

# Meeting Minutes from the TriCounty Board of Health Meeting

## March 25, 2026

### LOCATION

TriCounty Health Department - 133 S 500 W - Vernal

### ATTENDEES

Chairman Dr. John Mathis, Commissioner John Laursen, Commissioner Tracy Killian, Commissioner Randy Asay, Kim Harding, Irene Hansen, Shanna Wheeler, Jodi Tinker, Director Kirk Benge, Zeb Petterborg, Raima Colledge, Sydnee Lyons, KayCee Asay, Ashley Linschoten, and Cyndie Mattinson.

### Virtual Attendees

Fox 13 News.

### EXCUSED

Deputy Director Darrin Brown, Dr. Sterling Haws, and Emmett Duncan.

### AGENDA

#### Call to order

12:03 p.m.

#### Approval of January 28, 2026 Minutes

**Shanna Wheeler made a motion to approve the minutes from the Jan. 28 meeting. Kim Harding seconded the motion. The motion passed unanimously.**

#### Updates

- TriCounty Health Department's Infectious Disease Specialist, Cyndie Mattinson, provided an update on measles cases.

TriCounty Health Department (TriCHD) has confirmed 23 measles infections as of March 25, 2026. The majority of cases have been in Uintah High School students. This spread began after an initial exposure involving TriCounty residents traveling to a state wrestling tournament on the Wasatch Front in February and has continued since.

TriCHD has issued exclusion orders to two schools (Uintah High School and Discovery Elementary) to help slow the spread.

Cyndie stated that she and other clinicians are confident that there are additional unreported cases due in part to individuals not feeling ill enough to seek medical care and receive a diagnosis, among other reasons.

TriCHD has reported hospitalization due to measles. Cyndie noted that the rate of vaccinated individuals contracting measles, also known as breakthrough cases, is about 10%, which is consistent with state data.

- Kim Harding asked if the number of breakthrough cases was known. Director Bengé answered that TriCHD has approximately two or three breakthrough cases. He explained that breakthrough cases aren't representative of vaccine failure, but rather expected statistical outcomes.
- Kim Harding also asked if TriCHD holds MMR clinics similar to the department's annual flu vaccine clinic. Director Bengé referenced two MMR drive-thru clinics that were held as the measles outbreak began.
- Dr. Mathis asked at what age a MMR booster is required. KayCee Asay answered that anyone born between 1957 and 1989 may have received one dose and may be eligible for another.

Director Bengé stated that most people who get measles will recover; however, vulnerable populations, such as pregnant women and infants too young to be vaccinated, may face complications or severe illness. He said that once measles is in a community it's very difficult to control.

- Director Bengé provided an overview of legislation that may impact TriCHD.
  - HB147S03 requires local health departments to offer digital forms and information, in addition to accepting physical copies or requiring individuals to appear in person.
  - HB172S01 amends food safety manager requirements and processes for nonprofit and fundraising events.
  - HB172S03 establishes requirements for the manufacture, distribution, and sale of raw milk.
  - HB379S02 requires the Department of Health and Human Services (DHHS) to create rules that exempt child care food preparation kitchens from standard kitchen regulations and instead develop specific guidelines for them.
  - HB531S03 addresses scarification in body art and requires the Office of Professional Licensure Review to report its findings and recommendations to DHHS.
  - SB217S01 differentiates between "direct-to-sale" farmers markets and traditional farmers markets.
  - SB251 allows the Department of Environmental Quality (DEQ) to reimburse health departments for work completed on its behalf.
  - HB265S02 refines existing language and adds a \$0.50 tax on nicotine pouch products.
- Director Bengé drew the Board's attention to the [2025 annual report](#).
- Director Bengé then highlighted a full scale school shooting exercise that took place on March 20.
  - The exercise involved multiple agencies working together to determine strengths and weaknesses outside of a real crisis situation.

## Approval of Check Register

Zeb Petterborg presented the check register for December of 2025 through January of 2026. He gave a nod of acknowledgement to his predecessor, Bruce McKee, for the work he did. Being new to the role, he saw no irregular expenses to highlight.

**Irene Hansen motioned to approve the check register as presented. Kim Harding seconded the motion. The motion passed unanimously.**

## Financial Report

Zeb Petterborg then presented the financial report for all accounts as of Feb. 28, 2026. He noted that January and February typically show higher account balances due to the collection of local contributions, with those funds being spent throughout the remainder of the year.

Expenses occur regularly, while contract reimbursements are delayed by approximately two to three months.

