

SALT LAKE COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MINUTES
September 1, 2016 – 7:30 AM
County Government Center
Suite N2-800

BOARD MEMBERS PRESENT:

Dr. Jeffrey Ward, Chair

Russ Booth

Councilmember Arlyn Bradshaw

Scott Brown

Kelly Christensen

Clare Coonan

Dr. William Cosgrove

Judy Cullen

Tom Godfrey

Chris Hemmersmeier

Paula Julander

Dr. Dorothea Verbrugge

EXCUSED/ABSENT:

Mayor Robert Dahle

Brooke Hashimoto

GUESTS/STAFF:

Gary Edwards, SLCoHD Exec. Dir.

Dagmar Vitek, SLCoHD Deputy Dir.

Royal DeLegge, EH Dir.

Zack Stovall, SLCoHD Fiscal Mng.

Eric Peterson, EH

Andrea Gamble, EH

Heather Edwards, Admin.

Dorothy Adams, SLCoHD Deputy Dir.

Beverly Hyatt, CHS Dir.

Karen Crompton, HS Dir.

Melanie Mitchell, Dist. Atty.

Jeff Oaks, EH

Danny Bennion, Admin.

The meeting was called to order at approximately 7:30 AM by Dr. Jeffrey Ward, Chair of the Salt Lake County Board of Health.

MINUTES:

Dr. Jeffrey Ward asked if there was a motion to approve the minutes from the August 4, 2016, Board of Health meeting. *The motion was made by Clare Coonan, seconded by Paula Julander, to approve the minutes from the August 4, 2016, Board of Health meeting.* The motion passed unanimously, showing that all Board members present voted “Aye,” with the exception of Scott Brown and Tom Godfrey who abstained.

CHAIR’S REPORT:

Excused Board Members

Board members Mayor Robert Dahle and Brook Hashimoto asked to be excused from the meeting today.

Utah Association of Local Boards of Health (UALBH) Symposium

The Annual UALBH Symposium will be held September 8-9 at Daniels Summit Lodge. There are several Board members attending.

National Association of Local Boards of Health (NALBOH) Annual Conference

Dr. William Cosgrove and Clare Coonan updated the Board regarding the Annual NALBOH Conference they attended in August. Dr. Cosgrove stated his take away from the conference was how Board members have taken responsibility for the public health in their communities. Clare stated that

her take away from the conference is how much other Board members are engaged in the work that is done in their communities. She said that 25% of the attendees at the conference were from Utah. She would like to become more than a dutiful board member and become a more active board member.

Letter to Mayor McAdams

During the August 4 Board meeting the department was directed to prepare a letter to Mayor McAdams concerning the 2017 budget proposal, which was forwarded to Board members for approval. Chris Hemmersmeier stated that the letter is appropriate and he is in favor of it being forwarded to the Mayor's Office. Karen Crompton suggested giving the letter to the Mayor's staff during the upcoming budget meetings. Tom Godfrey noted a grammatical error in the letter which will be corrected before forwarding to the Mayor. *The motion was made by Scott Brown, seconded by Tom Godfrey, to approve the Board letter, with Tom's noted change, and forward it to Mayor McAdams.* The motion passed unanimously, showing that all Board members present voted "Aye," with the exception of Councilmember Arlyn Bradshaw who abstained.

DIRECTOR'S REPORT:

National Association of Local Boards of Health (NALBOH) Conference

Gary thanked Clare for sharing her perspective from the conference and stated he views the Board of Health as a collective group which is very involved in the work that the department does in the County. Dr. William Cosgrove will be discussing some ideas to engage Board members at a future board meeting.

Building Healthy Communities Conference

The department held the third Building Healthy Communities Conference yesterday, August 31, at the Salt Lake County West Jordan Viridian Library; the conference was well attended with 110 participants. The closing keynote speaker was a representative from the Federal Reserve Bank who discussed ways that financial institutions are investing in communities to improve the health of communities. The department will be working with the Federal Reserve Bank to hold a roundtable meeting with invited conference attendees and further the discussion.

Zika Virus

Gary informed the Board that the department will be receiving an additional \$125,000 to help with ongoing Zika efforts and continues to monitor for Zika with individuals who are traveling. CDC believes that Zika monitoring efforts will continue over the next two years with this becoming similar to the way West Nile Virus is handled annually.

West Nile Virus

The department is currently monitoring cases of West Nile Virus in the community, including a few hospitalized cases.

