

**TOOELE COUNTY BOARD OF HEALTH MEETING**

March 25, 2025

151 N. Main Street Tooele, Utah 84074

**PRESENT:**

Board: Mat Jackson, Linda McBeth, Mike Wells, Anthony Howes, Erik Stromberg, Jolene Jenkins

Absent: Christian Pantelakis, Nando Meli

Staff: Grant Sunada, Jamie Zwerin, Ericka Jordt, Taylor Palmer, Tracy Beckett, Jamie Andersen

Public:

TOPIC	DISCUSSION/FINDINGS	RECOMMENDATIONS/ ACTIONS
<p>Welcome</p> <p>Approve January 28, 2025, Meeting Minutes</p> <p>Installation of Board Member, Jolene Jenkins, Grantsville City (Action Item)</p> <p><i>Mat Jackson</i></p>	<p>Mat called the meeting to order at 6:33 p.m. and welcomed everyone. Roll call was taken. Board members and staff introduced themselves.</p> <p>Mat entertained a motion to approve January 28, 2025, Meeting Minutes.</p> <p>Jolene Jenkins took the Oath of Office as a newly installed board member replacing Neil Critchlow representing Grantsville City.</p>	<p>Mike made a motion to approve the minutes as presented, Anthony seconded the motion, all voted in favor.</p>
<p>Board Member Assignment Reports</p> <p><i>Mat Jackson</i></p>	<p>Mat asked the group to share any updates on their assignments.</p>	<p>Anthony recommended attending the UALBOH Symposium April 8-9 at Thanksgiving Point. Ericka will send the registration information. No other updates</p>

		were given.
<p>Health Officer's Report Measles Update Upcoming Events (Information Items)</p> <p><i>Grant Sunada</i></p>	<p>Grant spoke of some previous teaching experiences he has had. He shared a book with the group called The Freedom Writers Diary and how it related to Anne Frank, he also shared this story with health department staff. He gave an update on department highlights including reviewing population health data reports to ensure that data is timely, easy to understand and act on. Amy Hoftiezer has started a new program at the senior centers call Wisdom Wednesday. Grant has been meeting one-on-one with new employees to learn how they can contribute to our mission and vision and learn their sense of purpose. Health Promotion and Prevention Services staff focus on evidence-based marketing campaigns that help improve health behaviors. Grant and the supervisors have been participating in a book club with the first book being The 4 Stages of Psychological Safety by Timothy Clark.</p> <p>Grant shared that there are currently no confirmed measles cases in Tooele County or in the state. He shared the following links with more information: <a href="https://epi.utah.gov/measles-response/">https://epi.utah.gov/measles-response/</a> , <a href="https://www.cdc.gov/measles/data-research/index.html">https://www.cdc.gov/measles/data-research/index.html</a> . Grant explained the importance of receiving the vaccine, the recommended dosing schedule and the efficacy of the vaccine. Of the 378 cases 64 or 17% have been hospitalized and there has been 1 confirmed death and 1 death being investigated. Recently a staff tabletop exercise was held here on measles, Jeffery Eason Director of Communicable Disease with DHHS attended. The group discussed what our plan and roles would look like in the event of an outbreak.</p>	
<p>Environmental Health Update</p>	<p>Taylor presented a Fee Schedule with proposed increases to several fees. He presented how much staff time it takes to complete each service and how our cost compares to other health departments. Tracy also explained that the Division of Environmental Quality is not providing as much funding as in years past. Mat explained that we are not trying to make a profit but charge enough to cover our costs. Erik suggested reviewing fees more frequently, which could mean more frequent increases but smaller increases. Grant explained they figure fees based on average travel costs in San Juan. Grant shared that Southeast Utah Health Department raises fees each year by a set percentage unless their Board votes not to increase. Taylor was asked about charging an average fee or a higher fee according to the distance needed to travel to do the samples/inspections. Taylor and Grant agreed they do not want to punish those who live in more rural areas of the county. Grant added that we can try to anticipate new developments in specific areas. Taylor is looking into getting an in-house</p>	

<p>Proposed Discontinuation of Asbestos Sampling and Inspections</p>	<p>lab set up for water samples, this will save time by eliminating the need for staff to have to drive the samples to a lab in Salt Lake.</p> <p>Taylor proposed ending offering testing for asbestos. He explained this service is available through private companies, no other health departments in the state offer this service and the training and certification is costly and time-consuming for the 1-2 requests they receive each year.</p>	<p>Linda made a motion to discontinue testing for asbestos, Anthony seconded the motion, all voted in favor. Jolene asked that a list of companies that do offer asbestos testing be added to the Health Dept. website.</p>
<p>Proposed Fee Increase Chemically Contaminated Property Sampling</p>	<p>Proposed changes to the following fees:  Chemically Contaminated property sampling fee- currently \$150, proposed \$175 and rush fee currently \$185, proposed \$225. Although there are private companies that offer this testing Taylor was unsure of what they charge. Several websites offer to provide a bid but do not list a price. Erik voiced concern of not wanting to set our price to where it is competing with private companies. Linda recommended tabling this proposed fee increase until we more information can be provided on pricing. Mike felt it provides a service so we should continue to offer it.</p>	<p>Linda motioned to table the proposal to increase the chemically contaminated property sampling fee until more information on pricing can be provided at the next meeting, Mike seconded the motion, all voted in favor.</p>
<p>Proposed Fee Increase Replacement Wastewater Permit</p>	<p>Replacement Wastewater Permit fee- currently \$100, proposed \$150. Jolene noted a new ordinance recently was enacted in Grantsville that if a septic system fails the homeowner is then required to hook on the city sewer line. Taylor advised that Grantsville City will need to communicate with the Health Dept. where new sewer lines have been installed so they know if a replacement septic permit could be issued or if they need to connect to the sewer line. Taylor answered questions about signs of a failing septic, how to maintain a septic system, and if maintenance information is provided with new septic system installations.</p>	<p>Erik motioned to approve the proposed increase to the Replacement Wastewater Permit fee, Jolene seconded the motion, all voted in favor.</p>
<p>Proposal for Name Change on Water Sample</p>	<p>Proposal to rename the fee name from bacteriological to custom water sample. This change will include any other type of sample taken like turbidity, arsenic etc. Taylor explained that changing the name to custom water sample will cover any type of water sample they take, and the employee's time to collect the sample.</p>	
<p>Proposed Fee Increase New Well Test Full Chemical</p>		

