

TOOELE COUNTY BOARD OF HEALTH MEETING

May 9, 2019

920 E Wendover Blvd. Wendover, Utah

PRESENT:

Board: Commissioner Tom Tripp, Mayor Brent Marshall, Kyle Memmott, Anthony Howes, Devan Clevenger

Absent: Linda McBeth, Colleen Johnson, Brian Johnson

Public: Elizabeth Tripp, Corene Marshall

Guest Speakers: Gary Searle, Jill Parker

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

TOPIC	DISCUSSION/FINDINGS	RECOMMENDATIONS/ ACTIONS
<p>Welcome-</p>	<p>Acting Chairperson, Brent Marshall called the meeting to order at 7:00 p.m. and welcomed everyone.</p>	
<p>Approval of March 26, 2019 meeting minutes. (Action Item) <i>Board Member</i></p>	<p>Brent Marshall asked for a motion to approve the March 26, 2019 meeting minutes.</p>	<p>Tom Tripp made a motion to approve the March 26, 2019 meeting minutes, Kyle Memmott seconded the motion, all voted in favor, motion approved.</p>
<p>Proposal to schedule July Meeting Date (Action Item) <i>Board Member</i></p>	<p>Tom Tripp motioned to table the item until after Jill Parker presented on HB 163, Anthony Howes seconded, all were in favor. The group discussed dates and times to hold a meeting in July. Jeff noted that the board could nominate an applicant for the open board position previously held by Lynn Falkner- Medical Professional at this meeting.</p>	<p>Tom Tripp made a motion to tentatively schedule the next meeting to be held July 23rd, 2019 at a time and place to be determined, Devan Clevenger seconded the motion, all voted in favor, motion approved.</p>
<p>Open and Public Meeting Act Training (Information Item)</p>	<p>Tooele County Attorney, Gary Searle trained the group on Utah’s Open Meeting Act. A handout of the training was given to the group. Utah Code 52-4-104 requires that members of this board receive this training annually. Some key items discussed included:</p>	

<p>Report on Vital Records Silver Program</p>	<p>pathway only for bikers, joggers, walkers etc. is almost complete. Once completed a ribbon cutting ceremony will be held, this board is invited to attend.</p> <p>Jeff provided a handout showing measles cases as confirmed by the Centers for Disease Control and Prevention (CDC). As of May 3, 2019, 764 individual cases of measles have been confirmed nationwide, this is the greatest number of cases reported in the U.S. since 1994. There have been 14 confirmed cases of mumps in Utah. Typically, we only have 2 cases per year in Utah. Measles cases typically follow mumps cases. Jeff will present at the next Department Head meeting, that if there is an outbreak, any employee who has not been immunized or had a titer test would be subjected to being excluded from work for up to twenty-one days and at the cost of the employees own sick leave, vacation or PTO leave. Some people may need a second vaccination which is available at the Health Department.</p> <p>Jeff gave an update on the Vital Records program. A new program called Silver is available to order birth and death certificates online, this is in addition to also being able to come in to the health department to request the certificate in person. In order to not lose revenue for these online requests, a reimbursement plan has been implemented that will recognize when a client orders a certificate online that the state will reimburse a portion of the fee to that county's health department, similar to the online Food Handler program. Once the online order has been placed the certificate can be picked up from the health department or they can request to have it mailed to their home.</p> <p>Jeff added that setting up an online payment option for other services is being worked on as well.</p>	
<p>Medical Marijuana Update (Information Items) <i>Jeff Coombs</i></p>	<p>Jeff gave an update on medical marijuana. The law requires that the state be ready to dispense by March 2020. The dispensary will be in the front office of the building, currently the Billing Office. The only required advertising is a green cross that must be displayed in the window. Additional security measures are necessary such as cameras and swipe locks and limited access to only those who have been licensed with the state. Funding challenges are still being negotiated with the state. County general funds are prohibited from being used for this. There are possible legal ramifications being examined on how and if it could potentially affect federal funding. A great deal of time is being spent researching and preparing for this new service.</p>	
<p>Relationship with</p>	<p>Jill Parker was introduced as the Executive Director of the Utah Association of Local Health</p>	

UALHD
(Information Item)
Jill Parker

Departments. She also represents and works for the Utah Association of Local Boards of Health (UALBOH). Jill explained her role is to connect and update during legislative sessions and public health issues through weekly calls, Steering Committee meetings, Health Officer meetings, etc. Jill announced that a new website will be coming soon. The orientation manual for Board Members will be available on this site if you need to reprint it or for new members. She explained the goal of UALBOH is to provide education and information for Boards of Health.