- Dr. Mathis noted that, at the beginning of the year, there were concerns about TriCHD's budget due to retroactively recalled funds and asked about the current financial outlook.
  - Director Bengé responded that the department is now in a much better position.

## SHARP Survey - Local Results Overview

Ashley Linschoten presented the SHARP Survey results specific to the TriCounty health district.

### Board Elections

Dr. Mathis was nominated to be re-elected as board chair. He expressed gratitude for the nomination, but asked that someone else be considered.

Irene Hansen was then nominated to serve as board chair.

**Tracy Killian motioned to have Irene Hansen as Board Chair. Dr. Mathis seconded the motion. The motion passed unanimously.**

Tracy Killian was then nominated to serve as vice chair.

**John Laursen motioned to have Tracy Killian as Vice Chair. Irene Hansen seconded the motion. The motion passed unanimously.**

### Considerations of Amendment to Bylaws

The board reviewed the bylaws for its body with TriCHD's attorney, Loren Anderson, present. Loren suggested the following adjustments:

- Omit the first sentence of section 3.8.
- Change "appointing authorities" to "county Commissioners" in 4.4.
- Strike section 4.6.
- Change the language in section 4.8 from "will" to "may."

### Considerations of Policy 720 - Privacy, Confidentiality, and Records Management

Director Bengé brought it to the board's attention that policy 720 was completely written to encapsulate policies that were previously in need of updating.

**Kim Harding motioned to approve and adopt the policy as presented . John Laursen seconded the motion. The motion passed unanimously.**

### Considerations of Policy 405 - Vehicle Usage

Director Bengé gave an overview of the vehicle usage policy that had been updated to reflect the board's ability to sanction a fleet vehicle for extended use.

Irene Hansen brought up a bill that had been passed aimed at limiting abuse of government fleet vehicles. She stated that she would like to see more specific language that would ensure Director Bengé is protected in his full use of the fleet vehicle the board assigned to him.

**The board decided that Loren Anderson will help revise the policy and it will be brought back to the board for approval.**

### Contract Updates

Director Kirk Bengé walked the board through the renewal of the following contracts:

- PH Infrastructure 2023 Amendment 5
- HIV Prevention 2023 Amendment 5
- Compass System TriCounty Health Department Amendment 2
- Working with Populations with Disproportionate Asthma Burden, 2026
- Immunizations - 2019 Amendment 7
- STD Disease Intervention Services - 2019 Amendment 12

- Community and Clinical Interventions Amendment 6
- Disease Response, Evaluation, Analysis and Monitoring 2024
- Childhood Lead Poisoning Prevention and Surveillance 2021 - Amdt 3
- Preventive Block Grant FY23-27 - Amendment 1

### Evaluation of the Health Officer

Director Bengé left the room at 2:07 p.m. so that the board could evaluate his performance and discuss awarding him a merit increase.

Raima Colledge reminded the board that the raise scale for department employees is 1-3% increase. She also stated that all employees were granted a 2% cost of living allowance (COLA) increase.

Irene Hansen recommended Director Bengé be granted a 3% increase for the good work he's done as health officer.

Kim Harding asked what Kirk's salary is currently and what the dollar amount of a 3% increase would be. He agreed with Irene's suggestion to award Director Bengé the 3% increase. He also asked other members to note that Director Bengé is the highest paid employee and that percentage based increase widens the gap between other staff members.

Loren also asked the board to consider whether a raise would go into effect immediately or retroactively if given.

**Dr. Mathis made a motion to give Director Bengé a 3% merit increase that would go into effect retroactively beginning at the start of the year. Kim Harding seconded. The motion passed unanimously.**

Director Bengé returned to the room at 2:18 p.m. Irene Hansen stated that the board saw fit to grant him a 3% merit increase.

### Additional Updates & Discussion


Director Bengé reminded board members of upcoming dates to keep in mind:

- UALBOH - Save the Date- UALHD 2026 Symposium - April 28-29 -Davis Conference Center
- NALBOH - October 12-14, 2026, San Antonio, Texas
- Board of Health Annual Retreat - Wednesday, July 22, 2026-3:00 – 7:00pm
  - We will try to keep our July meeting very short with a minimum of required items, and reserve the afternoon for our annual retreat
- SHARP Survey Roadshow: March 26th at noon - NCC Building, 1076 W 500, Vernal.

### Adjourn

**Kim Harding made a motion to adjourn the meeting. Shanna Wheeler seconded. The meeting adjourned at 2:20 p.m.**

*Board Chair Signature of Approval*



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