

SALT LAKE COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH MINUTES  
October 6, 2016 – 7:30 AM  
County Government Center  
Suite N2-800

**BOARD MEMBERS PRESENT:**

Dr. Jeffrey Ward, Chair	Dr. William Cosgrove
Russ Booth	Mayor Robert Dahle
Councilmember Arlyn Bradshaw	Tom Godfrey
Scott Brown	Brooke Hashimoto
Kelly Christensen	Chris Hemmersmeier
Clare Coonan	Paula Julander

**EXCUSED/ABSENT:**

Judy Cullen  
Dr. Dorothea Verbrugge

**GUESTS/STAFF:**

Gary Edwards, SLCoHD Exec. Dir.	Dorothy Adams, SLCoHD Deputy Dir.
Dagmar Vitek, SLCoHD Deputy Dir.	Beverly Hyatt, CHS Dir.
Royal DeLegge, EH Dir.	Karen Crompton, HS Dir.
Zack Stovall, SLCoHD Fiscal Mng.	Melanie Mitchell, Dist. Atty.
Eric Peterson, EH	Jeff Oaks, EH
Andrea Gamble, EH	Bonnie Catten, EH
Jason Lowry, FHS	Jennilyn Croft, Admin.
Heather Edwards, Admin.	

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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 September 1, 2016, Board of Health meeting. *The motion was made by Russ Booth, seconded by Paula Julander, to approve the minutes from the September 1, 2016, Board of Health meeting.* The motion passed unanimously, showing that all Board members present voted "Aye." Board member Dr. William Cosgrove was not present for the vote.

**CHAIR'S REPORT:**

*Excused Board Members*

Board members Judy Cullen and Dr. Dorothea Verbrugge asked to be excused from the meeting today.

*November 3, 2016, Board of Health Meeting*

Dr. Jeffrey Ward reminded Board members that the November Board meeting will be held at the new South Redwood Public Health Center in conjunction with a ribbon cutting ceremony. The meeting will begin at 7:30 AM and a direction map was provided during the meeting. Heather will remind the Board by email of the meeting location.

**DIRECTOR'S REPORT:**

*Flu Vaccines*

Gary announced that Board members may begin getting their flu vaccine during the meeting.

*City Clinic Building Update*

Gary informed the Board that requests for bids for the new City Clinic building have been sent out. There will be a committee meeting later in October to review the proposals received. Employees working in the WIC and Immunization programs at the City Clinic have been transferred to the Rose Park Clinic beginning October 1 to prepare for the construction that will take place next year.

*Opioid Funding Opportunity*

The department has received \$130,000 Federal funds to address opioid issues; Utah ranks very poorly when it comes to opioid addictions and overdose deaths. The County Council is very interested in the issue and has asked the Health Department to work with the Division of Behavioral Health to develop a comprehensive plan. The department will be using the "use only as directed" campaign and will be assisting with provider education information, as well as working with community coalitions, Healthy Community groups, and faith-based organizations. The department is working to expand prescription drop-off boxes for disposing of meds and is working with Shopko and Harmons pharmacies to place drop-off boxes in the pharmacies. The department is also working to develop a needle exchange program in the County which will benefit public health by providing treatment information to those who use the program, offer services to them as needed, and provide disease prevention because of the proper disposal of needles.

*Robert Wood Johnson Foundation (RWJF) Culture of Health Prize*

Gary informed the Board that the department is applying for the RWJF Culture of Health Prize. The department has selected four areas to include in the application: clinical collaboration, with the University of Utah and Community Health Centers to co-locate services; refugee services provided in the community; air quality work with the Vehicle Repair Assistance Program; and water quality protection considering household hazardous waste or Cryptosporidiosis. The application is due in November and Gary will keep the Board informed.

*Muffler Noise*

The department is currently working with residents in the Emigration, Big, and Little Cottonwood Canyons, to discuss muffler noise. The department is looking at the authority in the noise regulation to see what can be done regarding these issues for a county-wide solution.

*Radon Testing*

Gary informed Board members that the department has been working with Riverton and Copperton cities regarding Radon. The department placed testing kits in Copperton in the spring and will be following up during the winter months. The department will place kits in Riverton to monitor for Radon and offer education to homeowners regarding remediation efforts.

*Community Health Assessment (CHA)*

Gary informed the Board that the department is in the process of developing a new Community Health Assessment (CHA). Staff participated with Intermountain Healthcare to complete their CHA and the department will expand on the indicators identified by Intermountain. Typically, the department completes a CHA every five years but determined it could be done every three years.

*Gary Excused*

Gary asked the Board to be excused for the remainder of the meeting. He will be giving a welcome address at a national conference occurring in Salt Lake City this morning. Dorothy Adams, Deputy Director, will continue in his absence.

