperson.</p>

<p>Board Member Comments and/or Concerns</p>	<p>Brian thanked the group for their vigilance and hard work.  Devan thanked the group for their hard work. Devan thanked the employees for coming to Wendover to provide the COVID-19 vaccinations. She thanked employees for being available to answer her questions. Jeff and Amy commended Devan for being a great resource in the Wendover community.  Tom expressed his appreciation for the involvement the health department has with the state organization and the influence they have with the Governor on the decision not to offer the vaccine to 65+ too early.  Michael asked about an email he received about training for Open Meetings Act refresher. Brian noted it was sent from Linzi Critchlow at the county building, directing members to complete the online training and send Linzi your certificate after completing. Tom directed the group to go to the state auditor’s website and take both the board member training and open meeting act training, that way it is documented. Michael also shared his appreciation for the departments quick and effective response to the pandemic.  Anthony expressed concern he had heard from some individuals about some getting their first dose of the vaccine and thinking they no longer need to wear masks. Jeff responded that we are messaging that you are not completely immunized until about two weeks after receiving the second dose of the vaccine and that until numbers are down across the state mask wearing, social distancing and hand hygiene are still recommended. Amy R. added that the vaccine is not 100% effective, similar to the flu vaccine. Tom asked about herd immunity, Jeff said we will know when we have reached herd immunity when our positivity rate is below 5% and getting less than 322 cases every two weeks and other monitors such as having our transmission index level as low. Jeff added that it will be based on a community wide not individual wise situation.  Brent asked if RV dumps at personal residences required this boards’ approval. Bryan answered if they are on the city sewer system then it is up to the city sewer district, if they are on a septic system for their home then they would need to get approval from the health department. Brent expressed his sincere appreciation for staff and employees. He is amazed at how well the vaccine clinic is going including helping those who with mobility issues.</p>	
<p>Public Comments and/or Concerns</p>	<p>No public comments were given.</p>	
<p>Meeting Adjourn</p>	<p>Brent entertained for motion to adjourn.</p>	<p>Devan Clevenger made a motion</p>

		to adjourn the meeting at 8:15 pm, Mike Wells seconded the motion, meeting adjourned.
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Attachments: Proposed changes to Health Regulation #4 Food Sanitation, Tooele County BOH COVID-19 Status Report State of Utah, TCHD Actual vs. Budget Twelve Months Ended Dec. 31, 2020 (Preliminary)