

Attachment B
Weber-Morgan Health Department
Environmental Service Delivery Plan FY2016

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
	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.	All other information, summarized annually, in conjunction with the End of Year 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, provide technical assistance.	Number of operator Certification Exams proctored. (Tests may be by booklet or online.) Number of regulated water systems with certified operators. Number of investigative samples reported.	Annually, as part of the End of Year Report. Operator certification exam 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.	Number of test bottles/bags distributed. Number of emergency responses performed. Number of new systems reported to DDW. Better informed water utility managers and operators. Increase in the 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 guidance protocol: 29062 Camp Ben Lomond/Shawnee 29084 American Legion 29020 Uintah 15008 Morgan City 15005 Highland Subdivision (Morgan) 29065 Ogden Pineview Yacht Club 29086 Pine View Summer Homes 29024 Lakeview Water Co. 29093 Casey Acres Water Company 29004 Bona Vista Water District 29015 Riverdale 29071 Snow Basin Ski Area	Number of Sanitary Systems surveyed. Percent of systems with approved ratings.	When surveys are performed plus quarterly summaries. Survey reports must be submitted to DDW within 30 days of survey.
Ensure those who perform sanitary surveys are properly trained.	Send all those responsible to conduct sanitary surveys to the sanitary survey training.	Number of representatives trained.	Annually, as part of the End of Year Report

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.
	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.

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Prevent release of hazardous and toxic substances into the environment.	Conduct 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 <i>UST Compliance Section Inspection Prioritization Policy</i> . 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.
	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.

Solid and Hazardous Waste

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of hazardous waste.	Answer questions and respond to complaints and concerns regarding solid waste.	Complaint records * Complaints received * Complaints followed by Inspections * Complaints resolved	Annually, in conjunction with the End of Year Report.
	All staff responding to solid waste questions attends and participates in a training session either electronically or in person if one is hosted by the DSHW.	Attendance and participation in training.	

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	Inspect waste tire recyclers and transporters in jurisdiction.	Inspections completed with photos.	
	Perform administrative duties in accordance with the Waste Tires Act.	Correctly process reimbursements.	Upon completeness review for reimbursements.

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.	<p>Inspect all used oil collection centers (UOCCs) every six months and submit an inspection report.</p> <p>1. Document inspections on UOCC Inspection Form provided by Division of Solid and Hazardous Waste (DSHW):</p> <ul style="list-style-type: none"> 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. <p>2. Attach a print copy of photo(s) to each inspection form to document conditions and/or noncompliance and resolutions implemented.</p> <p>3. Gather DIYer log sheets at UOCCs and submit with inspection forms and photo(s).</p> <p>4. Educate the UOCC on procedures, as needed:</p> <ul style="list-style-type: none"> a) Educate that any orphan used oil can be listed on the log 	<p>Number of UOCCs inspected.</p> <p>Complete inspection reports, to include checklists, log sheets and printed/labeled photographs of the UOCC.</p> <p>Documentation of any non-compliance and resolutions on the inspection form.</p>	<p>UOCC inspection forms, photos and log sheets submitted to the Division, semi-annually:</p> <ul style="list-style-type: none"> - No later than Jan. 20 (for July – Dec. activity) - No later than July 20 (for Jan. – June activity)

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	<p>sheet. List it as 'orphan oil' and include date and quantity.</p> <p>b) Stress that the UOCC is not to accept business used oil unless it is properly registered through the Used Oil program.</p>		
	<p>5. Identify and document all observed noncompliance of used oil rules and regulations on the inspection form.</p> <p>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.</p> <p>7. Ensure that all used oil spills at UOCCs are cleaned up in a timely manner.</p>		
<p>Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of used oil.</p>	<p>Investigate all complaints regarding used oil releases and allegations of used oil violations, including complaints the LHD and DSHW receive from anonymous sources.</p> <p>1. Submit written report and, for major problems, photographs, describing the complaint and investigation process, including follow-up procedures and resolutions.</p> <p>2. For complaints that are resolved quickly, documentation should be</p>	<p>All complaints regarding used oil releases are listed on the Semi-Annual Used Oil Report Form</p> <p>Allegations for used oil violations are investigated and reported on Used Oil Report Form and DERR database once completed.</p> <p>Written reports and photographs of investigations and resolutions of major problems are submitted.</p>	<p>Semi- annually on the UOCC Report Form:</p> <ul style="list-style-type: none"> - No later than Jan. 20 (for July – Dec. activity) - No later than July 20 (for Jan. – June activity)

