



**BOARD OF COMMISSIONERS MEETING**  
**117 South Main Street, Monticello, Utah 84535. Commission Chambers**  
**May 20, 2025 at 11:00 AM**

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**AGENDA**

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**CALL TO ORDER**

**ROLL CALL**

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**CONFLICT OF INTEREST DISCLOSURE**

**PUBLIC COMMENT**

*Public comments will be accepted through the following Zoom Meet link*  
<https://us02web.zoom.us/j/87155847636> Meeting ID: 871 5584 7636 One tap mobile  
+12532158782,,87155847636# US (Tacoma)

*There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.*

**CONSENT AGENDA** (Routine Matters) Mack McDonald, San Juan County Administrator

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

1. Approval of \$10,999.93 in Small Purchases; \$4,996.92 for Design and Update Sponsorship for the Economic Development, \$2,103.01 for Aftermarket: Ranch Hand Front Bumper for the Road Department, \$1,800 for Event Production and \$2,100 for Video Production for Visitor Services
2. Approval of the Check Registers for April 26 to May 16, 2025
3. Approval of the May 6, 2025 Commission Work Session Meeting Minutes
4. Approval of the May 6, 2025 Commission Meeting Minutes

- [5.](#) Approval of the Utah Office of Tourism-Familiarization Tour Contract between Utah Office of Tourism and San Juan County
- [6.](#) Approval of the Appointment of Wendy Haws to the San Juan Counseling Board for 4-Year Terms
- [7.](#) Approval of the 2026 State Task Force Grant between the Utah Commission on Criminal and Juvenile Justice and San Juan County Sheriff's Office Major Crimes and Drug Task Force
- [8.](#) Approval to Ratify the 2025 Municipal Designated Polling Locations
- [9.](#) Approval of the Independent Contract Agreement with Elsie Dee for the 2025 Municipal Elections
- [10.](#) Approval of the Navajo Language Consulting Contract for Peggy Scott Certified Translator.

## **RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

- [11.](#) Presentation on the Updates for Cooperative Wildfire System. Ryan McArthur, San Juan County Fire Warden
- [12.](#) Presentation for Building Safety Month. Corey Coleman, Building Official

## **BUSINESS/ACTION**

- [13.](#) Consideration and Approval for the San Juan Counseling Area Plan updates in accordance with Utah Code Title 17 Chapter 43. Tammy Squires, Director, San Juan Counseling
- [14.](#) Consideration and Approval of the Off- Highway Vehicle Recreation Grant between the State of Utah, Division of Outdoor Recreation and San Juan County. Todd Adair, San Juan County Road Superintendent
- [15.](#) Business License Interlocal Agreement, Trent Herring, Blanding City Manager, Kaeden Kulow, Monticello City Manager, Erin Nielson, Town of Bluff City Manager, Talia Hansen, SJC Economic Development Manager
- [16.](#) Consideration and Approval of a Standard Service Agreement with J-U-B Engineering and San Juan County for Preliminary Engineering Report Services. Mack McDonald, Chief Administrative Officer
- [17.](#) Consideration and Approval of the Letter of Support for the Digital Access and Opportunity Grant to Enhance Broadband Connectivity and Expand Internet Access Across the County. Mack McDonald, Chief Administrative Officer

## **COMMISSION REPORTS**

## **ADJOURNMENT**

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session if necessary, for reasons permitted under UCA 52-4-205\*



All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*



**117 S Main, Monticello, UT 84535**

**PO Deliver To:** Alisa Scott  
 135 Guenever St.  
 Salt Lake City, UT 84054  
**Purchase Order Number::** 20002  
**PO Date::** 05/15/2025

**Vendor Name:** Alisa Scott

## Purchase Order

Product ID	Quantity	Description	Unit Price	Amount
Meetings with Talia	10	Basecamp	40 USD	400 USD
Updating timing and Organizing Planning Schedule	2	Basecamp	40 USD	80 USD
Editing photos for marketing	2	Basecamp	40 USD	80 USD
Social media post design and content writing	4	Basecamp	40 USD	160 USD
Designing and updating sponsorship applications	2	Basecamp	40 USD	80 USD
Designing and updating vendor applications	3	Basecamp	40 USD	120 USD
Creating and updating eventbrite	2	Basecamp	40 USD	80 USD
Creating media kit	1	Basecamp	40 USD	40 USD
Research and prepare radio marketing opportunities	1	Basecamp	40 USD	40 USD
Designing San Juan Record ad	2	Basecamp	40 USD	80 USD
Designing and coordinating the Pinto Bean ad	2	Basecamp	40 USD	80 USD
Email template design and scheduling for the public, speakers, and county government/guests	6	Basecamp	40 USD	240 USD
Designing and updating nametags and schedule templates	3	Basecamp	40 USD	120 USD
Ordering, printing, and picking up signage and printed materials, researching options for nametag lanyards	5	Basecamp	40 USD	200 USD

Product ID	Quantity	Description	Unit Price	Amount
FedEx Printing of nametags	1	Basecamp	95.92 USD	95.92 USD
Designing and updating Basecamp attendees guide	8	Basecamp	40 USD	320 USD
Designing and updating Basecamp presentation	4	Basecamp	40 USD	160 USD
Travel, on-site event setup, and last minute updates	21	Basecamp	60 USD	1,260 USD
Day of coordinating and event takedown	14	Basecamp	60 USD	840 USD
Post event wrap up needs	2	Basecamp	40 USD	80 USD
Mileage reimbursement	630	Basecamp	0.7 USD	441 USD

