

**TOOELE COUNTY BOARD OF HEALTH MEETING**

March 26, 2019

151 N. Main Street Tooele, Utah

**PRESENT:**

Board: Linda McBeth, Commissioner Tom Tripp, Colleen Johnson, Mayor Brent Marshall, Mayor Brian Johnson, Kyle Memmott, Anthony Howes, Devan Clevenger

Absent: Lynn Falkner

Public: Staff: Jeff Coombs, Brad Gillies, Ericka Jordt, Jamie Zwerin, Amy Bate, Scott McKenzie, Kendra Muir, Bryan Slade

<b>TOPIC</b>	<b>DISCUSSION/FINDINGS</b>	<b>RECOMMENDATIONS/ ACTIONS</b>
<p>Welcome-</p> <p>Approval of January 29, 2019 meeting minutes. Action Item</p>	<p>Chairperson, Linda McBeth called the meeting to order at 6:30 p.m. and welcomed everyone.</p> <p>Linda asked for a motion to approve the January 29, 2019 meeting minutes.</p>	<p>Tom Tripp made a motion to approve the January 29, 2019 meeting minutes, Brent Marshall seconded the motion, all voted in favor, motion approved.</p>
<p>Board Member Reappointment- Action Item</p>	<p>Devan Clevenger was reappointed to the board to serve an additional term representing Wendover City.</p>	
<p>Proposal to Reschedule May Meeting to June Action Item</p>	<p>At the last meeting Tom Tripp noted the board bylaws state regular meetings of the board shall be held not less than once every three (3) months. Since the May to September meeting is over 4 1/2 months, Tom had proposed moving the May meeting to June. The group discussed changing the date but several noted schedule conflicts. Jeff suggested the group schedule a tentative meeting in July which could be cancelled if there are not enough items for an agenda or attendance. Ericka will send out detailed information for the meeting, lodging, dinner and transportation beforehand.</p>	<p>Tom Tripp made a motion to suspend the rules for this one item, he then amended his motion to keep the next meeting scheduled for May 9, 2019 but to also schedule an additional meeting date selected by the health director to be held in July in order to meet the bylaw requirement. Kyle Memmott seconded the motion, all voted in favor, motion approved.</p>
<p>Board Member Assignment Reports Information Item</p> <p><i>Linda McBeth</i></p>	<p>Linda noted that Tom Tripp accepted the assignment of Tooele County Litigation Updates. Tom reported that Tooele County has joined with several other counties in the opiate litigation which has since moved to discovery, which includes gathering documents and deposition. He foresees this going on for quite some time.</p>	<p>Tom Tripp made a motion to suspend the rules for this one item, he then amended his motion to keep the next meeting scheduled for May 9, 2019 but to also schedule an additional meeting date selected by the health director to be held in July in order to meet the bylaw requirement. Kyle Memmott seconded the motion, all voted in favor, motion approved.</p>

