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| **Present:** | Neal Geddes, ATTY |
| Don Wood, Chair | Dennis Keith, EHS |
| Scott Zigich, Vice Chair | Rachelle Blackham, EHS |
| Bret Millburn, Commissioner | Bob Ballew, RCC/PIO |
| Dr. Warren Butler | Isa Perry, COP |
| Dr. Gary Alexander | Teresa Smith, WIC |
| Ann Benson | Tiffany Leishman, Admin |
| Dr. Colleen Taylor | Kellison Platero, EHS |
| Brent Petersen | Linda Ebert, EHS |
|  | Loren Allen, EHS |
| **Excused:** | Ed Parker, EHS |
| Ben Tanner  | Carl Shupe, EHS |
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| **Department Staff:** | **Visitors/Guests:** |
| Lewis R. Garrett, Director of Health | Bryon Saxton, Standard Examiner |
| Brian Hatch, Deputy Director of Health | Michael Whitten - Resident |
| Liz Carlisle, Administrative Asst | Steve Winters - Resident |
| Dave Spence, Division Director, EHS |  |
| Wendy Garcia, Division Director, CD/EPI |  |
| Ivy Melton Sales, Division Director, CHS |  |
| Diana Reich, Business Manager, Admin Services |  |
| Neal Geddes, ATTY |  |

The meeting of the Davis County Board of Health (Board) was held Tuesday, May 13, 2014 at the Davis County Health Department, Board Room, 22 South State Street, Clearfield, Utah. The meeting was called to order at 7:30 a.m. by Mr. Don Wood.

**Welcome**

Mr. Wood welcomed Board members, staff and visitors to the meeting.

**Minutes (Action)**

The minutes of February 11, 2014 were presented and reviewed.

*Mr. Zigich motioned to accept the minutes of February 11, 2014. Ms. Benson seconded. The vote was unanimous.*

**Fluoride Presentation (Information)**

Mr. Michael Whitten and Mr. Steve Winters provided the Board with a presentation regarding their opposition to water fluoridation. The board was provided two documents: 10 Facts about Fluoride; and, 50 Reasons to Oppose Fluoridation in support of their opinions. Mr. Winters asked the Board for continued opportunities to discuss the issue and requested that any scientific references showing the benefit of water fluoridation provided by the American Dental Association (ADA) be forwarded to them.

Mr. Wood thanked Mr. Whitten and Mr. Winters their presentation and took their comments under advisement.

**Resolution Regarding Storm Water (Action)**

Ms. Rachelle Blackham presented the Board with a proposed resolution regarding storm water management within Davis County. All Davis County cities are required by the EPA and the Utah Department of Environmental Quality (DEQ) to obtain and maintain a Municipal Separate Storm Sewer System Permit (MS4). Cities must have documented enforcement procedures to meet permit requirements. In order to meet this requirement, Memorandums of Understanding (MOU) were signed with two of the cities in Davis County outlining the department’s role in enforcement activities. Since all of the cities will need this documentation, the department is proposing this resolution in lieu of having separate MOU’s.

The proposed resolution will streamline the process and outlines the Department’s enforcement role and procedures relative to storm water management. The State has advised staff that this resolution will satisfy the documentation requirements for the MS4 permit.

Commissioner Millburn asked if the cities have been involved in the discussion and creation of the resolution. Ms. Blackham reported that the cities requested help with the situation and provided input on the language of the resolution to ensure it met permit requirements.

*Dr. Alexander motioned to adopt the proposed Resolution Adopting a Procedure for Managing and Enforcing Illicit Discharges throughout Davis County. Dr. Butler seconded. The vote was unanimous.*

**Strategic Plan Presentation (Action)**

Ms. Perry presented the Board with the Department’s completed five-year Strategic Plan which represents the final pre-requisite document needed for application for accreditation. The plan contains the Department’s updated mission, vision, and value statements and identifies seven strategic priorities for the next five years. Those seven priorities are: Support/alignment with Davis County Community Health Improvement Plan (CHIP); Support/align with Utah’s State-Wide Health Improvement Plan (SHIP); Public Health System Coordination; Improved communication; Implementation of a performance management and quality improvement culture; Workforce development; and, implementing an employee wellness program.

Ms. Perry requested the Board endorse the Strategic Plan and authorize Mr. Wood to sign a letter affirming their support to be submitted with the Department’s application materials.

