



# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
 PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

### Members Present:

Name	
Erin Maughan, PhD	✓
Clyde Nielsen, RPh	✓
Dennis Hess, MD	✓
Saundra M. Huff	✓
Chris Sorensen	✓

Name	
Viola Ramos, MRC	✓
Gary Anderson, Commissioner	✓
Diane Lohner	✓

**Others present:** Dr. Joseph Miner - Executive Secretary, Debbie Eyre - Board Secretary, Ralph Clegg - Deputy Director

Utah County Health Department: Tyler Plewe, Jan Rogers, Terry Beebe, Amy Cornell-Titcomb, Lynn Flinders, Toni Carpenter, Andrea Jensen, Andrea Shoell, Eric Edwards, Stephanie Bennion, Kari Schmidt, Patty Cross, Ashlee Peterson, Pauline Hartvigsen

Spencer Hall - USDC, Heidi Toth - Daily Herald, Leisa Finch - Utah State Health Department, Eli Rhoades - BYU Student, Donald Meyers - Salt Lake Tribune, Kathy Froerer - UALHD

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**MOTION:** Saundra Huff made the motion to nominate Dr. Hess as Board Chair, but he respectfully declined so she nominated Dr. Erin Maughan to serve as Board Chair which was seconded by Dr. Hess. Commissioner Anderson moved that they suspend the rules and elect Dr. Maughan

by acclamation. This was seconded by Ms. Huff and passed by unanimous vote. Dr. Hess will continue to serve as Vice Chair.

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3. Approval of minutes of the July 26, 2010 meeting

**MOTION:** Sandra Huff made the motion to approve the minutes, which was seconded by Dianne Lohner and passed by unanimous vote.

4. Follow up of the July 26, 2010 hookah pipe tobacco smoke public hearing: Consider a policy to regulate the hookah pipe tobacco smoke, according to the Utah Indoor Clean Air Act (UICAA), until the Utah Department of Health updates the UICAA rule

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**MOTION:** Dr. Hess made the motion to adopt a policy to regulate hookah pipe tobacco smoke according to the Utah Indoor Clean Air Act (UICAA) until the Utah Department of Health updates the UICAA rule. This was seconded by Dianne Lohner and passed by unanimous vote.

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b. Body Art fees -

Current fee: \$190/facility + \$25 for each station. Inspection of body art facilities doesn't take very long to do, but assuring sanitary procedures are followed by individual technicians takes considerable time. They recommend reducing the fee per facility from \$190 to \$100, eliminating the \$25/station fee but adding a yearly fee of \$85 for each technician. This reflects much more accurately the cost of inspecting these facilities.

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This includes request for variances from rule and regulation requirements we have to enforce. Some are simple and don't require a lot of time and effort to do. These would have no fees charged. Others can be quite complicated. The proposal was to charge a \$60/hour fee for variance requests which are time consuming. The initial 1 ½ hour would be no charge. Anything longer than that would be charged \$60 an hour. Some swimming pool requests are more time consuming and complicated to find acceptable safe variances to current regulations.

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Replacement of a food handler permit and issuing a Utah County food handler permit to someone already permitted elsewhere in Utah would also be \$5.

e. Registered pool operator -

Presently every pool in the county has to have a certified pool operator. After taking the course, the individual registers with the health department for a \$30 fee. A few individuals are the designated operators for many pools (up to 40), but it's impossible to manage that many, so the health department has a maximum limit of 12 pools per individual certified pool operator. The staff also recommends a charge of \$30 for each location. This is a one time registration fee. If the individual registers for pools at another location, another \$30 fee will be assessed.

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The fee was changed from \$115 to \$125 for both because inspection time for both is basically the same. The difference between the two classes is size and seating.

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i. Temporary mass gatherings -

City celebrations that go on year after year are required to submit plan reviews and pay \$115 per review. If they don't give us 2 weeks notice, they are charged \$135. Some of these events have been going on for many years and the health department is very familiar with the plan reviews, so the health department recommends doing away with the plan review fee for these every-year events and just charging \$60/hour for the inspection fee. A first-time mass gathering requiring a plan review will be charged \$60/hour if done during working hours, and \$75/hour if done on a holiday or weekend.

## Clinic Services

- a. Chest x-ray costs have increased from the hospital, so the proposed fee for screening x-rays for TB is \$50. This is still a very good price in comparison to what the usual hospital charges would be for chest x-rays.

- b. The school immunization exemption fee of \$13 which has been equal to the administration fee for one dose of vaccine is recommended to go to \$25 per child one time only and not annually. Identifying un-immunized children and notifying their parents for exclusion and reinstatement over and over is time consuming and expensive.

**MOTION:** Dr. Hess made the motion to approve the fee schedule presented including the recommended changes. This was seconded by Clyde Nielsen and passed by unanimous vote.

7. Revision of the proposed Employee Mandatory Immunization Policy was discussed.

Dr. Miner explained the latest draft of a mandatory immunization policy for employees.

