

Meeting Minutes from 1.26.22

ATTENDEES

Director Kirk Bengé, Business Manager Scott Gessell, Board Chair Terry Nelson, Dr. Richard Jolley, Commissioner Gregory Miles, Shanna Wheeler, Commissioner Randy Asay, Keith Goodspeed, Dr. John Mathis, Liberty Best, HR director Raima Colledge, Darrin Brown, Rob Grove, Sage McMickell, KayCee Asay. Also in attendance, Darlene Reilley from UBmedia.

Virtual attendance: Jodi Tinker

EXCUSED

Commissioner Brad Horrocks

AGENDA

Call to order

12:04pm

Kirk Bengé introduced Carver Black, who will train under Scott Gessell till Scott's retirement, and Sage McMickell, who is the new Director of Health Promotion.

Public Comment

No public comment

Minute approval of Dec. 1, 2021 and Dec. 22, 2021 special meeting

Commissioner Miles made a motion to approve both minutes from the Dec. 1, 2021 Board of Health meeting as well as the Dec. 22, 2021 special meeting, Dr. Richard Jolley seconds the motion. Motion passes unanimously.

Approval of Check Register

Scott Gessell presented the check register and expenses from November and December 2021. A few one time expenses were the only things out of the ordinary i.e. - Heat tape over pipes to prevent breaking of pipes. Painting contractors were hired to paint the hallway in the Vernal office. Gessell explained to the board there is a plan to do painting the Roosevelt office as well as matching signage to make the offices the same.

Dr. Richard Jolley made a motion to approve the check registry, Shanna Wheeler seconded. Motion passed unanimously.

Financial report

Scott Gessell presented the report, and explained that by the Board meeting in March there will be a better handle on generating a report through the Peloris system. Scott Gessell suggested the board may prefer a trend analysis, which would be a better way to view the financial report rather than a single month snapshot. The analysis would compare fund balances through previous years.

Discussion concluded that trend analysis would be a little more meaningful for everyone to understand the financial health of the department. Scott Gessell and Carver Black will work on a trend analysis to be presented at the March board of health.

Scott Gessell updated the board that the auditors that were picked in the December Board meeting had accepted and the audit will be performed May 16-19 for the health department.

PTIF Restricted fund contribution

Due to the COVID-19 response, there had not been funds added to the restricted funds in the TriCounty Health Department budget. Every January, a recommendation is brought to the board for what is prudent to be put away in the restricted board approved funds. Scott Gessell recommended a conservative amount be added, since there is still a possibility COVID-19 may require more funding.

Commissioner Greg Miles makes a motion to add \$250,000 to the rainy day fund, Dr. John Mathis seconds. Motion passes unanimously.

OPEB

Evaluation was done to analyze if there is enough funds to supply liability for the five people that are eligible for OPEB. The IRS asks the health department to do this evaluation every two or three years.

Commissioner Greg Miles makes a motion to accept the report. Commissioner Randy Asay seconds. Motion passes unanimously.

New contracts

All contracts presented were existing contracts with new amendments. Amendments included changed language to continue efforts after the upcoming merger of Utah Department of Health and Health and Human Services. Other contracts presented included renewals.

Proposed amendment to bylaws

The proposed amendment to the bylaws was in relation to a typo with inconsistent Board member years of service. The proposed fix of the bylaws was to clarify that a board member's term of service is three years.

Shanna Wheeler made a motion to approve the changes. Keith Goodspeed seconds. Motion passed unanimously.

Employee Compensation plan revisions and recommendation of the employee retention workgroup

Utah Code requires the board to adopt an employee compensation plan. Raima Colledge presented the employee compensation plan and steps for each position.

The COLA is required to be presented to the board for increases, though policy states a supervisor can raise an employee zero to two steps on the payscale each year based on merit.

The board asked to be kept in the loop every January on the merit increases throughout the department.

Discussion was held regarding the 7 percent extra voluntary (above legislative required amount) TriCounty Health Department was putting toward each employee's URS benefit package. Discussion on putting the 7 percent into an increase in salary, this move was discussed to fall under the yearly COLA.

Commissioner Greg Miles made a motion for a 7.14% COLA increase with a change from the current 7.14% voluntary URS contribution to become a 3 percent voluntary match-only voluntary benefit, Dr. Richard Jolley seconded the motion. Commissioner Randy Asay voted no. Motion passed with six to one vote.

Dr. John Mathis asked Raima Colledge for follow up on positions highlighted for risk of not being filled and retained. The update would include if this change in benefits and salary helped retain and helped to fill positions.

Discussion was held regarding a two-part potential bonus, essentially a 3K bonus split between two payments in one year. This funding comes from a contract that was presented to the board at the December meeting, allowing funds to be used for staff recruitment and retention.

Scott Gessell said there is not a problem in this taking effect immediately but there needs to be a policy to comply with it.

Dr. Richard Jolley made a motion for a policy to be written and to disperse health workforce contract funds. Commissioner Greg Miles seconds. Motion passes unanimous. Raima Colledge The policy was requested to be ready by the next board meeting.

Director Kirk Bengé gave the board an update on a possible renovation for the dental clinic, expanding capacity in the building. Kirk Bengé will keep the board apprised on what happens with expansion.

Bengé made the board aware of HB182 which would move all state property out of the authority of local health departments, potentially meaning state parks etc. sanitation regulations would be enforced by the state, not by local health departments.

Updates

COVID-19 update - COVID response geared toward hospital capacity, educating the public and distributing the vaccine. Due to lack of testing, new cases are not a true figure. Hospitalizations have spiked statewide, concerning referral hospitals, locally some spikes similar to delta. Feels this wave is much more like a cold for the community. It is not as bad as it was. So far not as many people have needed to be shipped out and oxygen has been enough. Could be stressful the next couple weeks for the hospitals, but could get through it very quickly. Vaccination still shows it is protective against severe illness and death.

Update on vaccination was given.

EH update - possible inspection changes for food trucks. Darrin updated on some changes and updates to rules that have been passed or are coming up.

Commissioner Randy Asay was excused early from the meeting.

Dr. John Mathis made a motion to go into executive session, Shanna Wheeler seconded. Motion passed unanimously.

CLOSED SESSION

Shanna Wheeler made a motion to move out of executive session. Keith Goodspeed seconded. Motion Passes unanimously.

Adjournment

Shanna Wheeler made a motion to adjourn. Commissioner Greg Miles seconded. Unanimous.

Adjourned at 1240



3/23/2022

