

TOOELE COUNTY BOARD OF HEALTH MEETING

September 26, 2017

151 N. Main Street Tooele, Utah

PRESENT:

Board: Kathy Taylor, Devan Clevenger (phone), Mark Whitney, Mike Colson, Commissioner Bateman, David Rupp

Absent: Dennis Rockwell, Lynn Falkner, Colleen Johnson

Staff: Jeff Coombs, Bryan Slade, Ericka Jordt, Wayne Lyman, Matt LaFrance, Sherrie Ahlstrom, Brad Gillies

Public: Mark Watson- Transcript Bulletin

TOPIC	DISCUSSION/FINDINGS	RECOMMENDATIONS/ ACTIONS
<p>Welcome- Information Item <i>Kathy Taylor</i></p> <p>Approve Minutes- Action Item <i>Kathy Taylor</i></p>	<p>Kathy called the meeting to order at 7:00 p.m. and welcomed everyone.</p> <p>Kathy entertained a motion to approve the May 18, 2017 minutes.</p>	<p>David Rupp made a motion to approve the May 18, 2017 minutes, Mark Whitney seconded, all were in favor, and the motion passed.</p>
<p>Health Officer's Report- <i>Jeff Coombs</i></p>	<p>Jeff shared that the health department has been actively involved in the Active Transportation Implementation Plan. The intent of the plan is to create the beginning of a safe, accessible, active transportation route for the community that can be expanded in the future. With one of the priorities of the Community Health Improvement Plan being healthy living, nutrition and physical activity it fits in well with this project. Also, this project ties in to some grants that TCHD has received from UDOH through the federal government for physical activity and healthy environment. A mid-year budget adjustment was done which resulted in \$300,000 in reserve funds in addition to funds provided by the Tooele County Roads Department to pay for three active transportation projects. The first phase of the plan named Smelter Pathway is now complete and ready for use. Another proposed segment of the plan is to close Rabbit Lane to general traffic and after repairs are made designate it as another section of the route. A public meeting will be held on Oct. 11th to discuss plans to create this pathway on Rabbit Lane. We have received positive feedback from the community as well as landowners and residents in this area. The master transportation plan identifies a route from Tooele City to</p>	

	<p>Lake Point going through Erda and Stansbury. A third segment of the plan is to pave the Mid Valley Trail. Jeff commended the Health Promotion staff for their hard work on this project, Brad thanked Mark Watson for the articles he has written on these projects in the Tooele Transcript Bulletin. Mark Whitney expressed interest in getting the route extended to Stockton. Jeff noted that the plan is to build the spine of the route and then hopefully in the future developers will tie into and expand the route.</p> <p>The health department has two open positions, a school nurse position (interviews will be held next week) and a half time WIC nurse position at the Wendover office (no one has applied so far). Sherrie has researched with the state and there are currently no registered nurses in Wendover, UT. Due to the difficulties in staffing this position, a secondary plan has been made to provide services to clients needing nutritional counseling because of their high-risk needs. A computer has been set up in the Wendover clinic with a HIPPA approved video conferencing program so they can meet with a nurse/dietitian here at the Tooele WIC office. Jeff and Sherrie met with the state WIC director to advise of the alternate plan. Several other rural locations in the state have also started using this same program to service some of their clients.</p> <p>The Emergency Preparedness staff have been working on Project Public Health Ready (PPHR) accreditation which is similar to the accreditation previously achieved by the health department but specific to emergency planning. Employees Matt LaFrance and Scott McKenzie have been working hard on updating our plans so we can apply for accreditation. We are working together on this with Salt Lake County and Davis County as cohorts. Our plan is currently being reviewed by a peer group before final submission. If our plan is approved by the state then all three health departments will be the first to become accredited in the state. Jeff commended staff for their hard work.</p> <p>Jeff gave an update on the Community Health Improvement Plan. There are currently 3 distinct groups set up with chairs or co-chairs on each group. Wayne Lyman is co-chairing a group focusing on suicide prevention, Amy is co-chairing a group focusing on nutrition and Hilary Makris is co-chairing on mental health and substance abuse issues. Once a report is compiled it will be presented to this board.</p>	
<p>Authorization for Health Officer to Sign Health &</p>	<p>Jeff noted that the health officer has always had the authority to sign contracts in behalf of the Health Department, but after researching nothing could be found in writing showing approval from this board that was included in our policy. Jeff presented a written policy</p>	<p>Mike Colson motioned to approve the Health Department Contracts policy as presented, David Rupp</p>

