



PUBLIC HEALTH BOARD MEETING
735 S 200 W, Blanding, Utah 84511. Conference Room
February 13, 2025 at 12:00 PM

MINUTES

CALL TO ORDER

The meeting was called to order at 12:12 pm by *Board Vice-Chair* Sylvia Zhonnie,

1. Roll Call 12:12 PM

Board Vice-Chair Sylvia Zhonnie, *Board Member* Suzette Morris, *Board Member* Steve Hiatt, *Board Member* Lois Young, *County Commission Representative* Jamie Harvey, *Public Health Director* Mike Moulton, *Administrative Assistant/Recorder* Chante Sherrow, *Business Manager* Tyler Ketron and *Environmental Health Director* Dennis Shumway

APPROVAL OF MINUTES

2. Approve Meeting Minutes from December 4, 2024

- Lois Young- to discuss the last sentence of the Tooele County History and Bylaws and include it on the next meeting agenda

Motion to approve: Suzette Morris

Seconded: Lois Young

Approved: by all

Jamie Harvey abstains and will review them later

Approve Today's Agenda

Approval of agenda

Motion Lois

Second Steve

Approved by all

PUBLIC COMMENT

INFORMATIONAL/RECOGNITION ITEMS

3. Recognize Mike Moulton as the Interim Public Health Director

- Jamie comments that he has reached out to DHHS Utah and is planning an in-person meeting with Mike and Ron, and is extending the invitation to board members to come and make connections with DHHS. Hoping to get a complete list of state contracts and grants in place and their reporting requirements. Wants to discuss the job description for the public health director. He wants to discuss the possibility of changing the education requirement for the Public Health job description. Steve and Lois agreed with Jamie's approach and offered more discussion about the value of experience as well. Steve proposed changing it from a master's to a bachelor's degree or several years of direct administrative experience in public health. Sylvia recommended that Mike, Lois, Steve, and any other board member that has any recommendations, to prepare and send their thoughts to Ron in preparation for further discussion at the upcoming meeting.

4. Current Open Positions

- Nursing Director: Held interviews with 2 candidates, made a decision, and forwarded that decision to human resources to send the offer letter.
- Children with Special Health Care Needs Care Coordinator: In-house hiring with one of our nurses. Awaiting paperwork.
- Front Desk Assistant: No traction. Do have the funds to have full time, but it will be part time.

5. Administrative Communications - Ron Skinner

- Move to next meeting because Ron was not in attendance

6. Presentation: Dennis Shumway, Environmental Director

- Short-term lodging annual registration fee
- We're offering a service to tourism
- 300-450 nightly rental establishments in San Juan County (Airbnb and hotels)
- Funds to go to the environmental department and hire front desk help to help issue permits.
- Is this something to pursue, and would the board support it?

Move to the next meeting under the business action items

7. Contracts Review

- Mike reviewed contracts that were amended.
- Sylvia -Boards are entitled to know what the amendments are and to discuss it.

8. Follow Up Items (Discussion) Move forward to the next meeting with bulletins

9. Consider Upcoming Agenda Items

- Suggested job language for the Public Health Director
- Administrative Communication

10. Propose Locations and Times for Future Meetings

- Montezuma Creek UNHS Conference Room on Tuesday April 22nd
- Jamie Harvey excused at 1:18 (dropped connection)
- Sylvia will check availability and get back with Mike and Ron.

DIRECTOR'S REPORT

Mike: Discussed the ongoing in the office

Suzette: Getting familiar with contracts

Sylvia: To have department state accomplishments

BUSINESS ACTION ITEMS

Sylvia: to have all action items separate from the information item

CONFIRM FUTURE MEETING TIME & LOCATION

- Montezuma Creek UNHS Conference Room on Tuesday April 22nd
- Jamie Harvey excused at 1:18 (dropped connection)
- Sylvia will check availability and get back with Mike and Ron.

ADJOURNMENT

Motion: Steve Hiatt at 1:27 pm

Second: Lois

Approved: All

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