

TOOELE COUNTY BOARD OF HEALTH MEETING

May 12, 2016

920 E. Wendover Boulevard, Wendover Utah

PRESENT:

Board: Kathy Taylor, Commissioner Myron Bateman, Lynn Falkner, Dave Rupp, Mike Colson, Dennis Rockwell, Colleen Johnson, Devan Clevenger

Staff: Jeff Coombs, Sherrie Ahlstrom, Bryan Slade, Kristy Lee, Gary Searle,

Public: Bob Johnson, Cindy Searle

TOPIC	DISCUSSION/FINDINGS	RECOMMENDATIONS/ ACTIONS
Welcome	Kathy Taylor called the meeting to order at 7:00 p.m. and welcomed everyone. Kathy asked that a motion be made to approve the March 29, 2016 minutes.	Colleen Johnson made a suggestion to change the word “needy” when referring to the group under the Family & School nursing update. Dennis Rockwell seconded, all concurred & the motion passed.
Health Officer’s Report <i>Jeff Coombs</i>	<p>Annual report has been published and is available on the website. It was a good year, we stayed within our budget, we carried over about \$170,000 into reserves. Request being made to the county that those reserves and future reserves be put into a capital improvement fund for upgrades, land purchases, cosmetic fixes and such. Possibly purchase dirt lot north of the health department. Wendover building will be turned over to Wendover City and the health department becomes a tenant and we should be prepared for other options. Devan said Wendover has talked about that in their meetings but has no plans of kicking the health department out. Asking to take half of future reserve funds to put in capital improvement funds.</p> <p>With the completion of the annual report we’d like to prepare a presentation at the city council meetings to update them on the Board of Health and current issues. Will be at Grantsville City in June and probably Stockton as well. Kathy suggested that each board member attend the city/area they represent. Kristy will ask Ericka to email all board members so they can use their discretion to attend the appropriate meeting.</p> <p>There was a funding opportunity that the health department applied for regarding prescription drug overdose. Four health departments were given a four year grant with enough funds for a half time position. We’re waiting on a final signature on that before</p>	Mike Colson made a motion to support Jeff in his capital reserve fund plan. Lynn Faulkner seconded, all concurred & Jeff was given the support of the board.

	<p>hiring. Budget looks good, no report ready for tonight. Through May we're under budget by about 7% for this time of year, managers are doing well. Sherrie believes the grant for the prescription drug position is \$120,000 for four years. That includes salary and all activity costs. Tooele has one of the highest prescription drug overdose rates in the State; that is one reason our health department was chosen. It's difficult to spend grant money wisely and stay within grant guidance.</p>	
<p>Utah's Open Meetings Act <i>Gary Searle</i></p>	<p>This presentation was given at the Health Department Board meeting, in August of 2014. There's a couple of new board members since then. This may be required every year. The Utah's Open Meetings Act handout came from the state website where they keep it updated with any legislative changes. Public Policy-agencies and political subdivisions hold open meetings so the public can attend. UTA has been getting heat for making their decisions without the public. Open Meetings Act is state law, requires to take actions openly, allows for open public process. Things you don't have to talk about in public: employment issues, litigation, selling of land. Every political subdivision in Utah is required to follow this law. Any administrative advisor, legislative body which is created by constitution, statute, rule, ordinance or resolution must abide by this law. Bodies and individuals who can spend the public's money are required to hold open meetings. Examples of entities are city council, county council, planning commission, board of adjustment, project committees, special districts, board of health.</p> <p>Not affected by it: County manager, chair of a public body acting in an administrative role, political parties, community councils, neighborhood watch, staff meetings. A meeting means a convening of a public body in person or by electronic communications for the purpose of discussing, receiving comments from the public about, or acting upon a matter over which the public body has jurisdiction or advisory power.</p> <p>Things not considered "a meeting": a chance meeting, a social meeting, email (as long as no decision is made), meeting with both legislative and executive bodies where no public funds are appropriated, or meeting for discussion to implement operational matters. For example, changing hours for county employees did not have to go through a public meeting because no funds were expended and it only involved county policy. Attendance at meetings can be by phone, computer, or other electronic means. Public must have a means to attend or participate, a location for the public to report to. Jeff- Our bylaws state that we have to have a quorum, physical presence. With nine people on the board there must be five people present. Gary- All those phoned in must have the ability to hear and be heard.</p> <p>Closed meetings can be held when discussing an individual, strategy sessions to discuss</p>	

collective bargaining, regarding security, investigative proceedings regarding criminal misconduct, discussing pending litigation, discussing the purchase of real property.

No meetings must be closed. In a closed meeting a quorum must be present, two-thirds of the body must vote to close the meeting. The body must first hold a public meeting with proper notice before entering the closed meeting. You must begin the public meeting and then close it. The body must publicly disclose the vote by name of each member towards closing the meeting, the reasons for holding a closed meeting, and the location of the closed meeting.

You may not approve any ordinance, regulation, rule, resolution, contract, or appointment in a closed meeting, or interview a person to fill an elected position, or take final action. Final votes must be open and on the record, all judicial decisions must be announced on the record. Filling an appointed position can be chosen in a closed meeting, even without an interview.