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
	<p>submitted when the complaint has been resolved.</p> <p>3. For complaints that require extended follow-up, documentation should be submitted periodically.</p>		
	<p>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.</p>		
<p>Protect public health and the environment from exposure to contamination caused by improper treatment, storage, and disposal of used oil.</p>	<p>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.</p>	<p>Number of public education presentations performed.</p>	<p>Semi- annually on the UOCC Report Form:</p> <ul style="list-style-type: none"> - No later than Jan. 20 (for July – Dec. activity) - No later than July 20 (for Jan. – June activity)
	<p>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.</p>	<p>Attendance and participation in used oil training seminar</p>	<p>Semi-annually on the Used Oil Report Form</p>

Water Quality

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
<p>Effectively implement the small wastewater disposal system program to protect the environment and enhance relations with and support of local health department.</p>	<p>Administer small wastewater disposal systems to comply with Utah Administrative Code R317-4 and local rules.</p> <ol style="list-style-type: none"> 1. Review, approve, and inspect all new, repairs, and alterations to Conventional and Alternative 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. 	<ol style="list-style-type: none"> 1. Existence of plan review, perc test, soil log evaluation and inspection records. <ol style="list-style-type: none"> 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. 	<p>Annually, in conjunction with the End of Year Report.</p>

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.	<ol style="list-style-type: none"> 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. 	
Effectively implement and administer the Liquid Waste Program in the collection, storage, transportation and disposal of all sewage wastewater.	<p>Administer the Liquid Waste Program per Utah Administrative Code R 317-550 to help prevent a public health hazard or nuisance or adversely affecting water quality.</p> <ol style="list-style-type: none"> 1. Every Liquid Waste hauler 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. Ensure that the disposal sites used by the Liquid Waste operators are maintained in a sanitary manner and adequate to receive and treat these wastes. 	<ol style="list-style-type: none"> 1. List all Liquid Waste operators that have been granted a Notification Form. 1. LHD may conduct annual inspections on all the liquid waste trucks used by each operator. 1. Encourage the operator to obtain a surety bond issued by a corporate surety company. 3. LHD may inspect disposal sites used by the liquid waste operators, 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.	<p>Number of uncontrolled pollution sources identified and addressed or referred to DEQ.</p> <p>Number of fish kills and/or spills investigated.</p>	
Effectively implement the large underground wastewater disposal (LUWD) system program to protect the environment and enhance relations with and support of local health department.	<p>Administer large under wastewater disposal systems to comply with Utah Administrative Code R317-5 and local rules.</p> <p>1. Conduct joint review, approval, and inspect all new, repairs, and alterations to LUWD.</p> <p>2. Conduct joint complaint investigations with DWQ and pursue corrections of any onsite system failures.</p> <p>3. Collect and verify inspection reports. Issue annual renewable operating permits.</p> <p>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.</p> <p>5. Assure that all onsite system work is done by persons certified as appropriate according to R317-11.</p>	<p>1. Existence of plan review, perc test, soil log evaluation and inspection records.</p> <p>1. Number of systems approved.</p> <p>1. Number of systems inspected.</p> <p>1. Total number of systems in county.</p> <p>1. Total number of renewable operating permits</p> <p>2. Number of complaint investigations conducted.</p> <p>2. Number and type of failures identified and/or corrected.</p> <p>3. All staff are certified per R317-11 and identified as being Level 2 or 3.</p> <p>4. All work is done by persons certified per R317-11.</p>	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 through 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.

Radiation Control: Radon

GOAL	OBJECTIVE	MEASURE	TO BE REPORTED
<p>Problem radon areas are identified. Radon tests results are tracked by database by geographic location to enhance identification of problem radon areas.</p> <p>Promote radon awareness, testing, mitigation, and Radon Resistant New Home Construction</p>	<p>1. Increase radon awareness, testing, and mitigation. Answer questions and provide information on radon. Radon kits can be purchased through AirCheck.com.</p> <p>2. Purchase and make available Radon home testing kits. Radon kits can be purchased through AirCheck.com. Collect, compile and report on test results.</p> <p>3. With the assistance of the DRC radon coordinator, encourage radon awareness and radon resistant building among building departments and realtors.</p>	<p>1. Document the number of radon calls/emails received and responded to.</p> <p>2. Document all radon educational and awareness activities coordinated, conducted, and/or attended.</p>	<p>Annually, in conjunction with the End of Year Report.</p> <p>AirCheck data to be provided to DRC as it is available.</p>