Jill invited the group to attend the 2019 Annual Symposium September 5-6th in Midway, Utah. The first night will be a board training. Jill encouraged the group to come up with topics or questions they would like to have discussed.

Jill explained HB163- Offenses Against the Administration of Government Amendments. The bill was not contested by any legislators and is now on the consent calendar. This law moves what was once considered special privilege now to a felony for any employee caught using any equipment, supplies or property owned by the county unless personal privilege has been granted to that employee. Counties will need to draft a policy to protect employees who are unwittingly breaking this law. Bear River has drafted a policy. A policy must be in place by July 1, 2019. Tom noted attorney's for Tooele County are currently working on a policy which would cover all county departments including the Health Dept. Jill is hoping to have more information at the Health Officer meeting next week. Tom Tripp explained this is a result of a lawsuit in Washington County where employees were taking district equipment for personal use, but there was no policy against it. A special session will be held in August, with possible intent language to be drafted.

Jill shared an update on funding for medical marijuana. Senator Vickers included intent language to designate one-time funding of \$500,000 and up to \$500,000 of fees collected to retrofit health department buildings, provide training and staff as well as prohibiting use of county dollars being used towards this.

The E-cigarette tax bill that earmarked \$2,000,000 to go to local health departments for education and enforcement did not make it to the Senate floor but has now been sent to the Senate side. They are looking at a comprehensive community approach to vaping and reviewing evidence-based strategies. This topic will be discussed during interim. She also shared that a recent lab test of e-juice samples resulted in 10 of the 12 samples testing positive

	<p>for THC, methamphetamine or opioids. The DEA is involved. There are many questions such as where they were purchased from, were they prepackaged or mixed on site, etc. She also shared that starting July 1, 2019 Walmart has raised the minimum age to purchase tobacco and related products to 21 years of age, they also will remove all fruit or dessert flavored e-juices from their stores nationwide.</p>	
<p>Financial Report- Report on Fund Balance (Information Item)</p>	<p>Brad presented the Actual vs. Budget Three Months Ended March 31, 2019 equals 25% of the year. Operating revenues are at 26.3% and expenses are at 21.3%. He explained that revenues and expenses fluctuate throughout the year due to when grants and contract payments are received.</p> <p>At the last meeting Commissioner Tripp asked what the maximum amount is that could be held in the Fund Balance? Brad reported that at today's Business Manager's meeting that he attended they discussed fund balance limits. He reported that since we are a single county health department we do not operate as a separate entity from Tooele County. All health department funds are tracked separately but they are held by Tooele County. The health departments accumulated fund balance is not considered as a separate division, it is included in the overall percentage of Tooele Counties fund balance so there is not a set limit on the amount of money the health department can keep in their Fund Balance. Brad explained we operate on about 50% of funding that comes from grants and contracts so if there was a government shutdown like we recently had in our Women, Infant and Children (WIC) Division we would be able to still operate with money from the Fund Balance. Jeff also added that grant and contract funding is often delayed by several months, so the Fund Balance ensures we can continue operating while waiting on those payments. Jeff would like to see a maintained fund balance of 25-30% of the total operating budget.</p>	
<p>Request to Approve Final Budget Report (Action Item)</p>	<p>Brad noted that at the last meeting Commissioner Tripp voted to accept the report as presented noting discussion of request of further clarification, the motion passed so we will not need to request to approve the Final 2018 Budget Report tonight.</p>	
<p>Request to Transfer from Funds Balance to Capital</p>	<p>Jeff stated he would like to eventually build up the capital improvement balance to \$1,000,000 if approved by this board and the Commission to be used for things like major building renovations, security system upgrades, HVAC system repairs or replacement,</p>	<p>Commissioner Tripp made a motion to transfer \$150,000 from the 2018 Fund Balance to the</p>