	<p>Brent Marshall is assigned to the Suicide Prevention Group, he was unable to attend the last meeting. The group discussed fund raising efforts through the Life's Worth Living Foundations annual Walk to Wendover at the previous meeting. Amy mentioned that two buses housing 100 seats total have been sold out for this event that is scheduled for April 26th. A Mental Health First Aide training will be held here at TCHD on March 27<sup>th</sup>.</p> <p>Devan Clevenger is assigned to the Substance Abuse workgroup. They have discussed additional drop boxes and possible locations, increased awareness, Prime for Life adult and teen life skills, opioids.</p> <p>Colleen recapped the legislative update that was previously sent to the group. She noted they have not had a call for the last two weeks. The E-Cig tax failed as well as restricting the sale of flavored E-Juice to specialty tobacco stores only. The food truck rule passed, tobacco age amendment passed and the Utah Wholesome Food Act passed.</p> <p>Kyle attended the CHIP Healthy Living Workshop meeting last December, the next meeting has been postponed until April. There was discussion of the grant conditions, phone surveys to ask about health concerns in the county, increase social media usage.</p> <p>Linda asked those with assignments to think of how they can communicate to help this board become more effective, informed and active for our community.</p>	
<p>Health Officer's Report Request Approval for Reaccreditation Application Fee Action Item</p> <p>Minimum Performance Standards Attestation Action Item</p>	<p>As Jeff reported at the last meeting we are nearing the end of our 5-year period with PHAB. TCHD was the 22<sup>nd</sup> in the nation and 1<sup>st</sup> in state to become accredited. Staff is preparing to apply to for reaccreditation, but due to the cost involved the board's direction is being sought. Jeff asked for approval from the board to continue with the reaccreditation process including fees. Jeff turned the time over to Scott for a presentation on Public Health Accreditation Board (PHAB) Reaccreditation to show the benefits and advantages of retaining this status.</p> <p>Jeff explained that Utah Administrative Code 380-40-5 lists all requirements and responsibilities of a health department. Jeff handed out the Minimum Performance Standards Attestation Checklist and the supporting documentation verifying the department meets all requirements listed for the group to review. He explained that we are subject to being audited every three years but annually this board is asked to attest to the state health department that we are meeting the required standards. Jeff advised that the checklist and supporting documentation are available for the group to view at any time. Jeff asked the board to vote</p>	<p>Brian Johnson motioned to approve proceeding to apply for reaccreditation status and pay applicable fees, Kyle Memmott seconded the motion all were in favor and motion passed.</p> <p>Brent Marshall made a motion to approve signing the attestation requirement document, Tom Tripp seconded the motion all were in favor and the motion passed. Linda signed the document on behalf of the board.</p>

<p>Annual Report Information Item</p>	<p>attesting the requirements are being met.</p> <p>The board was given a copy of the 2018 Annual Report. Jeff will present the report at the Wendover City Council meeting and any other municipalities that would like to have the presentation. Ericka will email the group the details of when Jeff will be presenting, the board is invited to attend. The report will be sent to our partners throughout the community and posted to <a href="http://www.tooelehealth.org">www.tooelehealth.org</a> for the public to view. Jeff commended Amy Bate for her work on the report. Brent asked about the vital records program, Jeff confirmed they are available here at the health department and also noted the program is being overhauled and he will present on the changes at the next meeting.</p>	
<p>Legislature Report Information Item</p> <p><i>Jeff Coombs</i></p>	<p>Jeff reviewed some items on the Legislative Bill Watch list handout. Linda asked what the board can do between now and the next legislative session that will have a positive impact on the items that did not pass. Jeff noted that some will have hearings at interim sessions during the summer, he will notify the board when this happens so the board can contact legislature.</p> <ul style="list-style-type: none"> <li>• A one-time funding of \$500,000 passed that will be shared between 13 health departments to pay for needed building infrastructure to accommodate the distribution of medical marijuana. Due to state mandate county funds cannot be used to fund this service. The rule also requires distribution to be available during all working hours and requires two employees at all times who are trained, licensed and passed criminal background checks. Due to federal law regular pharmacies cannot dispense medical marijuana. There has been some confusion between UDOH funding and legislative funding that needs to be worked out. This program is supposed to be operational by 2020. There are concerns about the possibility of losing federal funding.</li> <li>• HB 321 Non-Voluntary Assessment Areas passed, it allows municipalities with a large area of septic tank failures to force that community to connect to sewer unless at least 70% of residents petition against it to prevent it from moving forward.</li> <li>• Lead in Drinking Water in Schools did not pass. Local health departments will work together with the school districts to come up with a plan hopefully without needing UDEQ to draft legislation.</li> <li>• SB71-Food Trucks- passed. Food trucks will only have to acquire one business license now instead of obtaining a business license in every county they operate. The food trucks will still have to get a primary health permit and secondary health permits from each county they will be operating in.</li> </ul>	