**Sub Total:** 4,996.92 USD **Tax:** Freight: **Total Due: 4,996.92 USD**

#### Purchase Validation

#### Basecamp

**Initiator Name:** Nathan Pitts

Approved by /s/Mack McDonald

117 So Main Street  
Monticello, UT 84535  
Ph: 435-587-3225

**Purchase From**

JB Restoration & Fabrication ☒ State Contracted  
17 N 100 E  
Blanding, UT 84511

Attention To :

**Deliver To**

San Juan County Road Dept.  
885 East Center Street,  
PO Box 188,  
Monticello. Utah 84535  
Attention To :

Attention To :

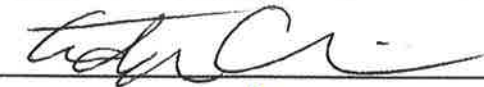
## Purchase Order

P. O. No#	
Date	5/13/2025
Your Ref#	
Our Ref#	
Credit Terms	Cash


Product ID	Description	Quantity		Unit Price	Amount
					\$0.00
	Aftermarket: Ranch Hand Front Bumper w/ Grille Guard	1		\$1,853.01	\$1,853.01
	Freight: Freight In	1		\$250.00	\$250.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
				Sub Total	\$2,103.01
				Tax	Exempt
				Freight	
				Invoice Total	\$2,103.01
				Amount Paid	
				Balance Due	\$2,103.01

Approved:

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Department Head: 

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County Admin: 

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**Terms and Conditions:**

**JB Restoration & Fabrication**

EIN 46-0486343

17 N 100 E

Blanding UT 84511

Phone: 435-678-2952

Fax: 435-678-7858

San Juan County Road Dept.

PO Box 188

Monticello, UT 84535

**Estimate**

565

5/8/2025

2015 Chevrolet Silverado 3500

VIN:

License:

Mileage:

Prod. Date:

Ins. Co.			Address			
Adjuster	Net 15	Phone & Fax			D. D.	
Claim No.			File No.			Date of Loss

Description	Qty	Cost	Total
Aftermarket; Ranch Hand Front Bumper w/Grille Guard	1	1,853.01	1,853.01
Freight; Freight In		250.00	250.00
		<b>Subtotal</b>	<b>\$2,103.01</b>
		<b>Sales Tax (6.75%)</b>	<b>\$0.00</b>
		<b>Total</b>	<b>\$2,103.01</b>



**117 S Main, Monticello, UT 84535**

**PO Deliver To:** 50Below LLC  
53 N 400 W  
Blanding, UT 84511  
**Purchase Order Number::** 1028  
**PO Date::** 05/15/2025

**Vendor Name:** 50Below LLC

## Purchase Order

Product ID	Quantity	Description	Unit Price	Amount
Event production, technical, lighting, sound, etc	1	Basecamp	1,800 USD	1,800 USD

**Sub Total:** 1,800.00 USD **Tax:** **Freight:** **Total Due:** 1,800 USD

### Purchase Validation

Basecamp

**Initiator Name:** Nathan Pitts  
Approved by /s/Mack McDonald



**117 S Main, Monticello, UT 84535**

**PO Deliver To:** Picture it Palmer  
372 E Pinion Ridge Rd  
Blanding, UT 84511  
**Purchase Order Number::** 216  
**PO Date::** 05/15/2025

**Vendor Name:** Picture it Palmer

## Purchase Order

Product ID	Quantity	Description	Unit Price	Amount
Video production	1	Basecamp	1,000 USD	1,000 USD
Video edits	1	Basecamp	1,100 USD	1,100 USD