<p>Analysis Proposed Fee Increase Individual Well Permit  (Action Items) <i>Taylor Palmer</i></p>	<p>Full Chemical Analysis fee- currently \$335, proposed \$350. Taylor explained the requested increase is to cover our costs.  Individual Well Permit fee- currently \$60, proposed \$150. Taylor explained the requested increase is to cover our costs.</p>	<p>Erik motioned to approve the proposed increase to the Full Chemical Analysis fee, Jolene seconded the motion, all voted in favor.  Erik motioned to approve the proposed increase to the Individual Well Permit fee, Jolene seconded the motion, all voted in favor.</p>
<p>Staffing Update (Information Item)  <i>Jamie Zwerin</i></p>	<p>Jamie announced that Belinda Singleton has been hired as a Finance Specialist to assist Tracy Beckett. Angelin Manczko has been hired as an Environmental Health Scientist to fill the vacancy created when Taylor Palmer was selected as the new Environmental Health Director. Prevention Services received a grant so they will be hiring an additional staff member. An additional driver position for the micro-transit program has opened and two replacement positions for UTA drivers have recently opened.</p>	
<p>Health Promotion Update Communication Strategy Workgroup Update (Information Item)  <i>Jamie Andersen</i></p>	<p>Jamie and several other staff members created a Communication Strategy Workgroup. This was done at the suggestion of several board members at the last meeting to focus on how we can be more intentional with our communications and our ability to reach intended audiences. Jamie shared a Communications Matrix that she created and explained the goal is to fill in the matrix starting with the framework to increase communication efficiency. Mike commended the group for being proactive. Jamie thanked the board for their comments at the last meeting that helped develop this workgroup.  A list of upcoming events was shared with the group, this list can also be found on the calendar at the bottom of the <a href="http://health.tooeleco.gov">health.tooeleco.gov</a> website.</p>	
<p>Financial Update Financial Reports  (Action Item)</p>	<p>Tracy presented Financial Report Two months ended February 28, 2025.  Revenue: Tracy noted that the revenue total is not reflective of January's payment since it wasn't received until March along with February's payment.</p>	<p>Mike motioned to accept the Financial Report Twelve Months Ended December 31, 2024 Final and the Financial Report Two Months Ended February 28, 2025</p>

<p>Tracy Beckett</p>	<p>Expenses: All departments are under budget for the first two months of the year except for Health Promotion, they are over budget because of a pass-through grant that they pay in January for their EMOD grant, it is for the whole year but paid in January. So far there have not been any unexpected expenses.</p> <p>Tracy presented the Financial Report Twelve Months Ended December 31, 2024 (100% of year) FINAL for 2024.</p> <p>Revenue: Contracts and grant payments received came in just higher than budgeted at 100.4%. Fees collected for services came in slightly less than budgeted at 92.9%. For our other revenues, the interest income was higher than budgeted for, as well as the tax levy. We did not use any of our fund balance for 2024, as our expenses were less than our revenues.</p> <p>Expenses: All departments finished the year under budget. The total expenditures for the year for the Health Department is about \$7.5 million dollars, or 88.8% of projected expenses.</p> <p>Net: After receiving the final payments from our grants that we were expecting, our revenues for the year are \$35, 339 higher than our expenses, without needing to use any of our fund balance.</p> <p>Tracy confirmed for Linda that we no longer receive funding for COVID. Mike thanked Tracy for taking on additional responsibilities.</p> <p>Matt entertained a motion to approve the financial reports as presented.</p>	<p>as presented Anthony seconded the motion, all voted in favor, motion passed.</p>
<p>Board Member Comments and/or Concerns</p>	<p>Mat expressed his appreciation to the health department staff for their continued progress despite many recent changes in staff and board members, Mike seconded Mat's sentiments. Anthony spoke of a press release citing Utah as the first state in the nation to test 100% of its K-12 schools for lead contamination in drinking water. Mat noted that the Tooele County School District is working on a couple of remediation projects for this. Jamie Z. shared that Pam Bennett recently resigned from the board, and she asked Jamie to relay her appreciation to the board for her opportunity to serve. Ericka needs to know who will be</p>	<p>Members were asked to respond to Ericka if they are attending the May 1<sup>st</sup> meeting in Wendover.</p>

	attending the May 1 <sup>st</sup> meeting in Wendover so she can plan.	
Public Comments and/or Concerns	No comments were made.	
Meeting Adjourn	Mat entertained a motion to adjourn the meeting at 7:46.	Erik motioned to adjourn, and Linda seconded the motion; all were in favor.

Attachments: Financial Report, Communications Matrix, April Health Dept. Events Calendar, Director's Report February-March 2025, Proposed 3/2025 Changes Environmental Health Fee Schedule, 2025 Environmental Health Fees