Opioid Discussion

Gary met with a staff member from Congressman Stewart's office to discuss ways his office could support opioid overdose prevention efforts. Gary informed the Board that the department will participate in the upcoming Opioid Summit with Councilmember Jenny Wilson on September 13 to discuss current efforts in the county and look to identify additional areas in which prevention efforts are needed. Board members are invited to attend the summit.

Health Regulation #38 Update

Gary informed the Board that the department is working closely with Murray School District on the implementation of Health Regulation #38, *Certificate of School Employee Immunizations Requirements*, to develop written materials for faculty to educate them on the regulation requirements. The regulation recommends that school districts develop internal policies to address faculty exclusions in case an outbreak occurs. The department is preparing for a county-wide launch in the 2017-18 school year.

Chemically Contaminated Properties Rule

Gary informed the Board that the state health department is working on amendments to the chemically contaminated rule and the department is involved in the discussions. As a result of any changes to the rule, there may need to be some changes to Health Regulation #32. Royal stated that the changes being discussed involve property sampling and how the samples should be interpreted. Gary will keep the Board updated of any changes.

November 3, 2016, Board of Health Meeting

Gary asked the Board if they would approve holding the November 3, 2016, Board meeting at the new South Redwood Public Health Center in West Jordan. The department is planning to have the ribbon cutting and open house after the Board meeting in November and would like the Board to participate. Heather will forward location information to the Board.

Blue Jeans for Charity Donation

Gary informed Board members that the department donated \$3,525.00 to Utah FACES, as part of the semi-annual Blue Jeans for Charity donation; to date employees have donated \$22,000.00 to local county charities. Utah FACES is a non-profit organization that provides support to the Salt Lake County Animal Shelter.

FEE SCHEDULE:

Dorothy Adams, Deputy Director, presented proposed fee changes for the food protection program which have not been reviewed since 2011; the proposed fee schedule was included in the meeting packet. Dorothy discussed how the department reviews program fees by looking at program services provided, how much time it takes to complete the services, and includes personnel and indirect costs of the particular program. The department is currently conducting a review of all current fees and will be reviewing fees every three years. The department is asking the Board to approve these fee changes and will be forwarding the fee changes to the Revenue Committee and then to the County Council for final approval.

Scott Brown asked that in the future the department consider putting a cap on increasing fees, as this is a concern for business owners. Clare Coonan asked for an opportunity to offer an education course which can be used to off-set the permitting costs for food fees. Jeff Oaks, Food Bureau Manager, informed the Board that the department requires all mobile food operators to attend an educational class which has reduced the amount of time that the inspectors have to spend in getting a mobile food operator functioning. Kelly Christensen stated that the department needs to be clear on communicating the ownership change fee because this will be an additional fee to the new owner who will also need to pay for a permit. Kelly suggested meeting with the Utah Restaurant Association (URA) to review the changes. Board members suggested phasing in the fee increases over the next three years to spread out the burden for increased fees. Dorothy stated that the department will take all of the comments and

work with the program staff to develop a fee schedule that includes fees phased in over the next three years and will present these changes to the Board at the October meeting.

Dr. Jeffrey Ward asked for a motion to approve forwarding the proposed fee schedule to the county revenue committee. After further Board discussion, *the motion was made by Kelly Christensen, seconded by Russ Booth, to approve forwarding the proposed fee schedule changes to the county revenue committee with the Board reviewing how the fees will be assessed at the October meeting.* The motion passed unanimously, showing that all Board members present voted “Aye.”

For more detailed information, please see the proposed fee schedule included in the Board of Health meeting folder.

MINIMUM PERFORMANCE STANDARDS:

Gary Edwards, Executive Director, reviewed a draft of an attestation checklist which was developed by the committee that worked to amend the minimum performance standards rule; Gary is a member of the committee. The Utah Department of Health recently amended the minimum performance standards and will begin to review each local health department to see if they are meeting the minimum standards. The state health department will conduct audits and review the attestation checklist which will be signed by the Health Department Director and the Board of Health Chair in each health district. Gary reviewed the checklist items that pertain to the Board of Health and outlined a few areas for improvement and informed the Board that Dr. Cosgrove will be presenting information during the October meeting outlining ways the Board can assist with strategic planning. Heather will forward a copy of the attestation checklist to the Board.

For more detailed information, please see the draft of the attestation checklist included in the Board of Health meeting folder.

BOARD OF HEALTH PROFILE:

Due to time constraints, this item will be presented at a future Board of Health meeting.

Dr. Jeffrey Ward adjourned the meeting at approximately 9:00 AM.