**Sub Total:** 2,100.00 USD **Tax:** Freight: **Total Due:** 2,100 USD

**Purchase Validation**  
**Basecamp**

**Initiator Name:** Nathan Pitts  
Approved by /s/Mack McDonald

**San Juan County**  
**Check Register**  
**General Fund Checking - Zions 566101143 - 04/26/2025 to 05/16/2025**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
Acumen Fiscal Agent, LLC	133066	65527+	05/07/2025	05/15/2025	12,495.70	Invoices 65527, 64972, and 65027	104685615 - VDHCBS Contracts
Acumen Fiscal Agent, LLC	133066	Acumen April 20	05/07/2025	05/15/2025	475.00	Admin Fees	104685615 - VDHCBS Contracts
					\$12,970.70		
					<b>\$12,970.70</b>		
Amazon Capital Services	132850	1NXN-CHQF-3H	04/29/2025	05/02/2025	659.07	Account #A2V7QM9FKNUPWE	104256250 - Weed Equipment Oper
Amazon Capital Services	132850	1RDL7FWDGP1	04/25/2025	05/02/2025	19.98	Account # A2V7QM9FKNUPWE	214412250 - Equipment Operation
Amazon Capital Services	132850	1YTCHCLFGC3	04/17/2025	05/02/2025	30.54	Account # A2V7QM9FKNUPWE	214412250 - Equipment Operation
					\$709.59		
Amazon Capital Services	132917	1DPR-7WLT-3M	04/29/2025	05/08/2025	119.00	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation
Amazon Capital Services	132995	1JC4-PFLD-HG	05/06/2025	05/16/2025	78.75	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation
Amazon Capital Services	132995	1PKY-CY3R-67G	05/13/2025	05/16/2025	39.98	Account #A2V7QM9FKNUPWE	104256240 - Weed Office Expense
Amazon Capital Services	132995	1PKY-CY3R-67G	05/13/2025	05/16/2025	41.98	Account #A2V7QM9FKNUPWE	104256240 - Weed Office Expense
Amazon Capital Services	132995	1T9T-1T6P-CP4	05/12/2025	05/16/2025	1,072.43	Account #A2V7QM9FKNUPWE	214412250 - Equipment Operation
					\$1,233.14		
					<b>\$2,061.73</b>		
Arriaga, Lizbeth Alejandro	132996	LArriago0507202	05/07/2025	05/16/2025	10.00	Refund on Case #241100069	103511000 - Justice Court Fines
					<b>\$10.00</b>		
Bishop Lifting	132997	SO00468679	05/09/2025	05/16/2025	520.00	Customer #108062	214412250 - Equipment Operation
Bishop Lifting	132997	SO00468679	05/09/2025	05/16/2025	540.00	Customer #108062	214412250 - Equipment Operation
Bishop Lifting	132997	SO00471774	04/29/2025	05/16/2025	156.76	Customer #108062	214412250 - Equipment Operation
					\$1,216.76		
					<b>\$1,216.76</b>		
Blanding Arts & Events Center	132998	2025-AE-0428	04/30/2025	05/16/2025	20.00		104192920 - Econ Dev Rural Count
Blanding Arts & Events Center	132998	2025-AE-0428	04/30/2025	05/16/2025	25.00		104192920 - Econ Dev Rural Count
Blanding Arts & Events Center	132998	2025-AE-0428	04/30/2025	05/16/2025	375.00		104192920 - Econ Dev Rural Count
					\$420.00		
					<b>\$420.00</b>		
Blanding City	132851	04252025	04/25/2025	05/02/2025	144.86	Account #551751001	214414270 - Utilities
Blanding City	132851	04252051	04/25/2025	05/02/2025	1,634.39	Account #551750001	214414270 - Utilities
Blanding City	132851	501640001_042	04/25/2025	05/02/2025	751.35	Account #501640001	724168270 - Utilities
Blanding City	132851	501683003_042	04/25/2025	05/02/2025	711.99	Account #501683003	104672270 - Acc Trans Utilities
Blanding City	132851	501820007_042	04/25/2025	05/02/2025	290.03	Account #501820007	104163270 - Blannex Utilities
Blanding City	132851	BC553342140_0	04/25/2025	05/02/2025	560.34	Account #553343140	255007.270 - Indirect Admin Utilities
					\$4,092.96		
					<b>\$4,092.96</b>		
Blomquist Hale Consulting Group I	132918	BHCGApr25869	04/01/2025	05/08/2025	784.80		104965140 - Undistributed Other E
Blomquist Hale Consulting Group I	132918	BHCGMay25899	05/01/2025	05/08/2025	784.80		104965140 - Undistributed Other E
					\$1,569.60		
					<b>\$1,569.60</b>		



