

Meeting Minutes from the TriCounty Board of Health Regular Meeting

May 28, 2025

LOCATION

TriCounty Health Department - 133 S 500 W - Vernal

ATTENDEES

Chairman Dr. John Mathis, Commissioner Randy Asay, Commissioner Willis LeFevre, Commissioner Tracy Killian, Dr. Sterling Haws, Shanna Wheeler, Jodi Tinker, Irene Hansen, Kim Harding, Director Kirk Bengé, Darrin Brown, KayCee Asay, Bruce McKee, Sydnee Lyons, Joe Hadlock.

Virtual Attendance: Madeline George

EXCUSED

Emmett Duncan, Raima Colledge, and Ashley Linschoten.

AGENDA

Call to order

12:10 p.m.

Approval of March 26, 2025 Minutes

Shanna Wheeler made a motion to approve the March 26, 2025 minutes. Irene Hansen seconded the motion. The motion passed unanimously.

Utah Association of Local Boards of Health (UALBOH) Meeting Takeaways

Director Bengé invited Commissioner LeFevre, Shanna Wheeler, and Irene Hansen to share their experiences from the UALBOH conference.

It was noted that the information discussed during the conference was universally relevant in addition to being specific to local Utah health districts. The board members expressed their appreciation for the opportunity to interact with UALBOH board members and network with other local health department members.

Disability Presentation

Madeline George presented data on disability within the TriCounty area as a follow-up to a presentation she gave in a previous meeting. She noted that an average of 13.5% (approximately 7,500 out of 58,000) of TriCounty residents live with some type of disability.

- The board asked questions regarding overlap of certain disabilities and accuracy of the percentage listed. There was also further discussion of how to prevent and better address these disabilities within the community.

Updates

- Disease Updates: Communicable disease surveillance updates are available at: <https://tricityhealthut.gov/communicable-disease-and-surveillance/>
- WIC Audit: In reviewing the entire program there were only three minor deficiencies found. There were no deficiencies found in breastfeeding and peer support programs.
- Financial Audit: There were no findings from the auditors. The full report will be walked through at the next regular meeting.
- Website: TriCounty signed a contract with Revize to redesign the website. The cost did not meet the limit to bring back to the board for pre-approval beforehand. Kirk brought the board's attention to an invoice sent to the department from Keystone (the current website host) for services that were not rendered and without a current contract. TriCounty is currently working with its legal counsel to proceed.
- Federal Funding: Amidst considerable changes to federal funding, TriCounty is aware of and working to adjust to the following.
 - A 12% decrease in tobacco funding
 - Potential cuts to the Vaccines For Children (VFC) program

Approval of Check Register

Bruce McKee reported the check register for March through April of 2025.

- Bruce McKee drew board members' attention to three irregular charges on this register; the payments for construction of the new environmental health lab and Utah Geological Survey study. .
- Bruce clarified that the new digital sign outside of the Vernal location was paid for by COVID funding that had been retroactively called back, but that TriCHD did manage to get the sign paid for with said funding.

Commissioner Killian made a motion to approve the check register as presented. Kim Harding seconded the motion. The motion passed unanimously.

Financial Report

Bruce McKee presented the current financial report which included; all bank accounts, health department cash and cash equivalents, federal and state revenue vs total expenditures.

- He noted that the department is trending upwards in cash equivalents due to a natural reduction in our staff.
- Dr. Mathis asked what impact the loss of staff has had on TriCounty's programs. Director Bengé shared that while the loss of a staff member is felt, it has not impeded remaining staff's ability to meet the public's needs.

Consideration of a One-Time Retirement Incentive

Kirk presented a one-time retirement incentive to the board for consideration. The aim of this incentive would be to help reduce the cost of benefits and wages while providing a respectful and voluntary option for employees nearing retirement to leave the workforce.

Board members voiced their concerns about negative ramifications, such as perceived unfairness to employees who are not offered this incentive.

Irene Hansen suggested going into a closed session at a later date to discuss this proposal in further depth

Irene Hansen motioned to get a quorum together within 30 days to discuss the matter in greater detail. Tracy Killian seconded the motion. The motion passed unanimously.

Consideration of a Resolution to Create a Fatality Review Committee

Kirk proposed a resolution to establish a committee to review circumstances related to deaths involving substance abuse, suicide, mental health, or children and adolescents. This comes after the concept being introduced to the board in a Sept. 2024 meeting and further evaluation with legal counsel to ensure this complied with applicable laws.

The board suggested that this also be discussed further at the Board of Health Leadership Retreat, which would be held within 30 days of this meeting.

New Contracts

Director Kirk Bengé went over new and amended contracts.

DHHS Contracts

- Final-Combined EPSDT Consumer Ed-Tri County-1602 - This contract is essentially a renewal of ongoing services with some revisions and funding decrease to better match our actual services

FDA

- Long-Term Limited Scope Food, Feed and Cosmetics Information Sharing Agreement (ISA) - This is a new contract with FDA allowing us to be looped in regarding investigations into food, feed, or cosmetics before the investigation is made public.

Minimum Performance Review & Attestation Checklist

Darrin Brown presented a checklist of requirements to ensure that the department is in compliance with Utah Law and prepared for an audit of minimum performance funding.

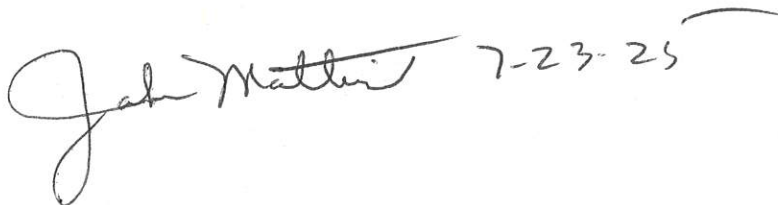
- Darrin pointed out that he believed all of our obligations are in place (pending completion of an annual evaluation of the performance of the Health Officer).

Additional Updates & Discussion

- Save the date:
 - NALBOH Annual Conference - Savannah, Georgia on October 6-8, 2025
 - Board Retreat - June 26th, 4-7 p.m.

Adjourn

Kim Harding made a motion to adjourn the meeting at 2:14 p.m. Shanna Wheeler seconded.

 7-23-25