

San Juan County Board of Health

Meeting Minutes

March 4, 2021

735 S 200 W, Blanding Utah

Digital Attendance: <https://meet.google.com/zof-bjxt-iuf>

Join by Phone: (US) +1 409-999-3134 PIN: 378 753 011#

The following individuals were present for all, or portions of the meeting:

Board Chair: Logan Monson

Board Member: Debbie Benally

Board Member: Gary Suttlemyre

Board Member: Suzette Morris

County CAO: Mack McDonald

Interim Director of Health: Mike Moulton

Business Manager: Carver Black

Environmental Health Director: Ronnie Nieves

The following individuals were absent for the entire meeting:

Board Member: Lois Young

Board Member: Dr. Phillip Smith

Board Member: Commissioner Willie Grayeyes

- 1. Welcome and Call to Order:** Chairperson, Logan Monson, called the meeting to order at 12:16 p.m.
- 2. Minutes Approval:** Motion was made by Gary Suttlemyre to approve the minutes of 4 Mar 2021. The motion was seconded by Suzette Morris and passed unanimously.
- 3. Departmental Updates:** Mike Moulton gave updates on each department. Health Promotion has an upcoming health fair and is more involved as COVID cases are declining. WIC patients are beginning to see our nurses and have their visits in person again. He also gave an update on COVID-19 vaccinations and cases and presented the numbers as of May 5. San Juan Public Health had administered 2,214, UNHS had administered 10,436 vaccines, San Juan Clinic had administered 400 vaccines, and Main Street Drug and Boutique had administered 37 vaccines.
- 4. Financial Report:** Carver Black presented an expenditure report for the calendar year to-date. COVID-19 costs continue to be the majority of the expenses for the department. January through March had total revenues of \$259,665.83 and total expenses of \$255,211.37, resulting in total operations of a positive \$4,454.46.
- 5. Appointment of Interim Health Officer:** Mike Moulton was recognized as serving as Interim Health Officer since Director Bengé's departure. Gary and Logan expressed concern about hiring a permanent Health Officer as soon as possible. Mack McDonald stated that organizational structure was being looked at, and that the county was awaiting a response from the attorney. Gary expressed concern that the county was taking on responsibilities that belong to the Board of Health, as it is the Board's job to review applications and hire a qualified Health Officer. Logan

asked if the job listing was still posted and if any applicants have received a response. Mack mentioned that the position was no longer being advertised and was unaware if the applicants had received a response. He stated that he would check with the Human Resources Generalist. Logan Monson requested from Mack that the Board be given the applications so that the Board could review them. Gary agreed. No definitive answer was received, but Mack stated that he would like to receive an answer on restructuring the department before the applications are reviewed by the Board. Logan expressed concern that a lack of communicating with and interviewing applicants in a timely manner would cause the department to lose the applicants. The Board would like to move forward, but the county's possible plans for restructuring the department is causing delays. Logan stated that an Interim Health Officer needs to be appointed regardless of what happens with a permanent director. **Motion was made by Gary Suttlemyre to appoint Mike Moulton as Interim Health Officer for the San Juan Public Health Department. The motion was seconded by Suzette Morris.**

Logan Monson – Aye
Debbie Benally – Aye
Gary Suttlemyre – Aye
Suzette Morris – Aye

The motion was passed unanimously.

- 6. Consideration and Approval of Maternal and Child Health FFY 2021 Amendment 2:** The amendment increases the funding amount for this contract by \$17,776. The new total funding amount is \$32,320 of federal funds. **Motion was made by Gary Suttlemyre to approve the amendment and was seconded by Suzette Morris.**

Logan Monson – Aye
Debbie Benally – Aye
Gary Suttlemyre – Aye
Suzette Morris – Aye

The motion was passed unanimously.

- 7. Consideration and Approval of COVID Community Partnership Project Amendment 1:** The changes to this contract include: amending the amount from \$27,158.40 to \$51,147.80, the termination date is extended to July 31, 2021, and the Special Provisions has been updated/amended. **Gary Suttlemyre motioned to approve the stated amendment. Debbie Benally seconded the motion.**

Logan Monson – Aye
Debbie Benally – Aye
Gary Suttlemyre – Aye
Suzette Morris – Aye

The motion was passed unanimously.