<p>Aging Contracts <i>Jeff Coombs</i> Action Item</p>	<p>named Health Department Contracts for the board to review that says that the Tooele County Board of Health authorizes the Executive Director of TCHD to negotiate, terminate, amend and sign contracts in behalf of the TCHD. Commissioner Bateman and Sherrie suggested amending the policy to include Aging Services as well. The policy was amended and presented again to the board. Commissioner Bateman voiced his support of this policy. David Rupp suggested codifying the policy and implementing it into the administrative rules, Jeff confirmed it will be included and codified in the TCHD Policy and Procedure manual under Section 3- Financial Operations. Kathy entertained a motion to approve the policy as presented.</p>	<p>seconded the motion, all were in favor and the motion passed.</p>
<p>Financial Report- Board Approval of FY2018 Budget <i>Brad Gillies</i> Action Item</p>	<p>Brad handed out the financial report reflecting revenues collected, and expenditures through the end of August 2017 which represents 67% of the budget year. Brad noted that revenues and expenses do not come in equally throughout each month of the year because contracts and grants begin and end at different times throughout the year. He stated that if this trend continues through the end of the year we should have some excess funds to add to our capital improvement fund balance like what was done with \$150,000 in excess funds from last year. The group was given a copy of the Proposed Budget for FY2018, this document was also sent electronically to the group to review before the meeting. Brad stated that these numbers are not final due to at this time we are unsure of changes in wages and benefits. As we get closer to getting an approved budget some of the numbers may be adjusted. The Mil Levy amount is proposed to remain the same as last year. We are aiming to keep our fund balance for next year at 1.5 million or higher, then any amount (up to \$150,000) over the 1.5 million fund balance will be added to the capital improvement fund. Jeff reviewed a handout showing a potential increase in total revenue and tax rate if the Commissioners feel it necessary to increase the Mil Levy to keep up with inflation. David asked if the funds used for the trail improvements was reflected in the report, Jeff replied no because the funds used for the trail improvements came from the current year's budget not the proposed budget for next year which is what the group was reviewing. Brad noted that the 2018 proposed budget does not include any funds to be used for future trail improvements. Jeff added that if there is cost savings mid-year and we are able to maintain under budget then we may propose to the Commissioner's for a mid-year budget adjustment which may allow for some additional funds to use for the trails. Jeff noted that the long-term goal is for the county to establish a viable way to sustain and continue to develop the trail system without future funding from the health dept. Commissioner Bateman suggested a way to sustain the trail system would be to use a portion of the Prop 1 gas tax dollars collected towards the trail system. He is working on creating a resolution that will designate 25% of the tax</p>	<p>Mark Whitney motioned to approve the proposed budget as presented for Tooele County Health Dept. FY2018 with an amendment that for future proposed budgets the Business Manager will include a narrative along with the proposed budget documents so board members can review before voting, Mike Colson seconded the motion, all were in favor and the motion passed.</p>

	<p>dollars collected from this tax to be used for maintenance of the trails and the other 75% would go to the roads department. This resolution is similar to what Davis County has done. Brad noted that the proposed 2018 numbers are very similar in comparison to the 2017 budget including expenses, revenue and net and there are no significant expected changes to our contract amounts for next year. David asked that due to the complexity of the subject he feels more time is needed to digest the information before he feels comfortable voting, he would like to have the same narrative that is presented at this meeting included with the documents that are sent to review before the meeting. Jeff noted they are under a time constraint to collect the necessary data to use to create the budget which then has to be presented to the Commissioner's shortly after presenting to this board. Jeff also stated that this board isn't voting to approve the proposed budget as presented but is ultimately voting to approve whether or not they recommend presenting the budget as proposed to the County Commissioners, the Commissioners will then vote whether or not to approve the final budget. Jeff suggested to hold a board meeting in July to have an additional opportunity to discuss the budget. The group agreed it is hard to meet during summer months. Mark feels comfortable in voting to approve what is presented because he knows that the Commissioners will thoroughly review it and work with the health department on the details before approving. David feels like the Commissioners take this boards' vote as a level of assurance. Mark suggested that for future proposed budgets, a narrative and comments be included with the proposed documents. Kathy suggested that Brad send a summary of what the numbers are looking like a couple of months before the meeting in which a vote is held, then at the meeting present with more up to date numbers before holding a vote to approve.</p>	
<p>Aging Services Update- <i>Sherrie Ahlstrom</i> Information Item</p>	<p>Sherrie noted that the senior centers have been busy with several different activities and outings. The number of activities and outings at the senior centers has increased and the seniors have really enjoyed them.</p> <p>She invited the group to attend the Senior Expo on Oct. 7th from 10am to 1pm at the Tooele Technical College. Ericka will email the flyer about the expo to the group. This is the fourth year the expo has been held, this year there are about 60 vendors participating. The expo will offer free health screenings, caregiver presentations, document shredding, flu shots, crafts, prescription drug drop off and other services.</p> <p>The satellite Social Security video conferencing service at the Tooele Senior Center is still going very well, it is well attended every month.</p>	

