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**MINUTES**

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**SUMMIT COUNTY**

Board of Health

QUINN'S BUILDING

650 ROUND VALLEY DRIVE, PARK CITY, UTAH, 84060

MONDAY, JANUARY 8, 2024

4:00 PM Welcome

Alissa Van Wie  
Heidi Gordon  
Chris Cherniak  
Dorothy Adams  
Chris Ure  
Ilyssa Golding

Phil Bondurant  
Kendra Babitz  
Michelle Downard  
Nathan Brooks  
Jennifer Bateman  
Jennifer Morrill  
Nancy Porter  
Derek Moss  
Isaac Cortes  
Penci Carreno  
Tabitha Allred

\* Absent Tonja Hanson

Consideration of Approval by the Board

Approval of December 4, 2023, Board of Health Meeting Minutes – Board of Health

Attachment: Cover Page

**Chris Cherniak made a motion to approve the December 4, 2023, Board of Health Meeting Minutes as edited in the meeting. Chris Ure seconded, and all voted in favor, (5-0).**

Approval of December 18, 2023, Board of Health Meeting Minutes – Board of Health

Attachment: Cover Page

**Chris Cherniak made a motion to approve the December 18, 2023, Board of Health Meeting Minutes. Heidi Gordon seconded, and all voted in favor, (4-0).**

Presentation of and possible action to sign Summit County Health Department 2024 Attestation Form – Dr. Phil Bondurant

Attachment: Cover Page

Attachment: Attestation Checklist\_notarized.pdf

Attachment: Utah Administrative Code 26A.pdf

Attachment: Utah Administrative Code r380-040.pdf

Dr. Bondurant led the discussion about an attestation process that is required by state statute in R380-040, as well as in state code 26A. He shared that the checklist serves a dual purpose: it looks back at what was done over the previous year and evaluates what will be focused on moving forward in the coming year. Dr. Bondurant described the various portions of the process that need to be completed in order to be in compliance.

Board Chair Alissa Van Wie asked follow-up questions about the annual independent financial audit and the annual report to the County Health Staff, to which Business Manager Jennifer Morrill answered.

Board members had no questions or concerns.

**Chris Cherniak made a motion to support the Board of Health Chair Alissa Van Wie signing off on the attestation document and checklist as presented. Chris Ure seconded, and all voted in favor, (6-0).**

Possible Approval of Summit County Health Department Fees – Dr. Phil Bondurant

Public comment regarding the proposed fees will be taken during this time.

Attachment: Cover Page

\* Dorothy Adams arrived at 4:12 PM.

Dr. Bondurant thanked the staff for being present and ensured that all questions were answered. He confirmed that the fee schedule presented to the board in November was the same as the current one, with some modifications made based on the board's suggestions. The fees were posted on the state's website, the newspaper, the county website, and the Health Department website. He shared that there were no written comments received.

Board member Chris Cherniak recalled that there was a motion to support the Health Department's portion of the 2024 county budget in the last meeting and asked if any changes had been made to the budget. Dr. Bondurant answered.

Board Chair Alissa Van Wie opened and extended the allotted time for public comment on the 2024 proposed fees.

Dr. Golding asked about line items that were eliminated, to which Nursing Director Derek Moss responded.

Board member Chris Cherniak asked clarifying questions about the water lab fees and bike helmets, which Environmental Health Director Nathan Brooks and Health Educator Tabitha Allred answered.

**Chris Ure made a motion to approve the Summit County Health Department fee schedule to take effect immediately. Chris Cherniak seconded, and all voted in favor, (6-0).**

Public Comment on non-Agenda Items.

Board Chair Van Wie opened the meeting for general public comment and on the fees at 5:02 PM.

No public comments were offered.

Board Chair Van Wie closed the meeting for public comment at 5:03 PM.

## Director and Board Final Comments

### Health Department Director's Comments

Dr. Bondurant shared that there was an appeal in August or September regarding a wastewater system on an undersized lot. The Hatch family went through a secondary process and based on the recommendation from the environmental Health Director and the findings of the report, the initial application was denied again internally at the department level. They have requested a new hearing with the Board, which will be held at the February Board meeting. Secondly, the board applications for those interested in reapplying are open and are also open to the public for Board of Health appointments starting in March of this year. The closing date is January 27th for applications. The County Administration department will contact the applicants to set up interviews sometime in February. Everyone will need to be interviewed by the county manager as part of that process. Dr. Bondurant announced that the board members will begin the review process for his performance review during a closed session scheduled for February between 3:00 and 4:00 PM.

### Board Member Comments

Board member Ure mentioned that he received a phone call from the Health Department regarding a survey on mental health. He answered the questions correctly but was unsure where the information goes. He suggested that the board should be informed of the survey results so that they know what is happening in the community. Dr. Bondurant stated that the mental health assessment is being conducted by a third-party vendor and is being run by Aaron Newman, Mental Health Coordinator, and his team. They are conducting surveys via paper, phone calls, and online surveys to canvass the entire community. Once the process is complete, the information will be given back to Aaron Newman to help build the strategic plan for mental wellness. The plan will be presented to the County Council and the Board of Health.

Board member Chris Cherniak asked about the status of the fuel tanker spill and the flu and COVID season, to which Environmental Health Director Nathan Brooks and Epidemiologist Nancy Porter responded.

Board Chair Van Wie, Dr. Golding, and board member Adams asked follow-up questions about the flu and COVID. Nancy Porter and Derek Moss answered those questions.

### Board Chairman Comments

Board Chair Alissa Van Wie asked questions about radon testing, to which Epidemiologist Nancy Porter and Environmental Health Director Nathan Brooks replied.

Nancy Porter stated that since it is Radon Awareness Month, they put up a new map on the health department website showing radon levels throughout the county and are hoping to increase awareness. Communications Coordinator Isaac Cortes provided additional information on getting radon information out for radon awareness month.

Board members provided comments and asked follow-up questions. Nathan Brooks and Nancy Porter answered those questions.

Dr. Bondurant provided additional information on radon testing.

\* The next meeting will be on the 5th of February, starting at 3:00 PM for a closed session.

Meeting Adjournment at 5:04 PM.

**Chris Cherniak made a motion to approve meeting adjournment at 5:04 PM. Chris Ure seconded, and all voted in favor, (6-0).**

**Full Board of Health recording is available at [summitcounty.org](http://summitcounty.org)**

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