

**TOOELE COUNTY BOARD OF HEALTH MEETING**

July 30, 2024

151 N. Main Street Tooele, Utah 84074

<https://us06web.zoom.us/j/89000597140?pwd=2mV2iOa53GcrJo9oJoPjCFJnWbdnLt.1>

**PRESENT:**

Board: Neil Critchlow, Anthony Howes, Mat Jackson (virtual), Pam Bennett (virtual), Christian Pantelakis, Erik Stromberg, Nando Meli, Linda McBeth, Mike Wells

Absent: none

Staff: Jeff Coombs, Jamie Zwerin, Ericka Jordt, Bryan Slade, Tracy Beckett, Peter Clegg

Public: None

TOPIC	DISCUSSION/FINDINGS	RECOMMENDATIONS/ ACTIONS
Welcome- Chair	Anthony called the meeting to order at 6:30p.m. and welcomed everyone. Roll call was taken. Board members and staff introduced themselves.	
Approve May 2, 2024. Meeting Minutes	Anthony entertained a motion to approve the March 27,2024 meeting minutes.	Neil made a motion to approve the May 2, 2024 meeting minutes, Christian seconded the motion, all voted in favor, motion approved.
Board Member Assignment Reports Appoint new UALBOH Representative	There were no assignment reports given. Anthony asked if any board members would want to take over as the UALBOH Representative that Linda has filled for the last several years. Linda noted most meetings are held virtually. There were no volunteers, so Anthony stated he would represent this board.	

(Information Item)		
<p>Health Officer's Report (Information Item)</p> <p>Jeff Coombs</p>	<p>Jeff reported that Brad Gillies retired at the end of May, since then Tracy Beckett has taken over as the Business Manager for both Health &amp; Aging Services. Ryan Brady was hired as our Financial Specialist. Both Tracy and Ryan have done well in these new positions.</p> <p>Jeff noted that it is coming time to renew contracts through both state and federal agencies. He spoke about the DEQ Governance Board he currently serves on and explained it was created to vote on legislative changes and to approve contracts. He talked about some changes that came up last year in regard to some reporting requests that fall outside of the DEQ requirements which has led to some disagreement on reporting with the EPA. He added that the contract has been signed already for this year, but this board may be asked to report on their position as a local board of health to Senator Sandall.</p> <p>Jeff and Jamie recently attended a conference for <a href="#">The National Association of County and City Health Officials (NACCHO)</a>. They attended sessions on AI and Data Modernization. The question isn't if it's coming to us but when it does how do we use it ethically? Erik explained it is like someone having a bachelor's degree but with no experience. While some agencies have refused to use it, we feel like a policy needs to be developed to guide us how to use it safely and correctly. There needs to be guidelines to ensure we are keeping data private. AI can be helpful when writing for grants, resumes, policies, mission statements, job postings etc. There is two different ways to use this one being an open AI which should be used for generic requests then you could personalize it afterwards with your entity's specifics; the other option is using a secure source which is more expensive but will keep your information safe.</p>	
<p>Staffing Update (Information Item)</p> <p>Jamie Zwerin</p>	<p>Jamie gave a staffing update since the last meeting. Jamie shared that Tracy Beckett has done an incredible job taking over the managing of finances for the Health Department in addition to Aging Services. Ryan Brady, who is the new Financial Specialist, is doing a great job in his new role. Ryan is also in the process of getting his bachelor's degree. Peter Clegg accepted the position of Human Services Director; Kevin Neff will fill Peter's</p>	

