Attachment B

Central Utah Health Department
Environmental Service Delivery Plan FY2014

Air Quality

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Provide air quality information to the public. As appropriate, alert the Division of Air Quality to compliance issues.	Provide information to the public directly - through outreach activities, answers to questions, and/or printed information - and indirectly - via the Web and social media outlets.	A brief summary on how objectives were met. To the extent possible, provide the number of people reached.	Issues requiring action reported directly to Rusty Ruby, compliance branch manager, at 801-536-4133 or rruby@utah.gov All other information, summarized annually, in conjunction with the End of Year Report.
	As appropriate, refer air quality compliance issues to Division of Air Quality staff.	Timely referral of issues. A brief summary of the types of issues handled directly as part of the annual report.	

Drinking Water

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Maintain superior drinking water quality by ensuring adequate facilities, source protection and timely assistance to water system operators. Ensure 100% of affected systems have certified operators.	Provide basic service including but not limited to exam proctoring, random samples collected, distribute test bottles, emergency response, public relations, report information on new systems, and provide technical assistance.	1. Number of Operator Certification Exams Proctored. (Tests may be by booklet or online.) 2. Percentage of regulated water systems with certified operators. 3. Number of emergency responses performed. 4. Number of new systems reported to DDW.	Annually, as part of the End of Year Report. Operator certification test booklets to be sent to DDW within three days of exam.

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	Utilize the Division's standard reports, available on the Drinking Water website, to assist water utilities and answer their questions. Also, assist water utilities with accessing the same information via the web.	5. Better informed water utility managers and operators. 6. Increase in compliance of the Safe Drinking Water Act by water systems.	
Ensure that sanitary surveys are conducted using established forms and following established guidance protocol.	Conduct the following sanitary surveys for reimbursement, using established protocol: 14013 – Holden 14008- Lynndyl 14032 - Garrison Church 14029 - Shiloah Wells Water Company 20011 – Ephraim 20005 – Manti 20009 - Sterling Town Water System 21004 - Brooklyn Tapline Company, Inc. 21007 – Elsinore 21013 – Richfield 21044 - Cove View Golf Course 12002 – Mona 12026 - Barnes Bullets 12024 - Pacificorp Current Creek 14064 - Sunset View Development	Number of Sanitary Systems surveyed. Percentage of community water systems with approved ratings. Percentage of population served with approved ratings.	Send survey results as completed to DDW and within 30 days of the survey.
Conduct sanitary survey training for all those who perform sanitary surveys.	Send all those tasked to perform sanitary surveys to the Sanitary Survey training.	Number of representatives trained.	Annually, in conjunction with the End of Year Report.

* Per 2009 Letter: The Division of Drinking Water (DDW) agrees to accept paper reports, as you requested, as long as they continue to be received in a timely fashion. This means weekly for the bulk of the sample results. The laboratory staff will need to continue to call the water system operators for total coliform positive samples and the water system operators and DDW staff (Janet Lee 801-536-0088) for e.Coli positive samples. The lab will also need to continue to meet the laboratory certification requirements administered by the Department of Health.

Environmental Response and Remediation: Underground Tanks

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Prevent release of hazardous and toxic substances into the environment.	Inspect UST closures.	Number of closure inspections performed.	To the Division: - Inspection forms: within two weeks of performing the inspection. - Number of closure inspections: monthly, by the 20th of the next month following the inspection.
	Review UST closure plans.	Number of plans reviewed.	- Number of plan reviews: monthly, by the 20th of the next month.
	Inspect UST installations, upgrades, and repairs.	Number of installation, upgrade, repair inspections performed.	- Inspection forms: within two weeks of performing the inspection. - Number of inspections: monthly, by the 20th of the next month following the inspection.
	Investigate complaints regarding UST releases, petroleum odors, free product, hydrocarbon-contaminated groundwater and drinking water and other allegations of UST violations.	Number of complaints investigated.	- Complaint: verbal within 24 hours followed by written report within two weeks. - Number of complaints: monthly, by the 20th of the next month.