**San Juan County**  
**Check Register**  
**General Fund Checking - Zions 566101143 - 04/26/2025 to 05/16/2025**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
Blue Mountain Foods	132852	01-322346	05/01/2025	05/02/2025	20.55	Seniors-Monticello	104677323 - Congregate Meals - M
Blue Mountain Foods	132852	01-322512	05/01/2025	05/02/2025	9.96	Seniors-Monticello	104678323 - Home Deliv Meals - M
Blue Mountain Foods	132852	01-325764	05/01/2025	05/02/2025	17.72	Seniors-Monticello	104677323 - Congregate Meals - M
Blue Mountain Foods	132852	01-663812	04/11/2025	05/02/2025	7.35		104678323 - Home Deliv Meals - M
Blue Mountain Foods	132852	01-667095	04/23/2025	05/02/2025	23.62		104677323 - Congregate Meals - M
Blue Mountain Foods	132852	01-675995	04/21/2025	05/02/2025	105.66	Jail	274230350 - Inmate Commissary Ex
Blue Mountain Foods	132852	01-677986	04/23/2025	05/02/2025	37.42		104677323 - Congregate Meals - M
Blue Mountain Foods	132852	02-520323	04/21/2025	05/02/2025	26.99	Sheriff's Office	104210480 - Sheriff Special Depart
Blue Mountain Foods	132852	02-526687	04/28/2025	05/02/2025	4.59	Jail	104230350 - Jail State Prisoner Exp
Blue Mountain Foods	132852	03-463819	05/01/2025	05/02/2025	21.39	Seniors-Monticello	104677328 - Congregate Meals - La
Blue Mountain Foods	132852	03-584367	04/16/2025	05/02/2025	408.48	Jail	274230350 - Inmate Commissary Ex
					<b>\$683.73</b>		
Blue Mountain Foods	132919	01-686199	04/30/2025	05/08/2025	101.36		104678323 - Home Deliv Meals - M
Blue Mountain Foods	132919	03-597858	05/01/2025	05/08/2025	16.45		104677323 - Congregate Meals - M
Blue Mountain Foods	132919	BMF01678232	04/23/2025	05/08/2025	16.15	Jail	104230480 - Jail Kitchen Food
Blue Mountain Foods	132919	BMF02524006	04/25/2025	05/08/2025	20.16	Jail	104230480 - Jail Kitchen Food
Blue Mountain Foods	132919	BMF03593615	04/26/2025	05/08/2025	817.68	Jail	274230350 - Inmate Commissary Ex
					<b>\$971.80</b>		
Blue Mountain Foods	132999	01-688671	05/02/2025	05/16/2025	19.74	Seniors - Monticello	104678323 - Home Deliv Meals - M
Blue Mountain Foods	132999	01-694945	05/07/2025	05/16/2025	42.63	Seniors - Monticello	104677323 - Congregate Meals - M
					<b>\$62.37</b>		
					<b>\$1,717.90</b>		
Bluff Water Works	132853	BWWSSDSDI30	04/01/2025	05/02/2025	35.00		104225270 - Fire/Rescue Utilities
					<b>\$35.00</b>		
Bob Barker Company Inc.	132854	INV2125722	04/14/2025	05/02/2025	113.00	Customer SANUT1: Dennis Hoggard	104230350 - Jail State Prisoner Exp
					<b>\$113.00</b>		
Bound Tree Medical, LLC	132920	85752215	04/29/2025	05/08/2025	475.45	Account #114364	264350610 - Miscellaneous Supplie
Bound Tree Medical, LLC	132920	85752216	04/29/2025	05/08/2025	98.02	Account #114364	264350610 - Miscellaneous Supplie
					<b>\$573.47</b>		
					<b>\$573.47</b>		
Brantley Distributing, LLC.	132855	25261400	04/28/2025	05/02/2025	154.60	Customer #14561	214412250 - Equipment Operation
Brantley Distributing, LLC.	132921	25261510	04/28/2025	05/08/2025	567.15	Customer #14560	214412250 - Equipment Operation
Brantley Distributing, LLC.	132921	25261510/1	04/30/2025	05/08/2025	102.25	Customer #14560	214412250 - Equipment Operation
Brantley Distributing, LLC.	132921	P10009752	04/28/2025	05/08/2025	48.95	"Customer 14560	214412250 - Equipment Operation
					<b>\$718.35</b>		
					<b>\$872.95</b>		
Brown Brothers Construction Co	132922	25.5009	05/05/2025	05/08/2025	50,421.48	Crushed gravel	214414411 - Gravel
					<b>\$50,421.48</b>		
Brown's Towing & Road Service, L	132856	001731	04/16/2025	05/02/2025	154.04		104210251 - Sheriff Gas, Oil and Gr

**San Juan County**  
**Check Register**  
**General Fund Checking - Zions 566101143 - 04/26/2025 to 05/16/2025**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
Brown's Towing & Road Service, L	133000	BT&RS001912	05/12/2025	05/16/2025	1,650.00	SJC Sheriffs Office	104215620 - Search Rescue Miscell
Brown's Towing & Road Service, L	133000	BT&RS001913	05/12/2025	05/16/2025	220.00	SJC Sheriffs Office	104215620 - Search Rescue Miscell
Brown's Towing & Road Service, L	133000	BT&RS001914	05/12/2025	05/16/2025	310.00	SJC Sheriffs Office	104215620 - Search Rescue Miscell
					<b>\$2,180.00</b>		
					<b>\$2,334.04</b>		
Brown, Peter	132857	USPS04252025	04/25/2025	05/02/2025	10.85		104142241 - Clerk/Auditor Postage
					<b>\$10.85</b>		
Business Solutions Group, LLC	133001	414634015001	05/06/2025	05/16/2025	193.39	Account #47849426	104193490 - Visitor Serv Advertising
					<b>\$193.39</b>		
Canon USA, Inc.	132858	40179510	04/11/2025	05/02/2025	87.22	Contract # 915671-1	104230310 - Jail Professional and T
					<b>\$87.22</b>		
Canyonlands Advertising Inc.	132923	CAMH CONTRA	04/18/2025	05/08/2025	1,050.00		104193920 - Visitor Serv Grants
					<b>\$1,050.00</b>		
Canyonlands Tire, LLC	133002	CT8463	05/01/2025	05/16/2025	69.39	Statement #8463	264350310 - Professional and Tech
					<b>\$69.39</b>		
Carhart Feed & Seed Inc.	133003	673574	05/01/2025	05/16/2025	51.90	CEDF80	104225270 - Fire/Rescue Utilities
					<b>\$51.90</b>		
Change Companies, Inc.	133004	CC249288	04/30/2025	05/16/2025	417.92	Account #41625	274230350 - Inmate Commissary Ex
					<b>\$417.92</b>		
Child Support Services	132859	PR042725-1117	05/02/2025	05/02/2025	115.23	Case Number C001392403	102229500 - Other Deductions Paya
Child Support Services	132859	PR042725-1117	05/02/2025	05/02/2025	263.08	Case Number C001361546	102229500 - Other Deductions Paya
					<b>\$378.31</b>		
Child Support Services	133005	PR051125-1117	05/16/2025	05/16/2025	115.23	Case Number C001392403	102229500 - Other Deductions Paya
Child Support Services	133005	PR051125-1117	05/16/2025	05/16/2025	263.08	Case Number C001361546	102229500 - Other Deductions Paya
					<b>\$378.31</b>		
					<b>\$756.62</b>		
Cintas Corporation	132924	4229465238	05/05/2025	05/08/2025	52.72	Customer #13213559	102229500 - Other Deductions Paya
Cintas Corporation	132924	4229465238	05/05/2025	05/08/2025	79.76	Customer #13213559	214414260 - Buildings and Grounds
					<b>\$132.48</b>		
Cintas Corporation	133006	4230138968	05/12/2025	05/16/2025	17.22	Customer #13213559	214414260 - Buildings and Grounds
Cintas Corporation	133006	4230138968	05/12/2025	05/16/2025	37.14	Customer #13213559	102229500 - Other Deductions Paya
					<b>\$54.36</b>		
					<b>\$186.84</b>		
Clark, Sharmayne	132925	SC4302025	04/29/2025	05/08/2025	560.00		104672615 - Acc Trans Contracts
					<b>\$560.00</b>		