	<ul style="list-style-type: none"> <li>• HB324 Tobacco Age Amendment, passed. The age limit will be raised from 19 to 20 and then 21 years of age over the next two years except on military bases.</li> <li>• Flavored E-Juice sales being restricted to tobacco specialty stores only did not pass. Jeff noted we will ask the board at the next meeting to pass our own regulation restricting this.</li> </ul>	
<p>Emergency Services Update PHAB Reaccreditation (Information Item)</p> <p><i>Scott McKenzie</i></p>	<p>Scott showed the group a presentation on the advantages and benefits of becoming and retaining accreditation status through the Public Health Accreditation Board (PHAB). Some key points discussed were:</p> <ul style="list-style-type: none"> <li>• Quality improvement process helps identify items to benchmark</li> <li>• Requirement to produce an annual report, Community Health Improvement Plan and Community Health Assessment</li> <li>• Increased partnership with stakeholders in our community</li> <li>• Increased awareness of strengths and weaknesses</li> <li>• Promotes transparency</li> <li>• Improved management process through tracking</li> <li>• Increased accountability</li> <li>• Improved communication</li> <li>• Increase competitiveness when applying for funding</li> <li>• Increased community comfort knowing measures have been met and capacity to serve</li> <li>• Peer review by other public health officials</li> <li>• A framework is set to follow, measure and identify deficiencies</li> <li>• Gives validity to what we are doing</li> <li>• Evaluation by a second profession is beneficial</li> <li>• Standards are updated every year</li> <li>• Lends confidence to community by knowing review was performed by an outside source</li> </ul> <p>Tom asked if the fee includes staff hours spent or just the cost to apply, Jeff answered it is only the cost to apply. The fee covers a ninety-day audit and an electronic review of all supporting documents. Jeff noted the majority of items required are processes that staff are doing already. Jeff acknowledged there is added cost from additional staff hours worked and documentation collected. Brad explained the total fee is spread over five years.</p>	

<p>Financial Report-</p>	<p>Brad presented the report titled Actual vs. Budget Two Months Ended February 28, 2019. He noted that both operating revenue and expenses fluctuate throughout the year due to different cycles, but this report does not include any tax input from our tax levy or county contribution.</p>	
<p>Request to Approve Final Budget (Action Item)</p>	<p>Brad presented a preliminary report at the last meeting. Since that time remaining expenses and revenue were totaled and updated amounts were provided as shown in the Actual vs. Budget Year Ended Dec. 31, 2018 report. The report also shows the actual amount collected by the county for the Health Tax Levy through December 31st. He explained that the net operating deficit was covered by the county contribution and health tax levy. Any revenue collected over expenses gets rolled in to the fund balance that has accumulated over the years. Because expenses were lower than budgeted we did not need to pull money from the fund balance, and an additional \$79,347 was added to the fund balance. An additional \$250,000 has been marked as capital improvement funds to be used solely for building repair and/or improvements as well as emergency contingency funds. Linda asked if money from the active transportation fund could be used to repair sidewalks that need repair, it was explained that health department funds cannot be used towards municipalities. Brad gave a list of active transportation projects that have been completed. He noted that money from some grants can be used to provide input and help municipalities develop plans for active transportation but cannot be used for the infrastructure. Tom asked what our restrictions are on retained earnings? Jeff responded there are different interpretations on this. Brent asked if we are audited annually? Brad stated the health department is not a stand-alone entity that gets audited individually, but we are included as an entity of the county when they are audited annually. Jeff added that this is how all other single county health departments are handled throughout the state, only health departments that are multi-county are audited independently. However, Brad noted we are programmatically audited annually. Tom had some questions as to how the report is formatted. Linda asked Brad to find a definitive answer to ensure we are following the law regarding the accumulated fund balance and report back at the next meeting.</p>	<p>Tom Tripp motioned to accept the report as presented noting discussion of request of further clarification and future action, Brent Marshall seconded the motion, all were in favor and motion passed.</p>
<p>Request to Transfer from Funds Balance to Capital Improvement (Action Item)</p>	<p>Brad asked the board for approval to move \$150,000 from the fund balance to the capital improvement fund. If approved, it will be presented at the mid-year budget adjustment meeting with the county. Tom noted budget adjustment requests can now be presented to the Commission anytime.</p>	
<p><i>Brad Gillies</i></p>		<p>Tom Tripp made a motion to table the request regarding transferring funds to the capital improvement fund until clarification is received, Colleen Johnson seconded the motion, all were in favor, request</p>