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Prevent release of hazardous and toxic substances into the environment.	Conduct leak detection inspections at 50% of the compliance inspections required at High and Moderate Risk UST facilities within the district each year. The frequency of inspection at each facility will be determined in accordance with the *UST Compliance Section Inspection Prioritization Policy*. DERR will inspect the remaining certified facilities due for inspection in the district. The facilities to be inspected each year will be determined by mutual agreement between the District and the DERR. DERR will conduct follow-up inspections at facilities out of compliance for more than six months.	Number of leak detection inspections performed. Inspection reports submitted on time.	- Inspection forms: within two weeks of performing the inspection. - Number of inspections: monthly, by the 20th of the next month following the inspection.
	Identify non-notifiers.	Number and location of non-notifiers identified.	- Non-notifier information: within two weeks of identifying the non-notifier. - Number of non-notifiers: monthly, by the 20th of the next month.
	Personnel must be properly certified as UST Inspectors and Groundwater/soil Samplers	Successfully complete applicable certification or recertification requirements.	Annually, in conjunction with the End of Year Report.

* Per 2009 Letter: DERR also understands Central will no longer do inspections (informal reports) on old, closed sites for the Brownsfield and USTfield programs.

Solid and Hazardous Waste: Used Oil

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of used oil.	**Inspect all used oil collection centers (UOCCs) every six months and submit a semi-annual report.** 1. Document inspections on UOCC Inspection Form provided by Division of Solid and Hazardous Waste (DSHW): a) Ensure all inspection forms are completely filled out. Use N/A if not applicable. b) On the bottom of the inspection report, annotate time spent to complete the inspection (include travel. c) Add comments, suggestions or issues in the note section. 2. Attach a print copy of photo(s) to each inspection form to document conditions and/or noncompliance and resolutions implanted. 3. Gather DIYer log sheets at UOCCs and submit with inspection forms and photo(s). 4. Educate the UOCC on procedures, as needed: a) Educate that any orphan used oil can be listed on the log sheet. List it as 'orphan oil' and include date and quantity. b) Stress that the UOCC is not to accept business used oil unless it is properly registered through the Used Oil program.	Number of UOCCs inspected. Completeness of the semi-annual reports, to include checklists, log sheets and printed/labeled photographs of the UOCC. Documentation of any non-compliance and resolutions on the inspection form.	**UOCC inspection forms, photos and log sheets submitted to the Division, semi-annually:** - No later than Jan. 20 (for July – Dec. activity) - No later than July 20 (for Jan. – June activity)

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	5. Identify and document all observed noncompliance of used oil rules and regulations on the inspection form. 6. Confirm that noncompliance issues are followed up and corrected by the UOCC within an appropriate time frame. Include a statement of how any issues will be Resolved. 7. Ensure that all used oil spills at UOCCs are cleaned up in a timely manner.		
Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of used oil.	**Investigate all complaints regarding used oil releases and allegations of used oil violations, including complaints the LHD and DSHW receive from anonymous sources.** 1. Submit written report and, for major problems, photographs, describing the complaint and investigation process, including follow-up procedures and resolutions. 2. For complaints that are resolved quickly, documentation should be submitted when the complaint has been resolved. 3. For complaints that require extended follow-up, documentation should be submitted periodically.	All complaints regarding used oil releases are listed on the Semi-Annual Used Oil Report Form Allegations for used oil violations are investigated and reported on Used Oil Report Form. Written reports and photographs of investigations and resolutions of major problems are submitted.	**Semi- annually on the UOCC Report Form:** - No later than Jan. 20 (for July – Dec. activity) - No later than July 20 (for Jan. – June activity)

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	4. Ensure that all complaints are investigated and verify the issues are being addressed in a timely and appropriate manner. If issues do not get resolved, ensure that appropriate enforcement actions are taken.		
Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of used oil.	Perform public outreach promoting used oil recycling to public groups such as the Chamber of Commerce, high school automotive shops, official boards and other organizations.	Number of public education presentations performed.	**Semi- annually on the UOCC Report Form:** - No later than Jan. 20 (for July – Dec. activity) - No later than July 20 (for Jan. – June activity)
	All used oil staff attend and participate in the used oil training session either electronically or in person if one is hosted by the DSHW.	Attendance and participation in used oil training seminar	Semi-annually on the Used Oil Report Form

*Acknowledge the authority of the County and Health Department to regulate the collection, transportation, and disposal of solid waste generated within its jurisdiction as provided for in Section 19-6-503, Utah Code Ann., 1953 as amended.
*Acknowledge the authority of the County and Health Department to enact and enforce ordinances regarding the management of used oil as provided for in Section 19-6-723, Utah Code Ann., 1953 as amended.