To avoid exposing clients to diseases, the policy would require employees who work with children under two years of age or immuno-compromised individuals to be immunized. The Board discussed accommodating employees with medical, religious, or personal reasons they cannot be immunized. Dr. Miner explained that those individuals would be allowed to work in these settings if they are wearing an N-95 respirator mask.

Attorney Dianne Orcutt will review the policy with the Personnel Department and report back at the next meeting.

**MOTION:** Diane Lohner made the motion requesting Ms. Orcutt discuss this issue with Personnel and report back at our next meeting to finalize the policy. The motion was seconded by Commissioner Anderson and passed by unanimous vote.

8. Medical Reserve Corps - Jan Rogers and Amy Cornell-Titcomb

Jan Roger - Chair of the Health Care Coalition for the Central Region (Wasatch and Utah Counties), explained the Medical Reserve Corp. (MRC). The MRC is part of the emergency response team from the health department and is run with medical and non medical personnel.

The number one goal of the MRC is to credential and train volunteers to be able to respond to medical crises or surges associated with public health disasters. Wasatch County and Utah County Health Departments and all the hospitals in the area are represented and work together.

Amy Cornell-Titcomb explained the three full-scale exercises the Coalition has conducted.

9. Recognition of the Utah State Developmental Center by the Coalition for a Tobacco-Free Utah

Kari Schmidt and Stephanie Bennion from the Tobacco Prevention and Control program presented an award to Spencer Hall from the Developmental Center for protecting the health and well-being of their employees, volunteers, and residents at the Center and public visitors by adopting the campus-wide tobacco free policy which began April 21, 2010.

Ms. Schmidt explained the Health Department offered a smoking cessation program for the employees and volunteers which was well received. Many employees were able to quit a life-long habit of smoking.

10. Orientation manual for local boards of health members

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11. Report of the Utah Association of Local Boards of Health Annual Meeting

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Dr. Maughan shared her great experiences from her overseas humanitarian projects to Ecuador and the South Pacific.

Dr. Miner recommended Board members review their copies of the 2009 Annual Report.

14. Next Meeting - November 22 in the H&J Building, Suite 2500

**MOTION:** Commissioner Anderson made the motion to adjourn, which was seconded by Diane Lohner.

Meeting adjourned at 6:00 p.m.

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Joseph K. Miner, M.D.  
Executive Director  
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Erin Maughan, PhD., RN, Chair  
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Erin Maughan, PhD., RN, Chair  
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# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
 PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

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Clyde Nielsen, RPh	✓
Dennis Hess, MD	✓
Saundra M. Huff	✓
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**MOTION:** Dr. Hess made the motion to approve the fee schedule presented including the recommended changes. This was seconded by Clyde Nielsen and passed by unanimous vote.

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Dr. Miner explained the latest draft of a mandatory immunization policy for employees.

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Dr. Miner recommended Board members review their copies of the 2009 Annual Report.

14. Next Meeting - November 22 in the H&J Building, Suite 2500

**MOTION:** Commissioner Anderson made the motion to adjourn, which was seconded by Diane Lohner.

Meeting adjourned at 6:00 p.m.

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Joseph K. Miner, M.D.  
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Erin Maughan, PhD., RN, Chair  
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# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

### Members Present:

Name	
Erin Maughan, PhD	✓
Clyde Nielsen, RPh	✓
Dennis Hess, MD	✓
Saundra M. Huff	✓
Chris Sorensen	✓

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Viola Ramos, MRC	✓
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Erin Maughan, PhD., RN, Chair  
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# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
 PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

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Dennis Hess, MD	✓
Saundra M. Huff	✓
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Attorney Dianne Orcutt will review the policy with the Personnel Department and report back at the next meeting.

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Dr. Miner recommended Board members review their copies of the 2009 Annual Report.

14. Next Meeting - November 22 in the H&J Building, Suite 2500

**MOTION:** Commissioner Anderson made the motion to adjourn, which was seconded by Diane Lohner.

Meeting adjourned at 6:00 p.m.

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Joseph K. Miner, M.D.  
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Erin Maughan, PhD., RN, Chair  
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# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

### Members Present:

Name	
Erin Maughan, PhD	✓
Clyde Nielsen, RPh	✓
Dennis Hess, MD	✓
Saundra M. Huff	✓
Chris Sorensen	✓

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Viola Ramos, MRC	✓
Gary Anderson, Commissioner	✓
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**Others present:** Dr. Joseph Miner - Executive Secretary, Debbie Eyre - Board Secretary, Ralph Clegg - Deputy Director

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Erin Maughan, PhD., RN, Chair  
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# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
 PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

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Dennis Hess, MD	✓
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Dr. Miner recommended Board members review their copies of the 2009 Annual Report.

14. Next Meeting - November 22 in the H&J Building, Suite 2500

**MOTION:** Commissioner Anderson made the motion to adjourn, which was seconded by Diane Lohner.

Meeting adjourned at 6:00 p.m.