Chris Hemmersmeier asked for an update regarding the Salt Lake City homeless encampment clean-up that has been occurring. Gary stated that the Health Department has been involved in these efforts and notifies the individuals that a clean-up will occur.

**2016 BUDGET UPDATE:**

Zack Stovall, Fiscal Manager, presented information on the 2016 budget through a PowerPoint presentation. Slides included:

- 2016 Revenue Projection
- 2016 Expenditure Projection
- 2017 Budget Updates

Zack informed the Board that the meeting with the Mayor's office regarding the department budget went well and there is still no direction on the budget stress test that each division prepared. The Board letter was submitted to the Mayor and his staff stated that they appreciated the Board taking the time to submit it. Mayor McAdams will present the 2017 County budget to the Council on October 25, 2016, and then the Council will begin budget workshops with the budget opening for public hearing on December 6, 2016. If there are any changes to this schedule, the Board will be informed.

For more detailed information, please see a hardcopy of the presentation included in the Board of Health meeting folder.

**FEE SCHEDULE:**

Dorothy Adams, Deputy Director, presented the food fee schedule with proposed phasing in of the mobile food cart permit fees over a two-year period; the proposed fee schedule was included in the meeting packet. This phasing in process was a result of the Board's suggestion during the September meeting. Eric Peterson, EH Deputy Director, informed Board members that Health Department employees, along with Kelly Christensen, presented the information to the Utah Restaurant Association and the Salt Lake Area Restaurant Association. The department received positive feedback as a result of these meetings and if the Board approves the fee changes this information will be sent to all industry representatives.

Kelly stated that he is in full support of the proposed fee changes and thanked the department for reaching out to the associations to discuss these proposed changes. During the meeting he was able to get further clarification on the process the department uses to determine fee structures and it was clear that the fees are based on the costs associated with providing the services to patrons. Councilmember Bradshaw asked about a recent news article regarding a food truck rally and protesting of multiple city permits. He stated that there was discussion about taking this issue to the legislature this year and stated that this may be something to watch in the upcoming session. Dorothy stated that the article

seemed to be addressing a state-wide permit issuance and the department will watch this during the upcoming session.

Kelly recommended that the Board support the proposed fee schedule. Dr. Jeffrey Ward asked for a motion to approve the proposed phasing in of the Mobile Food Cart, Truck, Trailer Risk Level 2 and 3 fees over the next two years. *The motion was made by Mayor Robert Dahle, seconded by Kelly Christensen, to approve the proposed phasing in of the Mobile Food Cart, Truck, Trailer Risk Level 2 and 3 fees over the next two years.* 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.

#### **LEGISLATIVE SESSION PREPARATION:**

Tom Godfrey distributed and reviewed handouts in preparation for the upcoming legislative session. The handouts contain information that will assist Board members in contacting legislators and discussing public health topics/bills. He asked Board members to begin preparing for the session now by reaching out to legislators now and asking their circle of friends, neighbors, and family to contact them too. Paula Julander stated that it is important to understand both sides of an issue if you are contacting a legislator to discuss the bill. Tom asked Board members to keep him informed of the conversations with legislators.

Clare Coonan asked if there is a list of issues that are important to the department and Tom stated that this is usually addressed during the legislative breakfast in December. Dorothy stated that the department is currently working on a survey to outline priority areas for the CHA and this information will be shared with the Board and can be used to create a list of priority areas for the legislature. Heather will send out the handouts by email after the meeting.

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

#### **STRATEGIC PLAN:**

Dr. William Cosgrove discussed the Board's involvement in strategic planning for the Health Department as a way to be more proactive in the work done and plan for future events. He asked Board members if they would be willing to attend a Board retreat which would allow for further discussion of important topics and allow for prioritizing these issues. Department staff members could be asked to attend during the retreat as the experts on a particular issue to assist with the planning and discussion. Dorothy will follow-up with Gary to develop a list of public health topics for the Board to prioritize and will present this information and further discuss the retreat concept during the November meeting.

#### **BOARD OF HEALTH PROFILE:**

Dorothy Adams, Deputy Director, presented an overview of the 2015 Local Board of Health National Profile released by the National Association of County and City Health Officials (NACCHO) with a PowerPoint presentation. Slides included:

- LHD's more likely to have Local Boards of Health
- Local Boards of Health that serve large jurisdictions have more members on average

- Most Local Boards of Health have at least one member who is a Healthcare Professional
- Local Boards of Health are more likely to be involved in Policy
- Almost three in ten Local Boards of Health have final authority to approve LHD Budget
- Two in five Local Boards of Health do not have final authority to take any revenue generating actions
- Local Boards of Health serving Large Jurisdictions are just as likely to advocate Funding

For more detailed information, please see a hardcopy of the presentation included in the Board of Health meeting folder.

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