

**SOUTHEAST UTAH HEALTH DEPARTMENT (SEUHD)**  
**BOARD OF HEALTH MEETING**  
**May 24, 2022 - 5:00 p.m.**  
**Green River City Offices**  
**Green River, UT**

**PRESENT**

**CARBON COUNTY:** Debbie Peet-Chair, Commissioner Larry Jensen  
**EMERY COUNTY:** Kathi Kearney, Kelly Wilson-Virtual  
**GRAND COUNTY:** Rhiana Medina-Virtual, Breann Davis-Virtual, Josie Kovash-Virtual  
**EXCUSED:** Commissioner Kent Wilson, Zak Konakis  
**ADMINISTRATION:** Bradon Bradford, Orion Rogers, Kirt Jensen Virtual-Tracy Randall, Delia Paletta, Sara Braby, Brittney Garff

- I. **Call Meeting to Order** – Meeting was called to order at 5:06 p.m. by Debbie Peet.
- II. **Public Comment** – Debbie asked if there were any public comments, there being no public comments, Debbie closed the public comment.
- III. **New Board Member Introduction** – Debbie welcomed new member Josie Kovash. Josie introduced herself and indicated that she had recently been appointed as interim County Commissioner for Grand County until December 2022, and has accepted to serve on the SEUHD board until that time.
- IV. **Minutes for March 22, 2022 - Discussion and possible approval**  
 Debbie asked if there were any questions or corrections regarding the March 22, 2022 meeting minutes. Kathi stated that there were word corrections, one on page four, third paragraph the word “unreasonable” should be “reasonable” and on page five, last paragraph the word “conical” should be “chronic.” Debbie stated that on page three, first paragraph, “Maire” should be “Marie.”  
  
 Debbie asked if the word “legislation” was correct on page three, second paragraph. Orion stated that it was correct. Debbie also asked if on page two, Exercise Policy, employees needed prior supervisory approval to use the policy. Brady stated that at the begin of the year, a plan is set on paper by staff and supervisor that indicates they are in agreement with their work schedule and plan.

**Motion** - (Commissioner Larry Jensen/Kathi Kearney) Move to accept and approve the March 22, 2022 meeting minutes with the word corrections as indicated above. Unanimous

V. **Budget**

- A. **Check Register -Questions, clarifications possible approval** - Brady stated that there were no questions regarding the check register.

**Motion** – (Breann Davis/Commissioner Larry Jensen) Move to accept the Check Register as presented. Unanimous

- B. **Revenue and Disbursements – Discussion and possible approval** - Tracy stated that there were two new contracts. The Strengthening HAI-AR Program for \$12,561 to be used by the Clinical Services program to perform activities needed in order to detect monitor, mitigate and prevent the spread of emerging infections in our communities.

A grant for \$10,000 was received from the Department of Substance Abuse and Mental Health (DSAMH) for the Suicide Prevention Program for the LiveOn Utah campaign for media advertising for Carbon, Emery and Grand Counties.

**Motion** – (Kathie Kearney/Breann Davis) Move to accept the Strengthening HAI-AR Program and the DSAMH contracts as presented. Unanimous.

The contract changes included an increase of \$27,339 for the current STD Intervention Services contract. Additional funding was received for \$54,678 is to be used to expand the workforce and provide cross training for the Disease Intervention Specialist to respond and investigate COVID-19, HIV, STDs and other infectious diseases. Funding to be spent by December 2022.

**Motion** – (Commissioner Larry Jensen/Kathi Kearney) Move to approve the STD Intervention contracts as presented. Unanimous.