**San Juan County**  
**Check Register**  
**General Fund Checking - Zions 566101143 - 04/26/2025 to 05/16/2025**

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
Collins, Catherine	132926	CC4302025	04/30/2025	05/08/2025	560.00		104679615 - State Alt Contracts
					<b>\$560.00</b>		
Colorado Family Support Registry	132860	PR042725-1454	05/02/2025	05/02/2025	278.30	FSR:17624214 Case:39-101709-44-0-A	102229500 - Other Deductions Paya
Colorado Family Support Registry	133007	PR051125-1454	05/16/2025	05/16/2025	278.30	FSR:17624214 Case:39-101709-44-0-A	102229500 - Other Deductions Paya
					<b>\$556.60</b>		
Cortez, Shonnell	132861	SCortez0425202	04/25/2025	05/02/2025	26.00		264350230 - Travel Expense
					<b>\$26.00</b>		
CPI Foods Inc	132927	0414252525	04/14/2025	05/08/2025	952.10		104679610 - State Alt Miscellaneous
CPI Foods Inc	132927	0414252525	04/14/2025	05/08/2025	1,689.70		104680610 - Medicaid Miscellaneous
					\$2,641.80		
					<b>\$2,641.80</b>		
Dee, Elsie	133008	20250503Clerk's	05/12/2025	05/16/2025	1,600.00		104173310 - Elections Professional
					<b>\$1,600.00</b>		
DeGraw, Daniel Vint	132862	2025042501	04/25/2025	05/02/2025	12.70	Refendum Packet Mailing Reimbursement	104173240 - Elections Office Expen
					<b>\$12.70</b>		
Diamond Propane, LLC	133009	020673	04/11/2025	05/16/2025	537.73	Montezuma Creek Fire Station	104225270 - Fire/Rescue Utilities
					<b>\$537.73</b>		
Duncan, Lyman	133010	662383	05/01/2025	05/16/2025	30.01		104142230 - Clerk/Auditor Travel Ex
					<b>\$30.01</b>		
Earthgrains Baking Company	132928	EBC8527229000	04/22/2025	05/08/2025	71.60	Customer #232084-1	104230480 - Jail Kitchen Food
Earthgrains Baking Company	132928	EBC8527229000	04/29/2025	05/08/2025	71.60	Customer #232004-1	104230480 - Jail Kitchen Food
					\$143.20		
					<b>\$143.20</b>		
Emery Telcom	132929	2278SZ10001.06	05/01/2025	05/08/2025	2,042.94		104574615 - TV Comm Contracts
Emery Telcom	132929	ET3324200_050	05/01/2025	05/08/2025	43.98		104210280 - Sheriff Telephone
Emery Telcom	132929	ET3324200_050	05/01/2025	05/08/2025	79.95		104225270 - Fire/Rescue Utilities
Emery Telcom	132929	ET3324200_050	05/01/2025	05/08/2025	79.95		574424280 - Telephone
Emery Telcom	132929	ET3324200_050	05/01/2025	05/08/2025	84.95		104255270 - EOC Utilities
Emery Telcom	132929	ET3324200_050	05/01/2025	05/08/2025	104.95		104163270 - Blannex Utilities
Emery Telcom	132929	ET3324200_050	05/01/2025	05/08/2025	209.90		104672270 - Acc Trans Utilities
Emery Telcom	132929	ET3324200_050	05/01/2025	05/08/2025	269.90		214414270 - Utilities
Emery Telcom	132929	ET3324200_050	05/01/2025	05/08/2025	529.85		104151280 - IT Telephone
					<b>\$3,446.37</b>		
Emery Telcom	133011	ET3514200 5202	05/01/2025	05/16/2025	228.76	Account #3514200	104672270 - Acc Trans Utilities
Emery Telcom	133011	ET3609200_050	05/01/2025	05/16/2025	84.95	Account #3609200	104230350 - Jail State Prisoner Exp
Emery Telcom	133011	ET987300_0501	05/01/2025	05/16/2025	116.16	Account #987300	104230350 - Jail State Prisoner Exp
Emery Telcom	133011	ET988500 52025	05/01/2025	05/16/2025	116.16	Account #988500	104255270 - EOC Utilities