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Joseph K. Miner, M.D.  
Executive Director  
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Erin Maughan, PhD., RN, Chair  
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# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
 PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

### Members Present:

Name	
Erin Maughan, PhD	✓
Clyde Nielsen, RPh	✓
Dennis Hess, MD	✓
Saundra M. Huff	✓
Chris Sorensen	✓

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Viola Ramos, MRC	✓
Gary Anderson, Commissioner	✓
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**Others present:** Dr. Joseph Miner - Executive Secretary, Debbie Eyre - Board Secretary, Ralph Clegg - Deputy Director

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Meeting adjourned at 6:00 p.m.

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Erin Maughan, PhD., RN, Chair  
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# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
 PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

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Clyde Nielsen, RPh	✓
Dennis Hess, MD	✓
Saundra M. Huff	✓
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**MOTION:** Dr. Hess made the motion to approve the fee schedule presented including the recommended changes. This was seconded by Clyde Nielsen and passed by unanimous vote.

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Attorney Dianne Orcutt will review the policy with the Personnel Department and report back at the next meeting.

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Jan Roger - Chair of the Health Care Coalition for the Central Region (Wasatch and Utah Counties), explained the Medical Reserve Corp. (MRC). The MRC is part of the emergency response team from the health department and is run with medical and non medical personnel.

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Dr. Maughan shared her great experiences from her overseas humanitarian projects to Ecuador and the South Pacific.

Dr. Miner recommended Board members review their copies of the 2009 Annual Report.

14. Next Meeting - November 22 in the H&J Building, Suite 2500

**MOTION:** Commissioner Anderson made the motion to adjourn, which was seconded by Diane Lohner.

Meeting adjourned at 6:00 p.m.

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Joseph K. Miner, M.D.  
Executive Director  
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Erin Maughan, PhD., RN, Chair  
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# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

### Members Present:

Name	
Erin Maughan, PhD	✓
Clyde Nielsen, RPh	✓
Dennis Hess, MD	✓
Saundra M. Huff	✓
Chris Sorensen	✓

Name	
Viola Ramos, MRC	✓
Gary Anderson, Commissioner	✓
Diane Lohner	✓

**Others present:** Dr. Joseph Miner - Executive Secretary, Debbie Eyre - Board Secretary, Ralph Clegg - Deputy Director

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**MOTION:** Saundra Huff made the motion to nominate Dr. Hess as Board Chair, but he respectfully declined so she nominated Dr. Erin Maughan to serve as Board Chair which was seconded by Dr. Hess. Commissioner Anderson moved that they suspend the rules and elect Dr. Maughan

by acclamation. This was seconded by Ms. Huff and passed by unanimous vote. Dr. Hess will continue to serve as Vice Chair.

Dr. Miner reported that the County Commission has appointed Mayor Jim Dain of Lindon City to fill the remaining 26 months of Mayor Washburn's unexpired term through 2012

Dr. Maughan chaired the remainder of the meeting.

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**MOTION:** Sandra Huff made the motion to approve the minutes, which was seconded by Dianne Lohner and passed by unanimous vote.

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Meeting adjourned at 6:00 p.m.

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Joseph K. Miner, M.D.  
Executive Director  
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Erin Maughan, PhD., RN, Chair  
Utah County Board of Health



# UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE  
 PROVO, UTAH 84601

## MINUTES

*September 27, 2010*

### Members Present:

Name	
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Clyde Nielsen, RPh	✓
Dennis Hess, MD	✓
Saundra M. Huff	✓
Chris Sorensen	✓

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Viola Ramos, MRC	✓
Gary Anderson, Commissioner	✓
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**Others present:** Dr. Joseph Miner - Executive Secretary, Debbie Eyre - Board Secretary, Ralph Clegg - Deputy Director

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Dr. Maughan chaired the remainder of the meeting.

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The following fees were proposed: The per day fee will be discontinued. Instead, permits will be issued for: 1) Single events up to and including 6 days, 2) 7-14 consecutive days, 3) Events such as farmers' markets that operate seasonally for 3 or 4 months every Saturday, 4) Multiple event fee for a food service operating at various event locations all summer long, and 5) Other events such as crafts boutiques and others that operate throughout the year. The vendor would only have to pay one fee which would cover them for the entire year. The multiple events fees are a little higher, but if a vendor operates at more than eight events, it would actually lower their total fee for the year.

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This includes request for variances from rule and regulation requirements we have to enforce. Some are simple and don't require a lot of time and effort to do. These would have no fees charged. Others can be quite complicated. The proposal was to charge a \$60/hour fee for variance requests which are time consuming. The initial 1 ½ hour would be no charge. Anything longer than that would be charged \$60 an hour. Some swimming pool requests are more time consuming and complicated to find acceptable safe variances to current regulations.

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The fee was changed from \$115 to \$125 for both because inspection time for both is basically the same. The difference between the two classes is size and seating.

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