Water Quality

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Effectively implement the small wastewater disposal system program to protect the environment and enhance relations with and support of local health department.	Administer small wastewater disposal systems to comply with Utah Administrative Code R317-4 and local rules. 1. Review, approve, and inspect all new, repairs, and alterations to Conventional onsite systems, including Holding Tanks. 2. Conduct complaint investigations and pursue corrections of any onsite system failures. 3. Collect the $25 for each new onsite wastewater system installed, and remit fees to DWQ by the 30th day of the month following the end of each quarter. 4. Assure that all LHD staff involved in the review, approval, and inspection of onsite wastewater systems are trained and certified at the appropriate level per R317-11. 5. Assure that all onsite system work is done by persons certified as appropriate according to R317-11.	1. Existence of plan review, perc test, soil log evaluation and inspection records. 1. Number of systems approved. 1. Number of systems inspected. 1. Total number of systems in county. 1. Number of Holding Tank approvals issued. 2. Number of complaint investigations conducted. 2. Number and type of failures identified and/or corrected. 3. Fees remitted quarterly to DWQ. 4. All staff are certified per R317-11 and identified as being Level 2 or 3. 5. All work is done by persons certified per R317-11.	Annually, in conjunction with the End of Year Report.

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Communication and Training	To remain effective and knowledgeable, DWQ and LHD will continue to participate and communicate in onsite program matters.	1. DWQ will notify LHD by a means of communication, when a representative comes into the LHD area for onsite program business. 2. DWQ will be represented at all COWP monthly meetings. 3. LHD will attempt to send a representative to monthly COWP meetings. 4. A representative of DWQ will attend the annual Utah Onsite Wastewater Association conference. 5. LHD will attempt to send a representative to the Annual Utah Onsite Wastewater Association conference.	Annually, in conjunction with the End of Year Report.
Effectively implement and administer the Liquid Scavenger Program in the collection, storage, transportation and disposal of all sewage wastewater.	Administer the Liquid Scavenger Program per Utah Administrative Code R 317-550 to help prevent a public health hazard or nuisance or adversely affecting water quality. 1. Every Liquid Scavenger operating within the boundaries of the LHD will notify the LHD by filing a Notification Form with all required information, per R317-550-3. 2. DEQ will provide to the LHD the Notification Form, if requested. 3. Ensure that the disposal sites used by the Liquid Scavenger are maintained in a sanitary manner and adequate to receive and treat these wastes.	1. List all Liquid Scavengers that have been granted a Notification Form. 1. LHD may conduct annual inspections on all the liquid scavenger trucks used in by each scavenger. 1. Encourage the scavenger to obtain a surety bond issued by a corporate surety company. 3. LHD may inspect disposal sites used by the liquid scavengers, as determined as necessary.	

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Identify and manage all pollution sources to insure continued beneficial uses of water and public health protection.	Identification of surface water and ground water pollution sources.	Number of uncontrolled pollution sources identified and addressed or referred to DEQ. Number of fish kills and/or spills investigated.	Annually, in conjunction with the End of Year Report.

Water Quality: Get the Mercury Out

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Encourage pollution prevention to Utah citizens though programs that target the reductions of special wastes.	Contractor will serve as a collection center for citizens needing to dispose of mercury containing household products. Funds provided by DEQ cover mercury disposal, through state contract with Veolia ES.	Pounds of mercury collected and properly disposed of through Veolia ES.	Annually, in conjunction with the End of Year Report.

Executive Director's Office

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Improve the effectiveness and efficiency of state wide delivery of environmental services by strengthening relationships with local health departments and local government.	Contractor will provide office space and support services for one DEQ District Engineer. Update Environmental Service Delivery Plan.	Signed contract between DEQ and Central Utah Public Health Department. Updated Environmental Service Delivery Plan.	Annually, in conjunction with the End of Year Report.