<p>Improvement (Action Item)</p> <p><i>Brad Gillies</i></p>	<p>additional parking area etc. The group discussed operating expenses verses capital improvement funds. Brad asked the board to approve moving \$150,000 from the 2018 Fund Balance to the Capital Improvement Fund.</p> <p>Commissioner Tripp noted he would have liked to have seen more detail on this transfer such as the dollar amount of this request before the meeting and on the agenda.</p> <p>Brad also requested additional funds in 2019 for Active Transportation to continue developing pathway and trail projects. Jeff feels these projects are an economic advantage to the county and cities and also benefit public health by increasing physical environment opportunities. Brad noted that any amount not spent would be moved back to the fund balance as done in the last two years. Some projects being looked at is a pathway along the sound wall in Stansbury Park and once the Pole Canyon Road is developed a pathway along this road. Jeff asked for the boards support to move \$300,000 from the 2018 Fund Balance to the Active Transportation fund, Brad noted it would not be moved from the Fund Balance but instead an additional line item would be created for Active Transportation in the 2019 Budget. Commissioner Tripp directed Brad to submit a budget adjustment form in the Auditor’s office for this request.</p>	<p>Capital Improvement Fund, Kyle Memmott seconded the motion, all were in favor and motion passed.</p> <p>Commissioner Tripp made a motion to add to the budget coming from Health Department funds to be used for Active Transportation in the amount of \$300,000 and enter that process with Tooele County to accomplish request, Devan Clevenger seconded the motion, all were in favor, motion passed.</p>
<p>Environmental Health Update Wastewater Regulation – Proposal to Add Language to Regulation #12 for Alternative Systems (Action Item)</p> <p><i>Scott McKenzie</i></p>	<p>Scott McKenzie reported that Bryan Slade, Environmental Health Director did not have a draft ready for tonight’s meeting, regarding Alternative Septic Systems to be added to Regulation #12 Wastewater Disposal. Proposed language will be presented at a future meeting.</p> <p>Household Hazardous Waste Collection Day was held May 4th, 374 vehicles representing 429 total households participated. Used oil, paint, chemicals, electronics etc. were brought in. Although the line was closed at noon, it still took until 1:30 pm to get all the vehicles through and emptied. Other alternatives are being considered to offer increased availability of this service. One option being looked at is to have a permanent drop site that is open to the public at least once a month, possibly at the Tooele County Landfill or Clean Harbors facility or even subcontract with the Salt Lake Landfill. Brent stated he has heard from several people requesting the event more than once a year and in other locations, Scott noted the cost to staff the event and other behind the scenes costs prevents this from being an option.</p>	<p>No action was taken.</p>
<p>Board Members</p>	<p>Tom was contacted by two charter schools concerned about the cost the health department</p>	

Comment/Concerns	<p>charges for the school nurses to teach maturation classes for 5th and 6th grade students. Tom would like something published explaining what the cost is, Jeff stated he has already shared options of teaching to a congregate grade versus individual classes and the cost involved to the president of Scholar Academy.</p> <p>Tom noted ZYN- a company that offers nicotine products will be allowed to be a sponsor of Country Fan Fest for one more year only. Brent Marshall added at the time they applied for a business license, discussion was still on-going, so they were not given a license. Scott added they are now eligible for a business license, but they will not receive a tobacco permit from the health department and violations are non-enforceable this year. Jeff added that the Health Officer's Assoc. have been discussing this to create a universal interpretation and next year this will all be in place.</p>	
Public Comments	There were no comments given.	
Meeting Adjourn	Brent Marshall entertained a motion to adjourn the meeting at 8:33 pm.	Brent Marshall motioned to adjourn, Anthony Howes seconded the motion, meeting adjourned.

Attachments: Actual vs. Budget Year Ended Dec. 31, 2018, Actual vs. Budget Ended March 31, 2019, Utah's Open Meetings Act, CDC Measles Cases 2019