

# Summit County Board of Health Meeting Minutes

Summit County Health Dept. Conference Room  
Park City, Utah

**Monday, June 4, 2018**

Topic	Discussion	Action or Summary
Attendance	<p><b>Board Members Present:</b> Dorothy Adams, Heidi Jaeger, Chris Ure, Marc Watterson-Chair, Ilyssa Golding, Gary Resnick, Kim Carson - Absent</p> <p><b>Staff Present:</b> Dr. Richard Bullough – Director, Aaron Newman, Phil Bondurant, Cindy Keyes, Rocky Pace, Derek Siddoway, Carolyn Rose, Nate Brooks, Lisa Yoder, Brent Ovard, Doug Clyde – County Council</p>	
Welcome and approval of minutes	<p>The meeting was called to order at 4:00 p.m.</p> <ul style="list-style-type: none"> <li>• <b>Board Member Ure made a motion to approve the minutes for the May 7, 2018 Board of Health Meeting with changes discussed. Board Member Jaeger seconded the motion. Motion passed 6-0.</b></li> </ul>	<p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>• <b>The minutes for the May 7, 2018 Board of Health meeting were approved with changes.</b></li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>• No public comment was made.</li> </ul>	
Director's Report (Budget) (Personnel)	<ul style="list-style-type: none"> <li>• Dr. Bullough is pleased with the Program Manager's engagement with the budget.</li> <li>• There is a struggle to fill the Women's Health practitioner position. The job listing has been left open and if the position is still not filled, other options for the position will be explored. Some options may be working with partners like the Peace House, making the position part-time or requesting a wage increase to meet the wage pressures in clinical services. Board Member Ure suggested working with a health care staffing solutions company to fill this position.</li> <li>• A new Environmental Health Scientist has been hired. Kelly Gallo starts work on June 11<sup>th</sup>.</li> <li>• Jean Wilson has accepted the promotion into the Administrative Assistant position in Coalville. There are 3 strong candidates for Jean's position in Park City.</li> <li>• Summit County has been awarded a National Achievement Award by the National Association of Counties for its Environmental Stewardship Collaborative. Lisa Yoder has led this group and taken the lead towards this recognition.</li> <li>• The Health Promotion staff is conducting suicide prevention training of QPR (Question, Persuade, Refer) for all Summit County employees. This training is mandatory for employees.</li> <li>• The contract with Valley Behavioral Health will expire in 2019. Aaron Newman is forming an RFP (Request for Proposal) committee and is asking for a Board Member volunteer. Video conferencing is available to attend meetings. This committee will be looking at different models to fill the need for mental health services in the county and will present the best options to the County Council. Chair Watterson and Board Member Golding volunteered for the committee.</li> </ul>	<p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>• <b>The Project Manager has had full engagement with the budget.</b></li> <li>• <b>The job listing for the Women's Health Practitioner position is still open. Other options for this position may be explored.</b></li> <li>• <b>The Environmental Health Scientist position has been filled by Kelly Gallo.</b></li> <li>• <b>Jean Wilson has taken the Administrative Assistant position in Coalville and hiring is underway to fill her position in Park City.</b></li> <li>• <b>Summit County has received a National Achievement Award for its Environmental Stewardship Collaborative.</b></li> <li>• <b>QPR training is being given to all Summit County employees.</b></li> <li>• <b>An RFP committee is being formed for mental health services. Chair Watterson and Board Member Golding have volunteered to be on this committee.</b></li> </ul>
(Highlights)		
Wastewater Discussion Continued	<ul style="list-style-type: none"> <li>• Phil Bondurant introduced the continued wastewater discussion. The discussion will be in two parts. Today's discussion will focus on perc tests and types of septic systems. The July meeting will include discussion on studies and future directions.</li> <li>• The County Council has identified water quality as one of their priorities for environmental stewardship. There has been a history of permitting relatively high-density areas of septic systems that are now beginning to fail. This has become an example on the west side of the county of what we do not want the east side to become. Zoning discussions have been taking place and have included concerns about certain types of septic systems not being appropriate in high-density areas. The Board of Health and County</li> </ul>	<p><b>Action or Summary:</b></p> <ul style="list-style-type: none"> <li>• <b>There is a need to educate the Board of Health of the types of septic systems that are available and where they are appropriate to use.</b></li> <li>• <b>Nate Brooks shared the perc test site evaluation protocol.</b></li> <li>• <b>Rocky Pace shared the</b></li> </ul>