Must give written notice at the place where the meeting will be held. It has to be in one local general circulation newspaper, must be on the Utah Public Notice Website at least 24 hours prior to the meeting. Agenda should include all times with "reasonable specificity" with "public concerns" listed.

The law allows for emergency meetings if the best notice practicable is given and the minutes have to include the unforeseen circumstances that made the meeting necessary.

You have to keep written records of both open and closed meetings. A recording of both open and closed meetings can be kept, but the closed meeting recording is confidential and only released upon court order. All minutes must include date and time, place of the meeting, and members present. Open meeting minutes must include all matters proposed, discussed, or decided, all names and substance of information from individuals giving testimony, individual votes on each matter, any additional information requested by a member. Public concern comments need to state their name for the record. Unapproved public meeting written minutes have to be made available within 30 days and posted to the website within 3 days of approval. Minutes and recordings of closed meetings are not public record.

Violating the Open Meetings Act intentionally is guilty of a class B misdemeanor and 6 months in jail. A violation can be undone by discussing the voided action and taking a public vote in a subsequent meeting. Common violations are closing the meeting without first being in an open meeting and voting, conducting a closed meeting for reasons other than those discussed in the act, taking official or final action in a closed meeting, failing to properly provide notice or adequate notice of the public meeting. The county attorney, attorney general, or private citizen can enforce the act. In the case of a violation the party has 90 days to correct the violation, or 30 days if it involves bonds, notes, or debt.

If there are any questions, please call the county attorney office.

<p>Community Services update <i>Sherrie Ahlstrom</i></p>	<p>Health Promotion is hosting a suicide prevention event this Saturday morning at 5:30am, there will be a 5K and lantern release. There is a new suicide prevention billboard on 1-80 by Lake Point stating “with help comes hope” sponsored by our department. Working with the Tooele County Trails committee to get trail markers up at Bates Canyon, Deseret Peak, and Anaconda/Smelter Road. Live Fit is sponsoring the Tooele County Fair this summer to have healthier food options as part of the fair. Live Fit is also sponsoring the Summer Adventure for kids, adults, and seniors starting June 15th-August 15th with weekly challenges. There is more information on the Live Fit website. Wednesday was the senior walk at Skyline Park.</p>	
<p>Aging update <i>Sherrie Ahlstrom</i></p>	<p>Aging Services in Tooele County received an award two weeks ago at the state conference for teamwork and integrity and ability to take a program that was meeting minimum and has improved in the last three years to be leaders and trying new things. Myron- Include that in the commissioner’s bi-monthly newsletter. Sherrie- Every year in May an area plan has to be submitted to the state board of aging services to be approved onto the federal gaining. Three years ago no services were offered to the outlying areas, Vernon, Stockton, Rush Valley, Wendover, Ibapah. Since then there are three people on meals on wheels in Vernon which are provided by volunteers out there. Meals are being provided out in Stockton and Rush Valley by partnering with some of the home health agencies going out. We have a partnership with Walmart Distribution Center to start helping delivering the meals. Wendover is using a kitchen in the community center to host a dinner once a month averaging about ten people for seniors. Lucia, Wendover WIC program half- time employee is increasing her hours from ten hours a week to try and set up the senior program. Congregate meals this last year were 23,648 which equates to 837 people. Meals on wheels served 23,395 meals which equates to 214 people. The Older Americans Act requires people that are 60 years of age and older that are low income or minority is who we serve. We have 861 that are minority and 494 that are low income which shows that we’re reaching the people we’re supposed to. The Tooele senior center is having a Cinco De Mayo dinner tomorrow night at 4:00pm, both Grantsville and Tooele seniors are welcome, Casa Del Rey is catering.</p>	

Environmental
Health Update
Bryan Slade

The seating for customers at temporary booths is not allowed because of safety issues and public health reasons such as they're not required to have restrooms and hand-washing for patrons. One person keeps pushing the issue but after discussions with Tooele City who agrees with the health department, they do not want those tables and chairs. It decreases parking for other businesses and safety issues with children running around. Bryan suggests we leave the rule as it is and prohibit seating at temporary booths. No motion needed because it's already in the rule. Dennis- do the temporary booths lease the sites, or who gives permission for the sites. Bryan- the property owners give permission and are willing to give up parking which the city addresses. Mike addressed the Grantsville city council on the issue and the planning and zoning department does not want to take any action on it, they want to leave it to the landowners to address. Grantsville doesn't really see it as an issue as planning and zoning. Bryan- since it's in our rule we'll be enforcing it. We don't want to encourage people to linger at the booths.