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Emery Telecom	133011	IS386	05/01/2025	05/16/2025	189.90	Account #3431000	264350270 - Utilities
					\$735.93		
					<b>\$4,182.30</b>		
Empire Electric Assoc. Inc.	132863	04292025	04/29/2025	05/02/2025	77.80	Account #9579025	214414270 - Utilities
Empire Electric Assoc. Inc.	132930	9579003-050720	04/29/2025	05/08/2025	574.68	Account #9579003	724167270 - Utilities
Empire Electric Assoc. Inc.	132930	9579004-050720	04/29/2025	05/08/2025	1,129.51	Account #9579004	104161270 - Courthouse Utilities
Empire Electric Assoc. Inc.	132930	9579007-050820	04/29/2025	05/08/2025	95.41	Account #9579007	104225270 - Fire/Rescue Utilities
Empire Electric Assoc. Inc.	132930	9579010-050820	04/29/2025	05/08/2025	39.12	Account #9579010	104225270 - Fire/Rescue Utilities
Empire Electric Assoc. Inc.	132930	9579019_04292	04/29/2025	05/08/2025	77.22	Account #9579019	104620270 - Fair Utilities
Empire Electric Assoc. Inc.	132930	9579020-050820	04/29/2025	05/08/2025	198.86	Account #9579020	104620270 - Fair Utilities
Empire Electric Assoc. Inc.	132930	9579027-050820	04/29/2025	05/08/2025	154.18	Account #9579027	264350270 - Utilities
Empire Electric Assoc. Inc.	132930	9579028-050820	04/29/2025	05/08/2025	1,025.17	Account #9579028	104574270 - TV Comm Utilities
Empire Electric Assoc. Inc.	132930	9579029-050820	04/29/2025	05/08/2025	117.09	Account #9579029	104165270 - Sheriff Annex Utilities
Empire Electric Assoc. Inc.	132930	9579032-050820	04/29/2025	05/08/2025	44.77	Account #9579032	104225270 - Fire/Rescue Utilities
Empire Electric Assoc. Inc.	132930	EEA9579005	04/30/2025	05/08/2025	99.76		104255270 - EOC Utilities
Empire Electric Assoc. Inc.	132930	EEA9579005	04/30/2025	05/08/2025	99.76	Account #9579005	104225270 - Fire/Rescue Utilities
Empire Electric Assoc. Inc.	132930	EEA9579006	04/29/2025	05/08/2025	152.19		104255270 - EOC Utilities
Empire Electric Assoc. Inc.	132930	EEA9579006	04/29/2025	05/08/2025	152.19	Account #9579006	104225270 - Fire/Rescue Utilities
					\$3,959.91		
					<b>\$4,037.71</b>		
Enbridge Gas	132864	0922180000_411	04/11/2025	05/02/2025	154.56		104620270 - Fair Utilities
Enbridge Gas	132864	2922180000_04	04/21/2025	05/02/2025	61.19		214414270 - Utilities
Enbridge Gas	132864	3153860000_04	04/21/2025	05/02/2025	119.69		264350270 - Utilities
Enbridge Gas	132864	4922180000_04	04/21/2025	05/02/2025	56.76	Account #59271696-012 1	104225270 - Fire/Rescue Utilities
Enbridge Gas	132864	4922180000_04	04/21/2025	05/02/2025	56.76	Account #59271696-012 1	104255270 - EOC Utilities
Enbridge Gas	132864	6063860000_04	04/21/2025	05/02/2025	252.22	Account #59271696-012 1	104225270 - Fire/Rescue Utilities
Enbridge Gas	132864	6063860000_04	04/21/2025	05/02/2025	252.22	Account #59271696-012 1	104255270 - EOC Utilities
Enbridge Gas	132864	6353860000_04	04/21/2025	05/02/2025	1,491.40		104166270 - PS Bldg Utilities
Enbridge Gas	132864	7624767442_04	05/01/2025	05/02/2025	102.81	Fencing from Damage	104225270 - Fire/Rescue Utilities
Enbridge Gas	132864	7643860000_04	05/01/2025	05/02/2025	135.59	Fencing from Damage	724167270 - Utilities
Enbridge Gas	132864	Document25042	05/01/2025	05/02/2025	472.78	Fencing from Damage	104161270 - Courthouse Utilities
Enbridge Gas	132864	Document25042	04/11/2025	05/02/2025	186.54		264350270 - Utilities
Enbridge Gas	132864	Document76438	05/01/2025	05/02/2025	135.59	Fencing from Damage	724167270 - Utilities
					\$3,478.11		
					<b>\$3,478.11</b>		
Equitable Financial Equi-vest (AXA	132865	PR042825-743	05/02/2025	05/02/2025	100.00	Equitable Finance Equi-vest	102225000 - Equivest
Equitable Financial Equi-vest (AXA	133012	PR051225-743	05/16/2025	05/16/2025	100.00	Equitable Finance Equi-vest	102225000 - Equivest
					<b>\$200.00</b>		
Farmers Telecommunications Inc	133013	FTIW1009958	05/01/2025	05/16/2025	54.99	Account #0061984-7	104225280 - Fire/Rescue Telephone
					<b>\$54.99</b>		
Fastenal Company	132866	COBAY82976	04/29/2025	05/02/2025	280.46	Customer #COBAY1477	214412250 - Equipment Operation