- 8. Consideration and Approval of Tobacco Contract FY21-FY25 Amendment 1:** The CDC grant periods (section III, part B, items 1 & 2) have been updated. **Gary Suttlemyre motioned to approve the Tobacco Contract FY21-FY25 Amendment 1. Debbie Benally seconded the motion.**

Logan Monson – Aye
Debbie Benally – Aye
Gary Suttlemyre – Aye
Suzette Morris – Aye

The motion was passed unanimously.

- 9. Bluff Mask Mandate Request:** Mike Moulton described the request that had been made by the Bluff mayor to impose a mask mandate in the city. Mack McDonald, County CAO, was writing a letter to her. Mike mentioned that as the requirements had been met on Tuesday for the State of Utah, and that Bluff could no longer impose a mandate but that the mandate was not justified with the COVID cases in the first place.

- 10. Review and Discuss Implementation of HB 94:** HB 94 is legislation that went into effect on May 5, 2021. HB 94 or Microenterprise Home Kitchen Amendments, grants authority to the health departments to issue Microenterprise Home Kitchen Permits and to limit the number of said permits. A discussion was opened, and it was decided that the department would look into whether or not the law required public health departments to offer the permits or if it was just an option. A decision will be made at a later date.

- 11. Review and Revise Fee Schedule for Adoption in 2021:** The Vital Records Fee Schedule was presented to the board as it was passed by the Utah Legislature. The new fee schedule will be effective beginning July 1, 2021. **Action was taken contingent upon a response from the county attorney regarding a public hearing. Gary Suttlemyre motioned to approve the Vital Records Fee Schedule for 2021. The motion was seconded by Suzette Morris.**

Logan Monson – Aye
Debbie Benally – Aye
Gary Suttlemyre – Aye
Suzette Morris – Aye

The motion was passed unanimously.

Another fee schedule was presented to the board reflecting changes in the environmental and tobacco fees. The fee for Swimming Pool Annual permits was increased from \$100 to \$200, but the sampling fee for swimming pools was removed. The \$200 fee will compensate for the removal of the sampling fee. The \$30 water sampling fee for wells will remain at \$30, but will be a self-service item. The \$30 will cover shipping and lab fees. A new item will be added for the health department to do the sample. The fee will be \$80 plus a travel surcharge. The travel surcharge will be reduced from the prior schedule to reflect the federal mileage reimbursement rate for 2021. The fee was changed to charge all applicantes \$0.56 per mile (round trip) based on the mileage from the San Juan Public Health office in Blanding. Previously the fee was only for applicants more than 15 miles from Blanding/Monticello. The surcharge was clarified. Tobacco fines were updated to match S.B. 189, effective May 5, 2021. Third Tobacco Retail Permit violations will be brought to the Board. **Action was taken contingent upon a response from the**

county attorney regarding a public hearing. Suzette Morris motioned to approve the Vital Records Fee Schedule for 2021. The motion was seconded by Suzette Morris.

Logan Monson – Aye

Debbie Benally – Aye

Gary Suttlemyre – Aye

Suzette Morris – Aye

The motion was passed unanimously.

- 12. Review and Revise Bylaws of the San Juan County Board of Health:** Logan Monson reviewed a few items with the Board. He mentioned that the current Bylaws state that board members will serve for four-year terms. However, state code states that the board members shall serve for three year terms. Logan recommended the change to be compliant with state code. However, there was no motion to approve change. It will be discussed at a later date.
- 13. Friends of Public Health Award Nominations:** Every year the board nominates a recipient of the Friends of Public Health Award. The Board discussed options and nominated Utah Navajo Health Systems to receive the award for their significant impact on the health of county residents, especially regarding the effort their employees have made to handle COVID-19. UNHS has vaccinated over 10,000 people.
- 14. Board Member Comments:** No comments or concerns were expressed by the Board.
- 15. Public Comments:** None were received.
- 16. Next Meeting, Date, and Agenda Items:** June 17 at 12:00 p.m. If needed a public hearing will be held at this date based on the response of the county attorney's office.
- 17. Adjournment:** Motion was made by Gary Suttlemyre to adjourn the meeting at 1:51 p.m. Suzette Morris seconded the motion, and the motion was passed unanimously.