*Mr. Petersen motioned to endorse the Department’s Strategic Plan and authorize the Chair to sign a letter affirming the Boards support. Ms. Benson seconded. The vote was unanimous.*

**County Health Ranking Update (Information)**

Ms. Perry reported that Davis County is ranked the 7th healthiest county in health outcomes and 4th healthiest in health factors in the 2014 Utah County Health Rankings. Overall Davis County consistently ranks in the top 10 percent of the nation for 12 of the measures. However, the county is below the state average in the following areas: ratio of primary care providers; dentists; mental health providers; health care costs; air pollution; drinking water violations; and, single passenger vehicle miles.

Commissioner Millburn asked if there was a summary that better explained the rankings to provide to residents. Ms. Perry responded that she would look into an info-graphic that may be more useful and easily understood.

Mr. Petersen asked what the difference is between a health outcome and a health factor. Mr. Garrett responded that health outcomes are things like cancer rates whereas health factors influence or contribute to the health outcome such as smoking rates.

**Letter of Support – Accreditation Application (Action)**

Mr. Garrett reported that with the completion of the three pre-requisite documents –The Community Health Assessment (CHA), Community Health Improvement Plan (CHIP), and the Strategic Plan, the department is now ready to submit their application. A letter of intent to apply was submitted to and accepted by the Public Health Accreditation Board (PHAB) in January of this year.

The process requires an application fee of $30,000, to offset these costs the Department has secured a grant from NACCHO. Once the application is submitted and documents have been uploaded and reviewed PHAB will schedule a site visit. In preparation for the site visit the Department will provide the Board with continued training and information as the site visitors will likely request meetings with Board members.

Mr. Petersen asked when we anticipate the site visitors will be on-site, how many will be sent, and what the attitude of the site visitors will be. Mr. Garrett reported that three site visitors will be assigned and arriving sometime in mid-2015. Their attitudes will depend upon the individual site visitors chosen but likely during this first year, site visitors will provide more guidance and support in meeting the standards and measures.

Dr. Butler asked how long the accreditation term is and how much will it cost to become re-accredited. Mr. Garrett responded that the Department will be accredited for five years and the fees will likely remain the same. At the end of the accreditation term the Department will need to complete and submit new versions of all three pre-requisite documents and supporting documentation for each of the 12 domains.

Dr. Butler asked if PHAB’s budget is transparent and audited to identify how application funds are being used which will provide information as to whether the $30,000 application fee every five years is a good investment. Mr. Garrett reported that PHAB is questioned regularly regarding this topic and does openly present their budgets. Site visitors are not paid employees of PHAB but volunteers from the public health profession around the nation. The cost of site visitor travel as well as two staff member’s attendance at a training outlining the uploading process of the Department’s supporting documentation for the 12 domains is included in the $30,000 fee.

Mr. Garrett requested the Board authorize Mr. Wood to sign a letter accepting and endorsing the Departments application to become accredited.

*Mr. Zigich motioned to authorize the Chair to sign a letter endorsing the Departments accreditation application. Dr. Alexander seconded. The vote was unanimous.*

**Department Wellness Presentation (Information)**

Ms. Leishman presented information outlining the Department’s new wellness program. A wellness committee consisting of two representatives from each area has been formed and created a five year wellness plan with the mission to promote a healthier worksite by creating a culture that encourages social and environmental change for a healthy lifestyle.

For the first year the Department is focused on increasing physical activity and encouraging staff to participate in the County offered Health Risk Assessments (HRA). The aggregated data from the HRA’s provides a baseline of the four measurable outcomes identified in the wellness plan. i.e., blood pressure, glucose, body fat, and total cholesterol. In 2013, 68 percent of staff participated in the HRA. In 2014 the Department was able to improve participation to 90 percent providing a more accurate set of aggregate health data of the department staff.

Commissioner Millburn asked how the program coordinates with the existing County-wide wellness program. Ms. Leishman responded that the department program is simply an enhancement of the County program that provides resources to allow staff to better participate.

Mr. Petersen asked if the wellness plan is something that can be shared with other stakeholders within Davis County. Ms. Leishman responded that the plan is a tool being used in the CHIP obesity workgroup. The goal is to implement this program as a template that then can be used to encourage local businesses to provide wellness opportunities to their staff as well.