		has been tabled.
<p>Environmental Health Update Wastewater Regulation – Discussion on Alternative Systems (Information Item)</p> <p><i>Bryan Slade</i></p>	<p>Bryan advised the board he will be proposing new language to add to Wastewater Regulation #12 regarding Alternative Septic Systems at the next meeting. These types of systems were not allowed in the past but in 2015 a state rule passed allowing them. Tooele County now has its first alternative system. These types of systems require ongoing maintenance whereas conventional systems are for the most part maintenance free. Bryan is working on the language and it will be sent out before the meeting for the board to review.</p>	
<p>Aging Services Update Wendover Aging Services (Information Item)</p> <p><i>Jamie Zwerin</i></p>	<p>Jamie shared that a goal she set upon becoming Aging Director was to focus on seniors living in rural areas of our county such as Wendover. She reported that the previous monthly meal offered at the Wendover Community Center was a potluck type of meal, now an employee purchases and prepares the meal and also coordinates activities like blood pressure checks, presentations etc. On average, about 15 people attend. Jamie and staff have also increased Medicare assistance from not just assistance by phone but also staff go to Wendover twice a year to assist seniors in person. This assistance includes billing issues, enrollment and finding a provider. A client has been added to the Alternatives Program- In Home Service that provides personal care and homemaking services to low income seniors. Jamie will be presenting to the Wendover City Council on April 18<sup>th</sup> to seek ideas on what types of services are needed and how we can help provide the services. Jamie is collaborating with West Wendover, Nevada to try and coordinate providing services with them and their center. It is difficult due to crossing state lines but both state program directors are willing to work together to provide services to seniors on both sides. She is working with a company that can deliver frozen meals to homebound seniors similar to the Meals On Wheels program.</p> <p>Jamie announced UTA is proposing to offer additional routes during commuter times, including consideration for a mid-day service. A public hearing will be held on April 4<sup>th</sup> from 4:30-6:30 at the county building, everyone is encouraged to attend and share their views on the proposed changes.</p>	
<p>Board Members Comment/Concerns</p>	<p>Collen asked about an email reminder she keeps receiving about the public meeting training, she is unsure if she needs to take it again? Jeff noted this training is held every year at the Wendover meeting, and it is available online as well. Brent thought it would be</p>	

	<p>beneficial to do the training in person to address questions. Ericka will schedule this training.</p> <p>Anthony asked when the Household Hazardous Waste Collection day would be? It will be held May 4<sup>th</sup>, 2019 from 9am- noon at the Clean Harbor’s facility at 2150 N. 470 E in Tooele.</p> <p>Tom shared that he received a public complaint about the handicap access being restricted on the south end of Rabbit Lane, Brad noted it is scheduled to be fixed. Tom was also contacted by the organizers of Country Fan Fest requesting they be allowed to sell vaping products at the event, Jeff advised it is against state law. Brent suggested sending a notice to all municipalities advising of the restriction.</p> <p>Brent asked about an upcoming mobility meeting, Jamie confirmed it is tomorrow.</p> <p>Bryan asked for clarification on the ranking in the Annual Report, Amy explained what the statistic is based on. Amy will send an email with a link to the County Health Rankings website.</p> <p>Linda informed the group that a coordinated effort has been made between University of Utah Clinic and Mountain West Medical Center to immediately share communicable disease reporting with an increased amount of information.</p> <p>Linda mentioned that Bucky Whitehouse, Director of County Emergency Management has invited the board to attend as a group or individually to visit the Emergency Operations Center and use the building if wanted to hold this meeting there.</p> <p>Linda asked for a volunteer to attend and represent the board when a public hearing is held, Anthony volunteered.</p> <p>Amy gave the group an invitation to the Friends of Public Health Awards on April 15, 2019 at 3 pm. Jeff explained how the recipients of the awards are selected. He also announced a new award for volunteerism that will be given annually going forward in honor of Dr. DeLaMare who volunteered for many years in the Healthy Smiles Dental Clinic. She also gave the group a list of Community Health Improvement Plan (CHIP) Meetings she created at Linda’s request.</p>	
Public Comments	There were no comments given.	
Meeting Adjourn	Linda entertained a motion to adjourn the meeting at 8:19 pm.	Colleen Johnson motioned to adjourn, Devan Clevenger seconded the motion, all were in favor.