Meeting Minutes from the TriCounty Board of Health Meeting

September 30, 2026

LOCATION

Daggett County Building - 95 N 1st - Manila UT 84046

ATTENDEES

Commissioner Tracy Killian, Commissioner Randy Asay, Dr. Sterling Haws, Dr. John Mathis, Jodi Tinker, Shanna Wheeler, Director Kirk Benge, Zeb Petterborg, Raima Colledge, and Loren Anderson.

Virtual Attendees

Board Chair Irene Hansen and Commissioner John Laursen.

EXCUSED

Kim Harding and Emmett Duncan Sr.

AGENDA

Call to order

Approval of July 22, 2026 Minutes

Dr. Mathis made a motion to approve the minutes from the meeting on July 22nd. Shanna Wheeler seconded the motion. The motion passed unanimously.

Approval of Check Register

Zeb Petterborg presented the check register for July 1st through August 31st of 2026. He drew attention to a few irregular items on this register which were for:

- Tobacco program materials.
- Three payrolls.

Commissioner Asay motioned to approve the check register as presented. Commissioner Laursen seconded the motion. The motion passed unanimously.

Financial Report

Zeb Petterborg then presented the financial report for all accounts as of August 31st. He highlighted a dip in cash and equivalents as TriCHD waits for reimbursements from the Utah Department of Health & Human services (UDHHS).

Preliminary 2027 Budget

Director Benge and Petterborg highlighted the following regarding the proposed budget:

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- No major changes
- 5% increase in staff wages
- Increase in fringe
- Operating expenses are consistent with past years
- Travel costs are also consistent with previous years (noting a budget error last year that inadvertently subtracted fuel costs from the travel line This has been corrected for ’27, and it is in line with budgeted travel in ’24 and ‘25. There will need to be an amendment to the ‘26 budget at the next meeting to correct the error.)
- Revenue is staying consistent, but costs are increasing
    - Director Benge and other health officers are advocating for better funding at the legislative level.

The budget was presented for feedback without need for further action during the meeting.

Consideration of 2027 Fee Schedule & Review of Public Comments

There were no attendees at this meeting to make public comments. No members of the public attended the public hearing on August 19 at the TriCounty Vernal office. No written comments were received during the period of August 1st through the 31st.

Board chair Irene Hansen motioned to adopt the fee schedule as presented. Commissioner Laursen seconded the motion. The motion passed unanimously.

Consideration of Appropriation Committee to review Interlocal Agreement

The board decided to include the following on this committee:

- Board Chair Irene Hansen
- Shanna Wheeler
- Jodi Tinker
- Dr. Mathis

Consideration of Finance/Audit Committee (cont. From May)

The board decided to include the following on this committee:

- Board Chair Irene Hansen
- Shanna Wheeler
- Jodi Tinker
- Dr. Mathis

Contract Updates

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

- All contracts listed in the meeting agenda were renewals of existing agreements.

Adjourn

Commissioner Laursen motioned to move into the retreat portion of the meeting. Shanna Wheeler seconded. The meeting was adjourned.

Board Chair Signature of Approval

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