- C. **Discussion of Crisis Workforce Grant Employee Retention Funds** – Tracy stated that Crisis Workforce has requested that incentives be done due to COVID-19. The PAT/American Rescue Plan (ARP) has a line item that is also for retention. Brady stated that both funds are basically for recognition and value and retaining the staff that worked through COVID-19. Brady reviewed the breakdown of the budget line items. Contract approval was received from the state level to use the funding for staff hired as of December 2021 and are still employed with the SEUHD. The funding for the incentives will be used specifically from these two contracts. Commissioner Larry Jensen asked if there was going to be a surplus of unused funding at the end of the year. Brady stated that a buffer of \$30k for ongoing work that needs to continue to be done and the plan is to spend the funding by the end of the contract. Debbie stated that SEUHD staff has been instrumental and have done a great job with COVID-19 and their work for the SEUHD and that they should be commended. Debbie asked if two motions were needed. Brady stated no.

Motion – (Kathi Kearney/ Commissioner Larry Jensen) Move to approve the Crisis Workforce Grant Employee Retention Funds as presented. Unanimous.

- D. **Discussion of potential sell of SEUHD assets (utility van, Jeep, camp trailer)** – Brady stated that there are three items owned by the SEUHD that are not being used. The sale proceeds of the items will be put back into the general fund to purchase vehicles that are needed. The travel trailer has never been used and is obsolete due to the fact that the SEUHD now has an office trailer. It was initially purchased for the Preparedness Program. Last fall, the board approved the purchase of three vehicles and a truck and two cargo vans were purchased. The cargo vans are a two-passenger vehicle and have not been as useful. A larger van to accommodate more staff would be more useful. The State office was contacted to make sure that the SEUHD was able to sell them and they indicated that at the end of 2021 calendar year, they belonged to the SEUHD and that they could be sold. The other vehicle needing to be sold is a 2013 Jeep Patriot, four doors. Kathi asked what the travel trailer was originally purchased for. Brady stated that it was purchased by the Preparedness Program for remote emergency situations in order to be onsite. It has become unrealistic because the SEUHD is not a first responder agency. Debbie asked if the Jeep had four-wheel drive. Brady stated yes. Discussion followed.

Motion – (Commissioner Larry Jensen/Breann Davis) Move to authorize the sale of the 2009 Gulf Stream travel trailer, 2013 Jeep Patriot and the two 2021 Ram Passenger vans. Unanimous.

**VI. Policy Procedure – Discussion and possible approval**

- A. **SEUHD Social Media Comment Disclaimer** Brady stated that the disclaimer had been approved before by board. The disclaimer contains an additional two paragraphs, paragraph two and three which gives the SEUHD the ability to monitor and remove offensive comments on sites that are affiliated with the SEUHD.

**Motion** – (Kathi Kearney/Commissioner Larry Jensen) Move to approve the additional paragraphs to the SEUHD Social Media Comment Disclaimer as presented.  
Unanimous

- B. **Credit Card Convenience Fee** - Brady indicated that most entities have instituted something similar in fees being charged for credit card payments. The SEUHD receives a lot of credit card payments specifically for permit payments. A payment of \$20,000 was received for lodging permit fees and associated fees were significant. The proposal is to charge a convenience fee of 2.5% with a \$1.50 minimum amount. Debbie asked if this fee would be disclosed to card holder online. Brady indicated that the SEUHD does not accept online payments at this time. Clients will be made aware of the fee prior to the transaction. Brady stated that Tracy had reached out to Carbon County and the fee is similar to what they charge. Kathi asked how long the SEUHD had been accepting credit cards. Tracy stated for the last two years. The convenience fee will take effect on July 1, 2022.

**Motion** – (Breann Davis/ Commissioner Larry Jensen) Move to accept and implement the credit card convenience fee for credit cards charges as presented.  
Unanimous.

- C. **Employee Retention/Hazard Pay Policy** - Brady stated that the PAT program advocated that a policy be in place. It is not anticipated that this will come into play very often and it will be useful to have if it does happen. Key wording is that it does not allow for health officers to institute the hazard pay without the approval of the board of health. Eligibility for the retention bonus is that an employee cannot have any written warnings during the period and must have been hired and/or retained during the time period being considered. Discussion followed.

