



UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE
PROVO, UTAH 84601

MINUTES

January 24, 2011

Members Present:

Name	
Erin Maughan, PhD	✓
Clyde Nielsen, RPh	excused
Dennis Hess, MD	✓
Saundra M. Huff	excused
Vernon Henshaw	✓

Name	
Viola Ramos, MRC	✓
Mayor Jim Dain	✓
Doug Witney, Commissioner	✓
Diane Lohner	✓

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

Utah County Health Department: Terry Beebe, Dave Johnson, Steve Alder, Lynn Flinders, Lance Madigan, Eric Edwards

Dianne Ocrutt - Utah County Attorney, Casey Allen - Commission Office, Don Meyers - SL Tribune, Tiffany Morgan - Utah Valley University, Joyce Mitchell - FCA of Utah

- Welcome and Introductions - Dr. Maughan welcomed everyone and introduced two new board members - Superintendent Vernon Henshaw from Alpine School District who has been reappointed now for another term after completing a previous term 8 years ago, and Utah County Commissioner Doug Witney
- As this is the first meeting of the year, the Board discussed and elected a Chair and Vice Chair.

MOTION: Mayor Dain made the motion to elect by acclamation Dr. Erin Maughan to remain as Board Chair, which was seconded by Commissioner Witney and passed by unanimous vote.

MOTION: Mayor Dain made the motion to elect by acclamation Dr. Hess to remain Vice Chair, which was seconded by Diane Lohner and passed by unanimous vote.

- Approval of minutes of the November 22, 2010 meeting

MOTION: Dr. Hess made the motion to approve the minutes, which was seconded by Viola Ramos and passed by unanimous vote.

4. Temporary Food Business Regulation and Inspection Fees change recommendations. A review of recently approved fees for temporary food businesses revealed some flaws in the schedule which for example made buying two 1-day passes less than a 2-day pass.

Dave Johnson from Environmental Health explained the proposed changes to the temporary food permits which are:

- 1-2 day event: low-risk \$25, medium-risk \$50, high-risk \$75
- 3-6 day event: low-risk \$50, medium-risk \$100, high-risk \$150
- Permit requests less than two business days before the event - permit fee + \$25
- Operating without a permit - permit fee + \$100

Terry Beebe, Division Director of Environmental Health, explained high risk foods are those which easily grow bacteria and are prepared off site and therefore require cooling and reheating before serving. Medium risk are those foods which easily grow bacteria but are prepared on-site. Low risk foods are those which have much less chance of being contaminated or growing bacteria like popcorn, shaved ice, etc. The definition of these foods have already been adopted in the current regulation.

MOTION: Mayor Dain made the motion to adopt the recommended changes, which was seconded by Dr. Hess and passed by unanimous vote.

5. Employee Immunization Policy update of exemptions for new employees

The Board has already adopted a mandatory immunization policy for employees who work with vulnerable clients such as those under two years of age. This policy does allow exemptions from this requirement for employees with medical, religious, or personal/philosophical reasons.

Medical and religious reasons are legally protected categories which must be allowed.

Dr. Miner and the staff are recommending the Board clarify in the policy that the philosophical or personal opposition to immunizations be limited to established merit employees only. Therefore, prospective employees who apply to work with vulnerable clients would not be allowed the personal/philosophical exemption. If the Board and County Commission adopt this addition to the policy, the Personnel Department will include this statement in the job description: "Employees working around children under two years of age or immunocompromised as determined by the department shall have current Tdap, influenza, chicken pox, and MMR immunizations or have documented immunity against those diseases. Applicants with documented medical or religious exemptions for immunizations will be required to wear an N-95 mask at all times when they work in these areas."

County Attorney Diane Orcutt said the policy would be reviewed by the County attorneys before County Commission approval.

MOTION: Viola Ramos made the motion to adopt the policy pending legal and Commission approval, which was seconded by Dr. Hess and approved by unanimous vote.