	<p>A Falls Prevention event was held last Friday at the Tooele Senior Center, it was very successful and well attended. Another Stepping On class that helps increase balance and strength will start on Oct. 6th and continue every Friday for seven weeks. Sherrie noted that the state is in the process of creating a centralized webpage that will contain resources for those who have fallen or are at risk for falling.</p> <p>A Caregiver lunch and learn series will begin on Oct. 13th, this series is to provide caregivers with tools, support and resources.</p> <p>The transportation program continues to be busy providing rides throughout the county and in to Salt Lake.</p> <p>Two volunteers Frank Reed, and Marie Jobs are being recognized by AARP tonight for their service. Over the past couple of years there has been a noticeable, significant increase in the number of seniors participating in different projects to give back to the community such as donating money to the Back to School Closet for kids, knitting over 350 hats, baby quilts etc.</p> <p>The Wendover center continues to host a monthly dinner although attendance has not grown as hoped, about 10 seniors attend each month.</p> <p>Open enrollment begins Oct. 15th for Medicare, there has been an increase in the number of seniors coming in for the Senior Health Insurance Information Program assistance.</p>	
<p>Family & School Health Update- <i>Wayne Lyman</i> Information Item</p>	<p>Wayne reported that flu shots are available without an appointment Monday – Thursday from 8am to 6pm and Fridays 8am to noon. Flu mist is not being produced or offered this year. Wayne handed out a calendar showing the dates and locations for the school flu clinics which begin October 16th and end Nov 2nd. He also handed out a calendar showing dates and locations of local businesses where TCHD will be offering flu shots.</p> <p>Wayne reported that local insurance company Molina Healthcare is pulling out of Utah’s Affordable Care Act marketplace. Molina had served about 70,000 Utah customers. Seventy percent of the uninsured people in Utah had signed up for this insurance which will end at the end of this year. We may see an increase in the number of people needing assistance choosing a new health plan. Employee Kindra Valerio- health plan representative works with the state and Medicaid providers to assist with claims, sets up physicians and dentists in the county to accept Medicaid will need to go out and help these people get enrolled in a</p>	

	<p>new insurance. We just found out today that University of Utah is expanding their insurance service to Tooele County which means this will be an option for them to enroll in since Utah did not accept the Medicaid expansion.</p> <p>Wayne reported that there was a foodborne illness outbreak that happened at a wedding in Tooele on Aug. 25th. An investigation was done and it was determined that the pork prepared by a local caterer that was served to wedding guests contained a bacterium called Clostridium perfringens. About 150 individuals reported the illness. A food sample was sent to the lab for testing, guests were contacted and a food history was obtained, an inspection of the facility where the meal was prepared was completed, the USDA inspected Soelberg's which is where the pork was purchased from. TCHD staff met as an EPI coordination group and collectively is finishing up an after-action report.</p>	
<p>PTO & Novatime Update- <i>Sherrie Ahlstrom</i> Information Item</p>	<p>Sherrie reported that all employees are now on the traditional annual and sick leave program or have switched to the new PTO program. The school nurses have just recently completed the switch. The new timekeeping system is going really well, employees have done a great job learning how to use the new system.</p>	
<p>Environmental Health Update- Lead in water testing at schools <i>Bryan Slade</i> Information Item</p>	<p>Bryan reported that this summer Governor Herbert put out a request strongly encouraging all school districts to test every school in their district for lead levels in their drinking water. Tooele County School District sampled all 25 schools. As of now we have received sample results back for 21 out of 25 schools tested, so far none have exceeded the EPA maximum contaminant level. The results for the other 4 schools should be received any day. Each school had two samples taken, one from a drinking fountain and one from the kitchen sink. Bryan handed out a report showing the individual result for each school.</p>	
<p>Adopt amendment to Reg. #12 Wastewater Disposal-Minimum lot sizes for subdivisions served by conventional septic systems in</p>	<p>Bryan reported that at the recommendation of this board at the May 18, 2017 meeting, a thirty-day written comment period and public hearing was held to accept comments from the public on the proposed changes to Reg. #12 Wastewater Disposal adding section 3.2 that states: For new subdivisions in the Tooele Valley proposing to use conventional septic systems for wastewater disposal, all lots within the proposed subdivision must be a minimum of 5 acres in size. Bryan handed out and read the summary of the individual comments received and a seven-page letter written by Eric Bjorklund of Alpine Academy in Erda and the health departments written response to those comments. After considering the</p>	<p>Commissioner Bateman motioned to approve the proposed language change to section 3.2 to include the unincorporated areas of the Tooele Valley, Mark Whitney seconded the motion, all were in favor and the motion passed.</p>