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	<p>Council should be aware of the different types of septic systems that are used and where it would be appropriate for them to be used. There is a tendency to lump all septic systems into a negative category and push for sewer instead. Today's discussion is to understand what systems are available and where they can be used appropriately. The Board of Health has the authority to shut down homes or businesses that are in violation of septic system protocols and should be informed of what is the appropriate use.</p> <ul style="list-style-type: none"> <li>Nate Brooks shared the perc test site evaluation protocol. Any building lot that will be on a septic system must go through a perc test. A perc test measures how water moves through soil. A hole of 10 to 12 feet is dug on the property before anything else is built on the lot to conduct mock testing of soils for saturation limits. There has been a movement to soil testing more often. The soil texture, structure and water absorption characteristics are analyzed. Soil samples and perc rates must be submitted to the Health Department regardless of passing or failing. The Health Department attends every perc test. There is a site evaluation done to discuss septic options, house location, lot slope, soils, setbacks and ground water table. Some building sites will require monitoring for up to a year to determine suitability for septic systems.</li> <li>Rocky Pace shared the different types of septic technology. Most septic systems are conventional systems or alternative systems. A conventional system includes the septic tank where solids sink to the bottom, with anaerobic breakdown of waste with only water being released to the drain field. The drain field includes chambers, perforated pipe and gravel, with an aerobic breakdown of waste. The challenges of a conventional system are groundwater, surface water, bedrock, steep slopes and poor percolating soils. When a conventional septic system is not appropriate, there are alternative systems available. There are challenges with alternative systems also. The biggest challenge is small building lots with surface or ground water. There still needs to be 50 feet of separation from surface water or a well. There is more maintenance involved with an alternative system. The cost of an alternative system is about double that of the conventional system. The Board of Health does have the authority to enforce maintenance. There have been two lots within the last 5 years that have been deemed inappropriate for septic systems.</li> </ul>	<p><i>different types of septic system technology.</i></p>
Budget Discussion	<ul style="list-style-type: none"> <li>The budget analysis was given to the Board of Health. The 2018 budget is trending where it needs to be. The forecast is to have \$75,000 remaining at the end of the year. The 2019 proposed budget was discussed. There are specific needs that are included in the 2019 budget.</li> <li>A new Environmental Health Scientist will be needed in the Coalville lab. There will be a discussion about forecasting revenues through the lab and this position could eventually be funded by revenues. The part-time lab technician has been on a trial basis and the move to a full-time position will be partially funded through DEQ (Department of Environmental Quality) grant funding. The projected Environmental Health revenue is based on the new fee schedule. The key fundamental aspects of Environmental Health will be met with the 2019 budget. The budget is based on what needs to be done in the future. The programmatic risks associated with not passing this budget is not being able to grow and the program will become stagnant. This limits lab capacity and could prevent clean drinking water and put the public health at risk. Without the proposed budget, the Health Code would not be fully implemented.</li> <li>Sustainability is not in the Health Department budget yet but will eventually be included. There is an analyst position proposed in the sustainability budget.</li> <li>Board Member Ure asked why the County is not charging other departments in the County for services. The true cost of running the department is not known without those charges. Dr. Bullough stated he will</li> </ul>	<p><b>Summary:</b></p> <ul style="list-style-type: none"> <li><i>The proposed 2019 budget was discussed.</i></li> <li><i>The main concern for the Environmental Health budget was for a full-time Environmental Health Scientist in the Coalville lab.</i></li> <li><i>Sustainability is proposing an analyst position.</i></li> <li><i>Early Intervention will be putting together a report for what is needed for their program.</i></li> <li><i>The Mental Health and Substance Abuse budget is complicated. There is no request for new funding.</i></li> <li><i>The majority of the Health Department's</i></li> </ul>

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	<p>find out.</p> <ul style="list-style-type: none"> <li>• Early Intervention numbers are way up, and Jackie Swan will be getting a report together of what is needed for the Early Intervention program.</li> <li>• Mental Health and Substance Abuse is a complicated budget. The majority of the budget is pass-through money. There is not a request for new money for mental health this year. Medicaid is being cut for mental health and substance abuse. There is now a missing 80% of funding due to the Medicaid cut. The budget is reflecting the loss in matches for Medicaid. The client load has increased with fewer practitioners providing service. There are requirements for a Medicaid match for the County and Summit County needs to look into what they actually match. The Strategic Plan is driving the Mental Health and Substance Abuse budget. Chair Watterson stated that the tobacco settlement funding could go toward the loss due to Medicaid if there was enough support behind it. Dr. Bullough stated the Mental Health and Substance Abuse program is morphing the fastest of any program. One option may be for County Council to consider creating a Mental Health Agency, which would greatly change the budget. The RFP committee will consider this option.</li> <li>• The majority of the budget is salaries and benefits. The cost of running the Health Department building is another large expenditure. The public health restricted account has been used to run the building in the past and the fund is down to \$54,000. There needs to be monies available and restricted to increase the timeliness of the Health Department to respond to an emergency. The funds were obligated without the Board of Health's knowledge or approval. The restricted account is within the General Fund. The restricted account should only be used for health-related issues such as drinking water and inspections. There will be follow-up with the budget in future meetings.</li> </ul>	<p><i>budget is for salaries and benefits.</i></p> <ul style="list-style-type: none"> <li>• <i>The use of the restricted account needs to be clarified.</i></li> </ul>
<b>Board Input and UALBOH Update</b>	<ul style="list-style-type: none"> <li>• The yearly symposium training will be September 6-7. There will be training for all Board of Health members and speakers on pertinent issues. The symposium will take place in Vernal and lodging will be paid for. There will be more information to come.</li> </ul>	<p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>• <i>Yearly training will be held September 6-7 in Vernal.</i></li> </ul>
<b>Adjourn</b>	<ul style="list-style-type: none"> <li>• The meeting adjourned at 5:52 p.m.</li> <li>• <b><i>Board Member Resnick made a motion to adjourn. Motion passed 6-0.</i></b></li> </ul>	<p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>• <i>The next regular meeting will be Monday, July 2, 2018.</i></li> </ul>