6. Review for approval of the APEX-PH Plan

Ralph Clegg explained that at the end of 2009, the Board gave approval for the Health Department to conduct the APEX-PH process (Assessment Protocol for Excellence in Public Health). Using over 180 indicators, a self evaluation was done of the entire Department. Based on the assessment, key staff came up with an overall rating and followed up with group discussions. Part of the process included an assessment from the Board of Health where they were asked for feedback as well. All the information was compiled and used to point out our strengths and weaknesses. Twenty-six indicators were chosen to focus on as part of the strategic plan for the Health Department. Mr. Clegg explained that in the past, the Department has had great success with the process.

The Board asked if the Health Department had a disaster plan in place and Mr. Clegg explained that the Health Department has a full-time Emergency Response Coordinator on staff, along with a comprehensive emergency response plan for all hazards. Staff work closely with the sheriff's office and local and regional preparedness committees. Staff members also work with the hospitals on surge capacities and mass casualties. Phone banks are also available for taking calls in the event of an emergency.

MOTION: Superintendent Henshaw made the motion to adopt the APEX-PH plan, which was seconded by Viola Ramos and passed by unanimous vote.

Mr. Clegg agreed to bring updates to the APEX-PH plan as necessary.

7. Smoke-Free Campus Publicity

Dr. Miner explained that on March 24, 2009 the County adopted a policy that smoking was not allowed in or around the County facilities. The Health Department serves many families with pregnant women, babies, and small children and wants to avoid exposing them as well as employees and the general public to second-hand smoke at the entrances of our facilities. Health Promotions staff had "no smoking" signs made and posted and a media event was held to remind and inform the public. Three television stations and newspapers were represented. Enforcement will be frequent reminders to educate and minimize confrontation. Employees who smoke must also comply with the policy. The Health Department offers smoking cessation classes free of charge to anyone, including employees, who wish to stop smoking.

8. 2011 Legislature Information

Dr. Miner handed out a list of proposed health-related legislation and commented on a few. H.B. 18 would offer State employees high deductible health plans and health savings accounts, H.B. 13 would authorize teen mothers to consent to receive their own immunizations, H.B. 8 is the Social Services budget, H.B. 192 would place a nurse practitioner on the Controlled Substance Advisory Committee, H.B. 204 would require athletes with head injuries to receive a medical

clearance before participating in nonprofessional athletic programs, H.B. 200 would prohibit the sale of synthetic spice to persons younger than 19. Detailed information is available at utahlegislature.gov.

9. New Employees

Dr. Miner reviewed the list of newly hired employees and those leaving. The large majority of new employees are part-time/temporary positions, limited to less than 1,000 hours per year.

10. Other Business

- a. A 2011 Board of Health meeting schedule and an updated Board roster were handed out.
- b. Eric Edwards, Health Promotions Division Director, announced the upcoming annual Global Family Health Conference at Brigham Young University on March 18, 2011. Two leading experts from Johns Hopkins University will be presenting. A flyer was handed out to the Board to share with their constituents. The Health Department will pay the tuition for any board member wishing to attend.
- c. Lynn Flinders, Director of Nursing, passed out a flyer announcing a flu vaccine mass clinic on Groundhog's Day February 2. People who bring a can of food for the Food Bank will receive a free flu shot. Ms. Flinders explained this mass clinic is funded by our Preparedness Grant which helps us prepare to conduct mass flu clinics.
- d. The Utah Association for Local Boards of Health asked the Board for any suggestions they might have for topics for future meetings. Dr. Maughan will email the Board a survey to fill out and return.
- e. In response to her prior request, Dr. Maughan noted that Clyde Nielsen conducted a community survey with the clients who came to the pharmacy where he works in Spanish Fork. She asked the other Board members to feel free to bring feedback from the agencies and people they work with to future Board of Health meetings.

MOTION: Dr. Hess made the motion to adjourn, which was seconded by Viola Ramos and passed by unanimous vote.

11. Next meeting - March 28, 2011 in the H&J Building, Suite 2500

Meeting adjourned at 5:05 p.m.

Joseph K. Miner, M.D.
Executive Director
Utah County Health Department

Erin D. Maughan, RN, Chair
Utah County Board of Health