<p>Tooele Valley- Bryan Slade Action Item</p>	<p>comments, section 3.2 was changed to reflect: For new subdivisions in the unincorporated areas of the Tooele Valley proposing to use conventional septic systems for wastewater disposal, all lots within the proposed subdivision must be a minimum of 5 acres in size. The “unincorporated areas of the Tooele Valley” are defined by a southern boundary of Tooele City and Tooele Army Depot, a western boundary of Grantsville City, a northern boundary of the area north of Stansbury Park and the Oquirrh Mountain range as the eastern boundary. Bryan advised that the term “conventional septic system” is defined in the state rule. Jeff and Bryan confirmed that alternative systems are not included in this restriction. They also confirmed that this change would not affect any subdivision that will be serviced by a community wastewater disposal system. Bryan advised that the Septic System Density Study was presented to the Tooele County Planning Commission on May 3, 2017. Jeff presented the public comments to the group Hansen & Allen & Luce who did the septic system density study and they advised that their recommendation of minimum 5 acre lots is based on scientific study. Jeff also noted that state law allows health departments to determine minimum lot size served by conventional septic systems based on solid science which is what the septic system density study is. The group discussed the importance of protecting the groundwater and public health. Kathy expressed her support and recommended approving the regulation change while acknowledging that significant time and research was done before deciding on the minimum lot size requirement. Jeff expressed that his staff has done a great job vetting this information with the community, developers, commissioners, the state and DEQ. Kathy entertained a motion to approve the proposed changes.</p>	
<p>Board Members Comments/ Concerns</p>	<p>Mark thanked the staff for doing a great job overall as well as the work done towards protecting the groundwater. Mark is looking forward to receiving a narrative of the proposed budget to review before voting for the proposed budget for 2019. David thanked staff and appreciates the board and staff not taking the position of crisis mode before doing anything. He commends the action being taken now to avoid crisis mode later. Mike is excited to see the trail systems taking place, he appreciates the initiative taken on the groundwater study and if in the future the area needs to include Grantsville he will support it. Commissioner Bateman suggested that Jeff and Bryan be included in a meeting with Joe White and SPID in regard to developing 1 acre lots to the east and sewer collection lines. He also commended Mark and Jeff for their contribution of grant money to the West Erda Improvement District water system, they both serve on state Drinking Water Board.</p>	

	<p>Commissioner Bateman would like to see 25% of the Proposition 1 money to be dedicated towards maintaining current trails and the building of new trails.</p> <p>Kathy thanked employees for their hard work, including school nurses.</p> <p>Devan feels staff is doing a great job and commends their work on the septic system regulation.</p>	
Adjourn	<p>Devan motioned to adjourn, Commissioner Bateman seconded the motion, all were in favor.</p> <p>The next meeting will be held on November 28, 2017 in Tooele.</p>	<p>Chair, Kathy Taylor, adjourned the meeting at 9:04 pm.</p>

Attachments: Financial Report Ended Aug. 31, 2017, Proposed Budget FY2018, Regulation #12 Wastewater Disposal, Tooele County School District Lead in Water, Health Department Contracts Policy