



UTAH COUNTY BOARD OF HEALTH

151 SOUTH UNIVERSITY AVENUE
PROVO, UTAH 84601

MINUTES August 17, 2015

Members Present:			
Clyde Nielsen, RPh, Chair	X	Teresa Tavares, Vice Chair	X
Gaye L. Ray, RN	Excused	Mayor Jeff Acerson	Excused
Superintendent Keith Rittel	X	Diane Lohner	Excused
Dianne C. Carr	X	Commissioner Larry Ellertson	X
Henry M. Yeates, MD	X		

Others present: Dr. Joseph Miner –Utah County Health Department (UCHD) Executive Director
 Debbi Solen – UCHD Secretary
 Number of people in attendance – 3

1. Welcome and Explain the Purpose of the Special Meeting of the Board

A special meeting was called as there will be a Local Health Officer vacancy as Dr. Miner has been appointed by Governor Herbert to be the State Director of Health. According to Utah Code 26A-1-110 subsection 4: "In the absence or disability of the local health officer, or if there is a vacancy in that office, the board shall appoint an acting health officer for a temporary period not to exceed one year. The appointment shall be ratified by the county executive of the county or counties in the local health department."

The Board has the choice to appoint an Interim Local Health Officer and after an appointment has been made the County Commission has the opportunity to ratify the decision.

MOTION: Commissioner Ellertson made the motion to close the meeting to immediately discuss the mental competence and physical personal health of Ralph Clegg for the position of Local Health Officer which was seconded by Dianne Carr and passed by unanimous vote.

2. Closed Session to discuss personnel decisions on appointing an Interim Executive Director and to discuss the process for appointing a New Permanent Executive Director

MOTION: Dr. Yeates made the motion to go back to an open meeting, which was seconded by Dianne Carr and passed by unanimous vote.

3. Resume Open Meeting for motions regarding the position of Executive Director

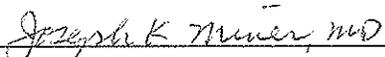
MOTION: Keith Rittel made the motion to appoint Ralph Clegg as the Interim Local Health Officer and to adjust his salary in accordance with Utah County policy for a period not to exceed one year. This was seconded by Teresa Tavares and passed by unanimous vote.

MOTION: Teresa Tavares made the motion to establish a committee to work with Utah County's Personnel Department to write a job description for a Local Health Officer (Executive Director) and set the compensation level which was seconded by Dianne Carr and passed by unanimous vote.

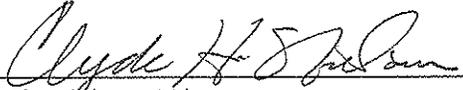
Clyde Nielsen asked that Dr. Yeates and Teresa Tavares be on the committee and they agreed. He will also ask Diane Lohner to participate. Lana Jensen from Personnel will be the committee's contact. Personnel will do the recruitment for either a non-physician or a physician health officer.

MOTION: Dr. Yeates made the motion to adjourn the meeting which seconded by Dianne Carr and passed by unanimous vote.

Meeting was adjourned at 6 PM.



Joseph Miner, MD
Executive Director
Utah County Health Department



Clyde Nielsen, RPh
Chair
Utah County Board of Health