**Motion** – (Commissioner Larry Jensen/Kelli Wilson) Move to accept the Employee Retention/Hazard Pay Policy as presented. Unanimous.

- VII. Environmental Health Qualifications ad Fee Structure** - Orion stated that there were questions regarding the fee schedule at the last board meeting and that he was ready to answer those questions for the board and specifically the \$79.00/hour rate. Orion reviewed the requirements to be an Environmental Health staff. In order to be considered to be an Environmental Health Scientist, a bachelor's degree in natural science or related subject, completion of the NEHA Exam plus 30 hours of continuing education every two years. It takes two years to become proficient. Orion reviewed some of the Environmental Health categories that are regulated and indicated that the amount of knowledge needed to work and regulate the different categories is extensive.

A presentation of all of the State regulations that the Environmental Health Program is charged to enforce and have to govern by. Kathi asked what Agritourism was. Orion stated that it was a rule for farms to be exempted from the FDA food codes so that they do not need to meet the minimum sanitation standards.

The fee schedule comparison was presented with comparisons of what the SEUHD charges and what other health departments in the State are charging which is substantially less. The hourly rate for onsite of \$79.00 is less than what other health departments charge. The board has always approved a 3% increase per year which helps to keep up with inflation. Rhiana asked if the fee schedule was on the website. Orion stated that it was.

Orion reviewed the expenses and revenues for the program. Expenses have almost doubled since 2016. There was a decrease in revenue in 2020 due to COVID-19 and some businesses closed. There was a \$100k deficit in 2016 with fewer employees and in 2021 a \$60k deficit with double the number of employees. The goal is to break even.

The question as to why should Carbon County subsidize Grand County arose at the last meeting. Orion stated that they are not being subsidized, Grand County has 1,210 permits and Carbon Emery Counties have a total of 180 permits. The fee structure was set up in order to keep it fair and equitable across the board for each county. Debbie asked if the number of permits were for the year 2021. Orion stated that the total was as of today. The lodging permit fees are used to protect tourist coming into the area from public health hazards. Debbie asked if campsites on national monuments required a permit. Orion stated that lodging permits did not include primitive campgrounds unless cabins are built and is mostly private campgrounds. Kathi asked how many employees are in Environmental Health. Orion stated seven including himself.

**Environmental Health update and Fee Schedule – Discission and possible approval** – Orion reviewed the red highlighted items on the fee schedule which are changes/additions to the schedule. Commissioner Larry Jensen asked monies connect go where? Orion if contaminated they have to report to health department and home is placed on list. Contamination is high mitigation co provides plan to clean and defere testing. Orion last legislative session cities and towns have legislation to force cleaning homes. Health department closes and Commissioner Larry Jensen can it be attached to tax with city or county. Orion – yes. High density assoc of apart they require a permit but no fee in order to obtain contact info. Schools is a new fee that have not been charged previously. In order to be consistent with all other permitting a \$158 fee will be instituted. Twice a year inspection. Grade not being posted Commissioner Larry Jensen a grade given to restaurants? Orion yes – so that patrons are aware of their status. \$11k is receive from the state to do inspections. Which is used within one month. Brady there are closures elsewhere but, in our communities, it is a deterrent which will get the rest attentions. The SEUHD is not shutting down housing, rest, etc. we are teaching them \$530. For hot tubs that are consistently out of compliance. That are bien gshut down which then they have to pay the fee. Facility inspections Kathi Debbie thanked SEUHD staff for their hard work in the eh program. Breann thanked staff for presentation

**Motion** – (Commissioner Larry Jensen/Breann Davis) Move to approve the Environmental Health Qualifications ad Fee Structure with changes as presented. Unanimous.