Mr. Wood reported that the Clearfield Aquatic Facility offers discounts to not only city residents but also local businesses and their families.

**Environmental Health Services Overview (Information)**

Mr. Spence gave a brief overview of Environmental Health Services. Highlights for this year include participating in dioxin sampling at Stericycle and the surrounding area; participating in a diesel opacity study with the University of Utah; implementation of the new housing regulation; new food handler permit processes; and implementation of a new radon program.

Emerging issues for the division are implementation of a new software database that better meets division data collection and reporting needs; Implementation of new air quality initiatives; changing the division from an enforcement focus to an education focus to improve relationships with as well as stakeholder performance; Potential new regulation dealing with salt water immersion float tanks; and potential changes in state rules regarding methamphetamine that would require a change in the Boards regulation to remain in compliance.

**Electronic Smoking Device Regulation Implementation (Information)**

Mr. Garrett reported that Representative Paul Ray introduced House Bill 112 for consideration in the legislature which addressed E-Liquid and E-Cigarettes but it did not make it through the legislative process and did not pass. Therefore, the Board’s regulation may be implemented with no modifications. E-cigarette specialty shops have been given until June 15 to acquire permits and schedule initial inspections.

Continued pressure from tobacco lobbyists is anticipated which may jeopardize some of the provisions in our regulation. To counteract this issue the Department is promoting and recommending other local health departments enact similar regulations to so there is a standard state-wide regulatory framework in place before the next legislative session.

Commissioner Millburn asked about the interest level of the other local boards of health. Mr. Garrett reported that many other Boards are interested in enacting their own regulations and that staff is currently creating an information packet to support and streamline their processes.

**Budget Report (Information)**

Ms. Reich presented the year-to-date Department budget numbers.

**UALBH Report (Information)**

Mr. Petersen reported that the E-cigarette issue will be on the agenda at the September UALBH Symposium. Board members and staff were encouraged to participate in the upcoming national NALBOH meeting being held in Milwaukee, Wisconsin, August 13-15.

**Director’s Report (Information)**

Mr. Garrett recognized and introduced this year’s Distinction Award winners that are based on peer and supervisor nominations as well as one Directors Choice award. Tiffany Leishman for her exceptional work regarding E-Cigarettes and the wellness program; Teresa Smith for her work in WIC and in particular with the Davis County Breast Feeding Coalition; Ed Parker for his work and reporting involving the Stericycle dioxin sampling; and Carl Shupe as the Directors Choice for his work identifying and responding to failing septic systems and wastewater issues.

This legislative session included more than 20 bills dealing with air quality. Several passed and include one that mandates the increase of the proportion of clean fuel vehicles in the State Fleet; another that provides tax credits to individuals that invest in alternative fuel vehicles; provides a fund for financial assistance to those who use wood burning stoves to heat their homes to convert to gas; removed barriers for electric charging stations; and provided a funded Utah Department of Environmental Quality (UDEQ) with $3 million to address air quality issues.

Legislators also approved funds for suicide prevention which will aid the Department’s CHIP Suicide Prevention workgroup in meeting their goals by providing additional resources. Additional funding for the Meals on Wheels services as well as other senior services was also approved at this session.

Mr. Garrett reported that increasing the Department’s visibility on social media over the next five years is one of the department’s strategic goals. The department has created a social media plan that outlines milestones and goals on various social medial platforms. Mr. Garrett presented the Board with a 3 minute video regarding flu shot immunizations that will be posted on the Department’s Youtube channel.

The National Air Quality Conference was recently held in Salt Lake City and staff presented in collaboration with the University of Utah results of the scientific research conducted on diesel opacity testing. Mr. Garrett also reported that staff was recognized at the recent Utah Public Health Association annual meeting and presented with a Hero of Public Health award for our work regarding E-Cigarettes.

**Chairs Report**

Mr. Wood reported that he and Mr. Zigich attended the CHIP celebration held back in February and thanked staff for their hard work in making that event a success. Mr. Wood also encouraged Board members to attend as many Department functions as possible to ensure they remain informed and engaged.

**Commissioners Report**

Commissioner Millburn thanked staff for the work they continue to do to ensure Davis County Health Department is a public health leader within the state.

**Adjournment**

The meeting was adjourned at 9:00 a.m.

**NEXT MEETING: August 12, 2014**

 **7:30 a.m.**