

# Meeting Minutes from May 25, 2022

## ATTENDEES

Dr. Richard Jolley, Terry Nelson, Commissioner Randy Asay, Dr. John Mathis, Commissioner Brad Horrocks, Keith Goodspeed, Kirk Bengel, Scott Gessell, Raima Colledge, Sage McMickell, Darrin Brown, KayCee Asay

## EXCUSED

Jodi Tinker, Shanna Wheeler

Hansen excused early at 1406; Horrocks excused early at 1410

Mathis excused early at 1430

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## AGENDA

### Call to Order

1204

### Public Comment

There was no public comment.

### Recognition of Dr. Jolley and Terry Nelson

Kirk presented an award to Dr. Jolley that was awarded to Dr. Jolley at UALBOH. Dr. Jolley did not receive the award since he was not present at UALBOH. Kirk read the recognition for Outstanding Contribution and Support by a member of a Board of Health and mentioned that Terry Nelson also received an award at that meeting.

### Minutes Approval - March 23, 2022

Randy Asay made a motion to approve the minutes from the March 23, 2022 board meeting, Keith Goodspeed seconded the motion. The motion passed unanimously.

### Approval of Check Registry

There was a discussion about name redaction. Jolley approves check registry with the corrections of name redaction for HIPAA purposes. Horrocks seconds. Motion passes unanimously.

### Financial Report

A summary was given of the history of the rainy day fund along with a summary of the financial report which also explained the financial health of the department and the trajectory of where it will be headed. A discussion was held regarding the cost of fuel for fleet vehicles and looking into the possibility of a surcharge for inspections. Scott and Darrin said they will watch trends and look into cost and the evolution of fees in the fall.

A discussion on the cost of the pumps for the sewer lines and the fixing, replacement and pumping that was done, the cost of which has turned the sewer maintenance into a capital item on the financial report. There was discussion to look into rerouting the sewer lines to lower the risk of the pumps breaking.

A discussion was held about the roof and damages and replacing. Horrocks made a motion to look into bids for a new roof, preferably local, and to give Scott authority to make a decision of which bid is best to go with. Mathis seconded the motion and the motion passed unanimously.

## **Audit Updates**

There were a few suggestions but overall, Scott Gessell expressed that he was pleased with the results. The results will be presented at the next board meeting.

## **501(c)(3) Updates and Board Assignment**

Kirk Bengé gave an update on the 501(c)(3) and explained the board of the foundation is working toward getting the foundation back up and running, beginning with a new name for the foundation that separates it from TriCounty Health Department.

### **Foundation for Healthy Communities of Northeastern Utah (HCNEU)**

Kirk asked the board for approval to remain on the foundation board to help oversee the direction, while the board seats will be reconsidered.

The HCNEU Board has designated a seat for a member of the Board of Health. Horrocks motioned that the chairman of the TriCounty board of health sit on the board of trustees for the foundation. Hansen seconded the motion and it passed unanimously.

## **Consideration of adopting short term disability proposal**

Raima will send out a survey and bring results back to the board.

## **Adoption of 2022 URS Rates**

Horrocks made a motion to adopt the rates. Jolley seconded the motion. Motion passes unanimously.

## **New Contracts**

Kirk presented new contracts. MRC small Grant Program had carryover funding, and there were only minor changes to other contracts extending the fiscal year.

## **Policy Updates and Revisions**

Kirk presented new policy recommendations.

Commissioner Asay made a motion to adopt the Inventory and Asset Management Policy and Jolley seconded the motion. The policy passed unanimously.

Jolley made a motion to adopt the accounting policy, Mathis seconded the motion and the policy passed unanimously.

Jolley made a motion to adopt the Salary Administration Policy and Mathis seconded the motion. The policy passes unanimously.

Horrocks made a motion to adopt the Holiday Policy but to keep the total at 12 holidays, adopting Juneteenth but to have Director Bengé bring back a recommendation on a holiday to discard from the policy. Jolley seconded the motion. Motion passed with a three-yes, two-no vote.

## **Fraud Risk Assessment Review**

Scott presented the fraud risk assessment survey and described areas of improvement. Jolley motioned to accept the fraud risk assessment as presented. Asay seconded the motion. Motion passed unanimously.

## **Decision on whether to send a board member to NALBOH annual meeting**

Keith will go to NALBOH to represent the Board of Health and Darrin Brown will go to NALBOH to represent the health department.

## **Updates**

Discussion was held to inform the Board that the tri county area has had the highest number of fatal overdoses in 2021. There is a health assessment that is done every five years in the area and is currently in progress.

TCHD is looking into canceling the EV station that is supposed to be in Roosevelt (as it has not yet arrived) and changing services.

## **Closed Session (as needed)**

No closed session was necessary.

## **Adjourn**

1436



7/27/22