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Fastenal Company	132866	COBAY83113	04/24/2025	05/02/2025	300.37	Customer # COBAY0409	214412250 - Equipment Operation
					\$580.83		
Fastenal Company	132931	COBAY83112	04/24/2025	05/08/2025	672.76	Customer #COBAY0409	214412250 - Equipment Operation
Fastenal Company	133014	214412250	05/06/2025	05/16/2025	381.88	Customer #COBAY0409	214412250 - Equipment Operation
Fastenal Company	133014	COBAY83258	05/06/2025	05/16/2025	305.52	Customer #COBAY0409	214412250 - Equipment Operation
					\$687.40		
					<b>\$1,940.99</b>		
Fitzgerald Law Office, LLC	132932	FLO05052025	05/05/2025	05/08/2025	2,992.50	Juvenile Court Public Defender	104126615 - Public Defender Contr
					<b>\$2,992.50</b>		
FleetPride Inc	132867	125128687	04/21/2025	05/02/2025	96.99		214412250 - Equipment Operation
FleetPride Inc	132867	125144414	04/21/2025	05/02/2025	290.97		214412250 - Equipment Operation
FleetPride Inc	132867	125172447	04/22/2025	05/02/2025	122.64		214412250 - Equipment Operation
FleetPride Inc	132867	125211065	04/23/2025	05/02/2025	-56.00		214412250 - Equipment Operation
					\$454.60		
FleetPride Inc	132933	125203894	04/23/2025	05/08/2025	87.18		214412250 - Equipment Operation
FleetPride Inc	132933	125397576	05/07/2025	05/08/2025	28.00	Account #120398-002	214412250 - Equipment Operation
FleetPride Inc	132933	125397576	05/07/2025	05/08/2025	42.36	Account #120398-002	214412250 - Equipment Operation
FleetPride Inc	132933	125397576	05/07/2025	05/08/2025	69.99	Account #120398-002	214412250 - Equipment Operation
FleetPride Inc	132933	125397576	05/07/2025	05/08/2025	99.00	Account #120398-002	214412250 - Equipment Operation
FleetPride Inc	132933	125397576	05/07/2025	05/08/2025	300.99	Account #120398-002	214412250 - Equipment Operation
					\$627.52		
FleetPride Inc	133015	125502363	05/05/2025	05/16/2025	107.91		214412250 - Equipment Operation
FleetPride Inc	133015	125554326	05/07/2025	05/16/2025	-28.00	Account #120398-002	214412250 - Equipment Operation
FleetPride Inc	133015	125682403	05/12/2025	05/16/2025	56.07	Account #120398-002	214412250 - Equipment Operation
					\$135.98		
					<b>\$1,218.10</b>		
Four Corners Welding & Gas	132934	CC 400226	05/05/2025	05/08/2025	452.09	Customer #205500	214412250 - Equipment Operation
Four Corners Welding & Gas	132934	GR00196943	04/30/2025	05/08/2025	91.75	Customer #205500	214412250 - Equipment Operation
					\$543.84		
					<b>\$543.84</b>		
Freestone, Natalie	132935	NF512025	05/01/2025	05/08/2025	115.00		104575230 - Historical Travel Expen
					<b>\$115.00</b>		
Frontier Communications	132868	F435587279703	04/15/2025	05/02/2025	219.54	Account #435-587-2797-030304-8	104225280 - Fire/Rescue Telephone
Frontier Communications	132868	F435651335108	04/13/2025	05/02/2025	251.48	Account #435-651-3351-052400-8	104225280 - Fire/Rescue Telephone
Frontier Communications	132868	F435727344006	04/10/2025	05/02/2025	310.59	Account #435-727-3440-062308-8	104225280 - Fire/Rescue Telephone
					\$781.61		
					<b>\$781.61</b>		
Gallegos, Tamara	132936	TG 522025	05/02/2025	05/08/2025	70.00		104675230 - Ombuds Travel Expen
Gallegos, Tamara	132936	TG 522025	05/02/2025	05/08/2025	167.00		104255230 - EOC Travel Expense
					\$237.00		
					<b>\$237.00</b>		