Septic tank density study-we've met with the Stansbury Park Improvement District discussing issues about the groundwater and protection of their wells. There was an open public information meeting two nights ago that went very well. There were about 20 people in attendance, mostly developers and they understand the issue. No hard decisions or policies have been made regarding handling this in the future. We're getting mostly positive feedback or understanding of why this is being done. Jeff- We would like to propose to the board that we adopt a minimum lot size for conventional systems for future subdivisions after working on the wording. Bringing it to this board meeting and adopting it to policy would not look good since we're located in Wendover tonight. The next scheduled board of health meeting isn't until September, but maybe a special meeting could be held just for this new policy in conjunction with a public hearing. It's been a matter of educating the public that it's not a moratorium and that it's only on conventional systems, and it's only in Tooele Valley, not the whole county and that there is no permanent recommendation yet. Myron- the public tried to blame the problem on Anaconda, or animals but the staff did a good job. Jeff- septic tanks are a major contributor, no matter the percent, that's why we need to take action. Bryan- the presenters did a good job diffusing the concerns. Kathy- we should do a meeting as soon as the information is ready since the public has lots of concerns that need addressed quickly. Bryan- the consultants are in the middle of a master plan and then they can make better recommendations. Jeff- asked if any developers are waiting for decisions to be made. Bryan- we have smaller subdivisions or lots being split and we're still allowing that. It's the large subdivisions that are over three lots, but those take time to get going anyway. We should have a hard decision by the middle of summer, end of July, first of August. Jeff- the full septic study is available on the website.

<p>Seasonal Food Service Permit criteria and fee <i>Bryan Slade</i></p>	<p>Proposed fee and criteria for seasonal food service permits.</p> <ul style="list-style-type: none"> Seasonal food service establishment permits may be issued to vendors participating in more than ten events in Tooele County. The fee we're proposing is \$200, one-day temporary permits are \$20, so the less events the seasonal permit will not save them money. Kathy- What about the school serving concessions. Bryan- The schools are being permitted regular permits for their snack bars. Taylor has been permitting the schools and sports leagues. Seasonal food establishment permits will be valid from March 1st –November 30th of the calendar year. Most temporary events don't start until April. A schedule listing the dates and times of the events must be submitted to the department at the time of application. Any additions to the schedule must be submitted to the department at least 72 hours prior to the event, failure to do so may result in the exclusion of the establishment from the event. A seasonal food establishment permit will only be issued to vendors with a satisfactory history of food code compliance in Tooele County. We need to know what their truck is like, what their procedures are. We won't issue the permit until we know how they operate. Dennis- would previous one-day permit fees be credited towards the seasonal permit. Jeff- the fee covers the inspectors time to inspect, so multiple times requires multiple fees, so the seasonal fee would be separate. Mike- do the seasonal permit booths get inspected one time? Bryan- No, we may inspect it more than once depending on what events they attend. Sherrie- does a "satisfactory history" need a more defined definition? Bryan- it really just depends on the establishment. Some current food booths wanting this permit do not have a satisfactory record with the health department. And some violations are critical while others are not so critical. Time may not be used as a food safety control for food items. The food code allows restaurants to use time as a control (four hours out of temperature before discarding). Temporary Food booths don't usually keep good documentation on time. At least one person with a valid food handler's permit must be present at the establishment at all times. Food Handler permit must be available upon request by the local health authority. A proper handwashing station must be set-up and operational prior to and during any food preparation or food handling. Non-compliance with the food code or any of the stipulations listed above may result in immediate suspension of the seasonal food establishment permit. <p>Establish a fee of \$200.</p>	<p>Jeff Coombs recommended that we approve the criteria as policy for now and in the future after experience consider adopting it as rule.</p> <p>Kathy Taylor entertained a motion to make this a policy and a fee of \$200. Myron Bateman made a motion to approve the seasonal food establishment permit policy as presented with the \$200 fee. Dennis Rockwell seconded the motion, motion passed unanimously.</p>
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<p>Fee for temporary massage establishments <i>Bryan Slade</i></p>	<p>There are already massage establishment rules that require temporary booths to get a permit, no fee had been established yet. Proposed fee is \$15 per event fee to cover inspection. The fee for temporary body art booths is also \$15.</p>	<p>Kathy Taylor entertained a motion of \$15 per event. Mike Colson made a motion to adopt a \$15 per event fee for a temporary massage establishment. Devan Clevenger seconded the motion, motion passed unanimously.</p>
<p>Board Members Comments/ Concerns</p>	<p>Lynn asked about post rating for temporary booths online like we do other food establishments.</p> <p>David said the state code requires on public drinking water supplies is establishing a drinking water protection zone. Public water wells must be protected from upstream influent. Upstream septic systems could cause issues that make protecting water supply difficult. Bryan said this is the issue with Stansbury Park Improvement District having wells outside of their area. So expanding their sewer areas would help protect their wells.</p> <p>Dennis thanked the staff for being on top of things.</p> <p>Myron needs Left-hand Fork's chemical analysis for Robbie Robinson to take to his doctor because he thinks his ailments have come from the drinking water. Bryan said the city would have that information. Myron commended the staff for getting on top of the drinking water study.</p> <p>Kathy thinks we have the greatest staff there is and the best health department in the state.</p>	
<p>Adjourn</p>	<p>Chair, Kathy Taylor, moved to adjourn this meeting.</p>	<p>Myron motioned to adjourn. Dennis seconded, meeting adjourned.</p>