**Environmental Health Update and Fee Schedule – Discussion and possible Approval**

**VIII. Health Equity Update** – Brady stated that he started in prepared and eh. And transitioned to h eq program. Kirt did a presentation of what Debbie available to help with eh? Kirt yes – currently not doing that but can when needed. Kirt provided the board with a presentation of what He is and what it does for the communities. Kristen marsh in Moab has helped the Navajo residents in Moab with their hardship checks and is in the process of training someone in San Juan County to take that responsibility. The aim of Health Equity is to implement policies expand understanding and strengthen the capacity of communities to create their own healthy future. A comprehensive resources list has been made of all of the resource available to residents that need them which is also ON THE SEUH website. A new platform called unite us is connects social services and healthcare bridge between people and services. Debbie is it a national program. Krit all 50 states. Kathi operating our communities – Kirt yes and continue to get more partners involved. Asked board to help in spread the Debbie are health providers involved. Kirt they can be yes. By the end of the year it is expected that unite us will be available in the whole state. Then to go national. Discussion followed. Kathi asked what board members can do to support the program. Kirt stated that getting the word out to others in their communities would be helpful.

**IX. Transfer of Title of 28 S 100 E, Price Building to Carbon County Municipal Building**

**Authority – Discussion and possible approval** – Larry gone through approval process with the board to trade the 28 s for the new building and the Planning and Zoning building one snag is that the loan and the grant that were secured from CIB to do remodel would prohibit the SEUHD from owning the building. Transfer of money to someone other than county co tried to go direct and CIB would not accept app. The co wants to make sure that when the lease is up and payments end with CIB loan something in place to keep the bldg. with the hd. A letter of und was prepared to indicate that their goal is to make sure health department not evicted and a large amount of \$ is charged. Letter pat o for documents as a special warranty deed. The old bldg. trans into cc name and move 4 corners in offer \$ to the county for use of the bldg. the bldg. would be sold to them. Brady – asked board for approval to executed agreement. Debbie the state approached 4 corners a out receiving center and would be the only one in the state. As a rural pilot center the monthly will be avail July 1 2022 running in January 2023 in order to have a report for legislature for ongoing funding. Kathi stated that a receiving center is a location that provides services for 23 hours in mental health crisis with access to a doctor for medications. It will not be an overnight facility. The center will be available to all three counties. Discussion followed.

**Motion** – (Kathi Kearney/ Commissioner Larry Jensen) Move to accept and approve the Transfer of Title of 28 S 100 E, Price Building to Carbon County Municipal Building Authority as presented. Unanimous.

**X. Health Officer Report**

- A. Public Health/COVID-19/Epidemiology – Brady stated that lead testing is being offered at the SEUHD office. Headstart does some testing. A contract was obtained for a machine and doing a pilot program with a local elementary school and reaching out to doctors in the communities. The goal is to expand into other offices as well. Billed through Medicaid. Inexpensive \$10.00 fee if charged. COVID-19 numbers not concerning mld have a group of people still wanting to be tested. Trying to differentiate on those that are hospital with COVID-19 and those for COVID-19. Major with when going in for other reason. There is no concern at this time through the state. Weekly

updates will be turned up eventually. There is value in vax and for those that are high risk encourage o be tested.

- B. WIC – Nothing to report at this time. Kathi – available of formula how has impacted hd. Brady there are some formulas available. And some here. Voucher program for high-risk formula needed. Clients that work with health departments haven't had a problem getting what they need.
- C. Health Promotion - Nothing to report at this time.
- D. Building Update – The ribbon cutting and open house of the new Price office was a success. There have not been any updates regarding the WIC infrastructure funding grant as of today.
- E. Clinical Services – Sara stated that looking at avenues to advertise programs. Working on increasing in carbon emery co. and bringing more clients movie theater ads and newspaper ads. Immunization clinics for school. Regis doing vaccines clinic. Decrease in covid vax and still offering. Exploring the possibility of obtaining new shingles and meningitis vaccines.
- F. Environmental Health – Orion sta .

XI. **Board Comments – Future Discussion** – There were no additional board comments or discussions.

There being no further discussion, the meeting was adjourned.

**Meeting adjourned at 7:00 p.m.**

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Debbie Peet, Board Chair

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Bradon Bradford, Health Officer