

## Salt Lake County Records Management & Archives Series Description

Agency: Salt Lake City-County Health Department

Series: 18707

Title: Board of Health Minutes

Dates: 1969-2000

**DESCRIPTION:** The Salt Lake City-County Health Department was created on August 13, 1969. The Health Department is responsible for addressing issues that protect the health of Salt Lake County residents. The Salt Lake City-County Board of Health “will support, provide leadership to and hold accountable the Salt Lake City-County Health Department as it promotes, protects and fosters community and environmental health.” The Board of Health oversees issues including but not limited to, city clinics, watersheds, contagious diseases, environmental contamination, vehicle emissions, tobacco issues, restaurant permits, and dairy standards.

Prior to 1969, Salt Lake City and Salt Lake County operated separate health departments. Salt Lake County’s Health Department was presided over by a Board of Health, established in 1960. Under an interlocal agreement, Salt Lake City Health Department and Salt Lake County Health Departments combined to form one. The agreement created a joint Board of Health to preside over the Health Department. Further agreements and authority provided under Title 26, Sections 26-24-1 through 26-24-24 of the Utah Code Annotated 1953 created the Salt Lake City-County Health Department and Board of Health, now called the Salt Lake Valley Health Department.

Board of Health members are appointed for terms of five years, not to exceed two consecutive terms of office. They must reside in the area that they represent and have an interest in public health services, but the majority must not be primarily engaged in health care as a profession. The Board is mandated to meet once a month and members also attend an annual meeting. Several committees were formed within the Board, including the Executive Committee and the Fiscal Committee, which oversee various Board business. The Environmental Quality Advisory Commission formed within the Board provides recommendations on environmental issues when required.

The Environmental Tobacco Smoke public hearing, which proposed alternatives for controlling cigarette smoke in public areas, is included in this series. Members of the Board of Health were the hearing officers, and discussion of this hearing is documented in the Board of Health monthly meetings. The papers of this hearing include minutes of the hearing, minutes of the Environmental Tobacco Smoke Review Committee meetings, letters from the public, and medical and environmental tobacco smoke studies.

One box of Board Professional Involvement is also included in this series. It documents professional involvement of Board members, mainly Dr. Harry Gibbons' (former Director of Health) involvement in Utah Local Health Officers' Association meetings.

**ARRANGEMENT:** Chronological to the day of each Board meeting. All records relating to issues discussed during a Board meeting are filed in separate folders immediately behind the Agenda/Minutes of each meeting. January through December 1985 are missing.

**CUSTODY HISTORY:** Salt Lake City-County Health Department transferred the Board of Health Minutes to the Salt Lake County Records Center on 8/1/97, 2/8/99, 12/27/00, & 6/11/01.

**FINDING AIDS:** A container list describing the contents of each folder in the Board of Health Minutes and Board Professional Involvement is available. Box number, folder number, folder content description and year are listed. Records classified as private were extracted from this Series and access is restricted.

**RELATED RECORDS:**

- 1) Director of Health's Correspondence
- 2) Contagious Disease Registers, 1921-1927
- 3) Miscellaneous publications relating to the Salt Lake City & County Health Departments, 1890-1973.

**PROCESSING NOTE:** Processed by K. Krattley, November 2000 to February 2002.