

WCHD BOH Meeting

Thursday, December 18, 2025, 3:00 pm

Present:	Kendall Crittenden Jay Eckersley Coleen Nielsen Britt Manning Dr. Neal Burton	Chair Board Member Board Member Board Member Board Member
Excused:	Michele Ludlow Dr. Sara Simonsen	Board Member Vice Chair
Staff:	Jonelle Fitzgerald Brett Woodard Tracy Richardson	Health Officer Business Manager Environmental Health Director
Others:	Jon Woodard	Wasatch County Assistant Attorney

Opening Remarks/Welcome: Kendall Crittenden
 Invocation: Dr. Neal Burton
 Pledge of Allegiance: Jay Eckersley

<i>Minutes</i>	Minutes from the October 23, 2025 Board of Health meeting were presented. Coleen Nielsen motioned that the minutes be approved, Jay Eckersley seconded the motion, and it was passed unanimously.
<i>Follow Up</i>	No follow-up. No members of the public were in attendance.
<i>Business Item 2</i>	<ol style="list-style-type: none"> 1) Program Reports (All) Review/Discussion <ol style="list-style-type: none"> a) (Tracy) New EH management program ordered <ol style="list-style-type: none"> i) Inspections and permits were filed under original owners' name originally, then it migrated to files on excel filed by parcel number. Little has changed since then. ii) We have been looking for a more comprehensive system that would allow integrated data bases, billing and applications on one package. iii) New package is HS Govtech. 4 other LHD's use the program, and it appears to work well. iv) Using PhIG funds, we have chosen and paid for the set-up, data migration and the first year of services. v) Ongoing expense will be \$1K/month. b) Health department is coordinating with the County in its master plan update.

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- c) Dale Blackwekk will be helping with some EH tasks starting the first of the year. He has already been taking wastewater samples for some time.
- 2) Financial Report (Brett)
 - a) \$406K positive variance to budget to date, down from \$314K last month.
 - b) Note that we are 13% above projected grant revenues to date. That, along with the surplus, will decrease through the end of the year. Much of the variance in revenues is due to WIC passthrough funds being \$267K above budget.
 - c) Interest is above that projected, but that is due to the projections being lower than they should have been.
 - d) Also, we did not drill a new well this year as we hoped. This resulted in \$60k lower expenses.
 - e) Surpluses will go to groundwater, vehicle and general reserves. Amounts to be discussed and determined early next year.
- 3) Director's Report (Jonelle)
 - a) Measles
 - i) The schools worked well with the health department in the recent outbreak at the high school.
 - ii) The Health Department sent a letter out notifying students and parents of the outbreak and outlining recommended actions so that those infected would not infect others.
 - (1) (Britt) Were the instructions followed?
 - (2) We don't know, really. The Health Department can make recommendations but is not able to quarantine without a court order, nor can it ask for medical information.
 - iii) There have been no additional reported measles cases in the last 21 days, so, it appears that the outbreak has been curtailed.
 - iv) We feel that there are likely additional unreported cases, but that the current outbreak has been stopped- largely because of public cooperation and the 90% vaccination rate in Wasatch County.
 - b) There is a potent new flu strain this year that likely will evade the current vaccine formulation. We need to take extra care to do what we should be doing anyway- washing hands often and covering our mouths when we cough or sneeze.
 - c) Government Data Privacy Act (GDPA).
 - i) The legislature mandated that data containing information that could be used to identify people be strictly controlled and proactively destroyed after set periods.
 - ii) We have 7 years to comply with the mandates.

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	<p>iii) We've started the process and are working closely with IT. There's a lot of work to be done including determining what data needs to be retained and for how long. Guidelines and timelines are being developed. We are preparing an inventory of the data we currently have. analysis. No positives to date.</p>
<i>Business Item 3</i>	<p>UALBOH (Jay) - Information/Discussion</p> <ol style="list-style-type: none"> 1) No update. 2) Discussed Coleen to replace Jay who is retiring from the Board. <ol style="list-style-type: none"> a) Potential time problem, but half of the meetings are Zoom. Also, the time could be changed to accommodate those that are working elsewhere. b) Expect 2 hours /quarter. 3) Comment: LHO's and Boards of Health used to be poorly aligned. Now both are under Jill, and they are well aligned.
<i>Business Item 4</i>	<p>2026 Meeting Schedule (Kendall) - Discussion/Action</p> <ol style="list-style-type: none"> 1) 2026 meeting schedule was proposed and discussed. 2) Dr. Burton motioned that the 2026 meeting schedule be approved as presented. Britt seconded the motion and it was approved unanimously. 3) Britt suggested a new agenda item for the next Board meeting: He would like to get an orientation on the Health Department functions and what the Board's role in the Health Department. <ol style="list-style-type: none"> a) (Jonelle) One approach might be to include the whole Board in the annual discussion of the minimum performance audit. b) (Kendall) In the County Council, each elected official presents an overview of their responsibilities. c) All agreed that the Board needs to better understand the big picture.
<i>Business Item 5</i>	<p>Travel Clinic Recognition (Jonelle/Brenda)</p> <ol style="list-style-type: none"> 1) Wasatch County opened the travel clinic ~ 2000. It is a well-run operation that provides a great service to the community. 2) (Brenda) Wasatch County serves out of county residents as well as in-county residents. 3) The clinic gets referrals from Summit County, which does not have a travel clinic as well as from private practice doctors. 4) We use TRAVEX, which the state pays for, to keep track of vaccination needs world-wide. 5) The travel clinic offers yellow fever vaccines, which requires accreditation due to risks associated with handling and storing the vaccine.

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	<p>6) We have an affiliation with the University of Utah travel clinic which enables us to issue prescriptions under their authority.</p> <p>7) Clinic fees are set at a level that covers the full cost of the services, so the operation pays for itself.</p>
<i>Business Item 6</i>	<p>Board of Health Recognition- (Jonelle/Kendall)</p> <p>1) We wish goodbye to Michelle and Jay who are retiring from the Board at the end of the year. Both have served well since 2014, and we appreciate their service over the years.</p> <p>2) Names have been submitted to serve as new board members: Dr. Berg and Janet Carson. Both have long records of serving the community and would make fine additions to the Board's expertise.</p> <p>3) (Jay) Strongly supported monthly Board meetings rather than less frequent meetings.</p> <p>a) Jay is available in the future for task force or committee work.</p> <p>b) He would also like to see the Health Department take on some managed case work.</p> <p>c) Finally, he would like to see runoff water from the new bypass highway be collected and treated before being discharged into the aquifer.</p> <p>Next meeting 3:00 P.M. January 22, 2026.</p>
<i>Business Item 7</i>	<p>Britt motioned that the meeting be adjourned. The motion was seconded by Coleen and passed unanimously.</p>

Meeting adjourned at 4:27 P.M.

Kendall Crittenden, Chairperson