

TOOELE COUNTY BOARD OF HEALTH MEETING

November 26, 2024

151 N. Main Street Tooele, Utah 84074

<https://us06web.zoom.us/j/81134607646?pwd=ZxjXv1eQabIgLyRVb2b5tOck6kQn3r.1>

PRESENT:

Board: Mat Jackson, Christian Pantelakis, Nando Meli, Linda McBeth, Mike Wells, Eric Stromberg

Absent: Pam Bennett, Neil Critchlow, Anthony Howes

Staff: Jeff Coombs, Jamie Zwerin, Ericka Jordt, Bryan Slade, Tracy Beckett, Mamadou Tounkara

Public: Oceane Olsen, Sephora Giraud-Carrier, Kendall Thomas

TOPIC	DISCUSSION/FINDINGS	RECOMMENDATIONS/ ACTIONS
Welcome- Chair <i>Mat Jackson</i>	Mat called the meeting to order at 6:30 p.m. and welcomed everyone. Roll call was taken. Board members and staff introduced themselves. Mat entertained a motion to move agenda item #6 to #1 then followed by #7 and #8 then go to item #5 while a quorum is present as	Nando motioned to move agenda item #6 to #1 then followed by #7 and #8 then move to item #5, Linda seconded the motion, all voted in favor and the motion passed.
Closed Session Discussion on Local Health Officer Applicants <i>Mat Jackson</i>	Mat entertained a motion to close the session for a discussion on Local Health Officer applicants.	Mike made a motion to close the session to discuss the applicants for the Local Health Officer position, Christian seconded the motion, all voted in favor.
End Closed Session <i>Mat Jackson</i>		Christian made a motion to end the closed session, Mike seconded the motion, all voted in favor.

<p>Appointment of New Local Health Officer, Starting Date, Recommended Compensation (Action Item)</p> <p><i>Mat Jackson</i></p>	<p>Mat entertained a motion to appoint the applicant selected by the board to fill the Local Health Officer position, Grant Sunada.</p>	<p>Christian motioned to appoint Grant Sunada as the Local Health Officer for Tooele County Health Department, starting Dec. 26, 2024, Nando seconded the motion, all voted in favor motion passed.</p>
<p>Financial Report Budget Report (Action Item) Status on County Council 2025 Budget Approval (Information Item)</p> <p>Tracy Beckett</p>	<p>Tracy presented the Financial Report Ten Months ended Oct. 31, 2024 (84% of year). Tracy noted that all departments are under budget. The amount received from the tax levy will increase as people start paying their property taxes.</p> <p>Revenue- Operating revenue was about \$3,800,000 or about 70% of the annual budget. Payments for State contracts and grants were about \$2,600,000 or about 71% of the budget. Reimbursements from the State for October have not been received yet. Fees for services were about \$1,245,000 or about 69% of budget. Immunization fees are seasonal and will have a big jump for the next reporting month.</p> <p>Expenses- Operating expenses were about \$6,000,000 or about 72% of budget. All departments are operating under or near budget.</p> <p>NET- Net operating shortfall was about \$2,100,000, or about 74% of what was budgeted for the year. Any shortfall will be covered by other budgeted sources including a county contribution of about \$455,000 which is received monthly and about \$1,270,000 from the Health tax levy, most of which will be received in December. About \$1,011,000 has also been budgeted to be used, if necessary, from the Department’s accumulated fund balance.</p> <p>Linda had questions about the actual vs. budgeted of the beginning of the fund balance. Jeff explained that COVID funds meant we did not need to use reserve funds; he added we need to start bringing that balance down. Jeff shared that an ideal amount is about 50% of the annual operating budget. He added that funding that comes from contracts and grants from state and federal funds could end at any time so our reserve funds can be used if this was to happen. Jeff explained what services WIC provides and that the program is 100% federally</p>	<p>Nando motioned to accept the Financial Report as presented and the Budget Increase for Immunizations, Mike seconded the motion, all voted in favor, motion passed.</p>

	<p>funded.</p> <p>Tracy explained that due to having to purchase COVID vaccine, which was previously supplied to us at no cost a request was made to the County in October to do a budget increase of \$450,000 for vaccine procurement, offset by a corresponding \$450,000 increase in revenue from payments made by customers or their insurance providers. The County Council has already approved this request. She added that the amount has already been built into next year's budget.</p>	
<p>Health Officer Report (Information Item)</p> <p><i>Jeff Coombs</i></p>	<p>Jeff announced his last day as Dec. 27th, 2024. He thanked those he has worked with as well as the members of the Board of Health throughout the years. He thanked the group for their dedication to serving our community. He also announced that Bryan Slade, Environmental Health Director is retiring, and his last day is Jan. 24, 2025. Mike thanked Jeff for his years of service and for getting our community through COVID. Linda thanked Jeff and Bryan for their years of service.</p>	
<p>Approve September 24, 2024. Meeting Minutes (Action Item)</p> <p><i>Mat Jackson</i></p>	<p>Mat entertained a motion to approve the September 24, 2024 meeting minutes.</p>	<p>Nando made a motion to approve the September 24, 2024 meeting minutes; Christian seconded the motion, all voted in favor, motion was approved.</p>
<p>Staffing Update (Information Item)</p> <p><i>Jamie Zwerin</i></p>	<p>Jamie gave a staffing update since the last meeting. Ariel Estrada was hired as a Food Prep Worker, and a Meals on Wheels Driver was hired. Ariel Lund's last day is today, so a job posting will be open to hire a replacement for the dental clinic assistant. The job posting for an Environmental Health Director will open at the beginning of January.</p>	
<p>Board Member Assignment Reports (Information Item)</p> <p><i>Mat Jackson</i></p>	<p>No discussion.</p>	

Board Member Comments and/or Concerns	The group took the opportunity to recognize Jeff and Bryan for their years of service.	
Public Comments and/or Concerns	Kendall Thomas thanked Jeff and Bryan for their work, leadership, and friendship.	
Meeting Adjourn	Mat entertained a motion to adjourn the meeting at 7:25.	Christian motioned to adjourn; Linda seconded the motion, all were in favor.

Attachments: TCHD Proposed Actual vs. Budget Ten Months Ended Oct. 31, 2024, Financial Report Ten Months Ended Oct. 31, 2024, 2024 Budget Adjustment Increase for Immunizations