	<p>position as Prevention Services Coordinator and Kevin’s position of Health Strategist is currently open. David Bruce was hired as a Micro Transit Driver.</p>	
<p>Financial Update</p> <p>Financial Report (Action Item)</p> <p>Tracy Beckett</p>	<p>Tracy summarized the Financial Report- Ended June 30, 2024 (50% of year). She explained that May and June are not included in the operating revenue percentage. Tracy noted that our budget does not come strictly from taxes but from a combination of grants, contracts and other revenue. She explained what is being paid for with taxes versus what is being paid for with contract and grant money. Jeff noted that the county contribution of \$545,000 is used as our in-kind match for our grants, the funds are paid back for the rent of our building.</p> <p>Revenue-Operating revenue was about \$2.1 million as of the end of June, or about 42% of the budget for the year. Our state contracts and grants are behind a little as payments come through after month end, so those should be in good shape as payments are received. Our fees for services are at 49% for the year, or \$655,000, and some fees are paid seasonally so will still be coming.</p> <p>Expenses-Operating expenses were about \$3.4 million or about 43% of the annual budget. Almost all departments are under budget.</p> <p>Net Operating-Net operating shortfall for the six months was about \$1.3 million, or about 45% of what was budgeted for the year. This shortfall is covered by the other budgeted sources including a County contribution of about \$455,000 for the year and about \$1,300,000 from the health tax levy. The 2024 budget also includes about \$1,000,000 to be used, if necessary, from the Department’s accumulated fund balance.</p>	<p>Christian made a motion to accept the Financial Report Ended June 30, 2024 as presented, Mike seconded the motion, all voted in favor, motion passed.</p>
<p>Environmental Health Update</p> <p>Proposal to Increase Food Establishment and Onsite Wastewater Fees (Action Items)</p>	<p>Bryan reported that TCHD has not raised food service permit fees since at least 2011. He completed a comparison of other local health districts and found that our fees come in on the lower end across the state. Bryan gave the group a list of proposed fee increases. The proposed fee increases will put us more in line with other jurisdictions similar in size to us. Jeff explained that the fees collected through our food service program do not fully cover the program, the county subsidizes what the fees collected don’t cover through the health levy and we receive a small portion of funding from the state.</p> <p>Staff have found that they are spending a significant amount of time reviewing plan reviews</p>	<p>Nando motioned to approve the requested food service and septic system permit fees as presented, Christian seconded the motion, all voted in favor, motion approved.</p>

<p>Bryan Slade</p>	<p>and doing inspections for new mobile food trucks/carts. Sometimes it takes several inspections before they have met all the required food codes. Requested fee increase to \$150, currently at \$50 for mobile plan reviews.</p> <p>The state wants all health departments to charge the same amount for mobile food business permit fees. This fee mandate will go into effect January 1, 2025. New fees will be \$350 for tier 1 and \$500 for tier 2.</p> <p>Bryan explained the different categories of food establishments (restaurants) and the requested fee increase for each one.</p> <p>Category 1 increase to \$150  Category 2 increase to \$250  Category 3 increase to \$375  Category 4 increase to \$450</p> <p>Bryan and Jeff explained the difference between cottage kitchen permits, microenterprise permits, bake sales, temporary event food booth permits.</p> <p>Bryan noticed that the language for microenterprise permit fees that was approved back in March was not included in the rule. The group agreed that to add that language to the rule it would need to be added as an action item on the next meetings agenda.</p> <p>When Bryan compared the fees TCHD charges for septic systems; we charge the lowest fees in the state. Request to increase the current fee of \$350 to \$400.</p>	
<p>Prevention Services Program Update  Introduction of new Prevention Services Director  (Information Item)  Peter Clegg</p>	<p>Peter has accepted the position as Human Services Director previously filled by Gary Dalton. Peter gave an overview of programs that fall under Human Services: mental health services, substance use disorder services and prevention services. A substantial role of this position is to provide funds to operate prevention service programs, mental health, substance abuse disorders, etc. through social services block grant programs. Tooele County has contracted with Optum/ Behavioral Health who has created a network of providers for early intervention and recovery services including for those covered by Medicaid or underinsured. Those who are pregnant or postpartum and those recently released from jail also can receive assistance. Switchpoint also falls under Human Services; they are contracted to oversee our food bank, resource center, domestic violence shelter and rapid</p>	

	rehousing program. He added that Pam Bennett is a great resource and partner for our community.	
Board Member Comments and/or Concerns	Mike thanked Jeff, the Health Dept. and staff for the work they do.	
Public Comments	No comments were given.	
Meeting Adjourn	Anthony entertained a motion to adjourn the meeting at 7:39.	Christian made a motion to adjourn, and Nando seconded the motion.

Attachments: Financial Report Six Months Ended June 30, 2024, Proposed EH Fee Increases