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GetGo Office Products	133016	001650	05/13/2025	05/16/2025	479.50	SJC EMS	264350250 - Equipment Operation
					<b>\$479.50</b>		
Grainger	132869	9478141170	04/17/2025	05/02/2025	12.92	Account #809616402	214412250 - Equipment Operation
					<b>\$12.92</b>		
Grand County Children's Justice C	133017	GCCJC0324202	05/06/2025	05/16/2025	1,000.00	CAP Kickoff Jensen Presentation	104860330 - CJC Employee Educati
					<b>\$1,000.00</b>		
Grand County Emergency Medical	132870	149	04/28/2025	05/02/2025	12.00	San Juan County EMS	264350330 - Employee Education
Grand County Emergency Medical	132937	150	05/06/2025	05/08/2025	120.00		264350330 - Employee Education
					<b>\$132.00</b>		
Halls, Craig C.	132938	RI0501251	05/01/2025	05/08/2025	11,000.00	Craig Halls Payment	104145310 - Attorney Professional a
					<b>\$11,000.00</b>		
Happy Morgan Law	132939	HML04302025	04/30/2025	05/08/2025	7,837.50	April 2025	104126615 - Public Defender Contr
					<b>\$7,837.50</b>		
Hazleton, Lyon W. II	132940	LHazleton05072	05/07/2025	05/08/2025	1,455.67		104122210 - Justice Court Subscript
					<b>\$1,455.67</b>		
HealthEquity Inc.	EFT	PR041325-4210	04/18/2025	04/30/2025	6,162.49	Health Saving Account Contributions	102228000 - HSA
HealthEquity Inc.	EFT	PR041425-4210	04/18/2025	04/30/2025	667.51	Health Saving Account Contributions	102228000 - HSA
					<b>\$6,830.00</b>		
					<b>\$6,830.00</b>		
Holland Equipment Company	132871	37140	04/09/2025	05/02/2025	441.91		214412250 - Equipment Operation
Holland Equipment Company	132871	37447	04/24/2025	05/02/2025	1,798.80		214412250 - Equipment Operation
					<b>\$2,240.71</b>		
					<b>\$2,240.71</b>		
Hondaland Corp.	133018	HL1833	03/20/2025	05/16/2025	29.39		104166260 - PS Bldg Buildings and
					<b>\$29.39</b>		
Hudson Printing	132941	HPC10360301	05/01/2025	05/08/2025	4,960.99	Job #103603	104193920 - Visitor Serv Grants
					<b>\$4,960.99</b>		
ImageNet Consulting, LLC	132872	INCINV1249559	04/24/2025	05/02/2025	214.11	Customer #PKS0623	104150310 - Non-Dept Professional
ImageNet Consulting, LLC	132872	INV1238709	04/14/2025	05/02/2025	207.80	Customer #34910	104230310 - Jail Professional and T
ImageNet Consulting, LLC	132872	INV1238710	04/14/2025	05/02/2025	155.14	Customer #34910	104230310 - Jail Professional and T
ImageNet Consulting, LLC	132872	INV1246767	04/22/2025	05/02/2025	95.16	Customer #PKS0500	104230310 - Jail Professional and T
ImageNet Consulting, LLC	132872	INV1251831	04/28/2025	05/02/2025	33.82	Customer #34910	104230310 - Jail Professional and T
ImageNet Consulting, LLC	132872	INV1252479	04/29/2025	05/02/2025	28.88	Customer #27911	214414240 - Office Expense
					<b>\$734.91</b>		
ImageNet Consulting, LLC	132942	3404765	05/08/2025	05/08/2025	270.00	Sales Order #3404765	104144240 - Recorder Office Expen

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ImageNet Consulting, LLC	132942	INCINV1216672	03/24/2025	05/08/2025	44.21	Customer # CO52	104145250 - Attorney Equipment Op
ImageNet Consulting, LLC	132942	INCINV1247805	04/23/2025	05/08/2025	28.97	Customer # CO52	104145250 - Attorney Equipment Op
ImageNet Consulting, LLC	132942	INCINV1251831	04/28/2025	05/08/2025	33.82	Customer #34910	104230310 - Jail Professional and T
ImageNet Consulting, LLC	132942	INV1245626	04/21/2025	05/08/2025	177.88	Customer #58478	214412250 - Equipment Operation
ImageNet Consulting, LLC	132942	INV1259608	05/02/2025	05/08/2025	52.96	Customer #27422	104144240 - Recorder Office Expen
					<u>\$607.84</u>		
					<b>\$1,342.75</b>		
IRS - EFTPS	EFT	PR033025-575	04/07/2025	04/30/2025	63.44	Medicare Tax	102221000 - FICA Payable
IRS - EFTPS	EFT	PR033025-575	04/07/2025	04/30/2025	271.22	Social Security Tax	102221000 - FICA Payable
IRS - EFTPS	EFT	PR033025-575	04/07/2025	04/30/2025	281.44	Federal Income Tax	102222000 - Federal Tax W/H Paya
IRS - EFTPS	EFT	PR041325-575	04/18/2025	04/30/2025	8,717.94	Medicare Tax	102221000 - FICA Payable
IRS - EFTPS	EFT	PR041325-575	04/18/2025	04/30/2025	21,300.27	Federal Income Tax	102222000 - Federal Tax W/H Paya
IRS - EFTPS	EFT	PR041325-575	04/18/2025	04/30/2025	37,276.70	Social Security Tax	102221000 - FICA Payable
IRS - EFTPS	EFT	PR041425-575	04/18/2025	04/30/2025	1,300.18	Medicare Tax	102221000 - FICA Payable
IRS - EFTPS	EFT	PR041425-575	04/18/2025	04/30/2025	3,581.63	Federal Income Tax	102222000 - Federal Tax W/H Paya
IRS - EFTPS	EFT	PR041425-575	04/18/2025	04/30/2025	5,559.20	Social Security Tax	102221000 - FICA Payable
					<u>\$78,352.02</u>		
					<b>\$78,352.02</b>		
Jackson Group Peterbilt	132873	259867GJ	04/28/2025	05/02/2025	93.01	Account #1825	214412250 - Equipment Operation
Jackson Group Peterbilt	133019	260176GJ	05/07/2025	05/16/2025	373.76	Account #1825	214412250 - Equipment Operation
Jackson Group Peterbilt	133020	DE-02340-1	05/12/2025	05/16/2025	168,023.00		214141740 - B Road Capital Outlay
Jackson Group Peterbilt	133020	DE-02340-2	05/12/2025	05/16/2025	168,023.00		214141740 - B Road Capital Outlay
					<u>\$336,046.00</u>		
					<b>\$336,512.77</b>		
JB Restoration & Fabrication, LLC	132874	4223	04/23/2025	05/02/2025	5,316.61		214412250 - Equipment Operation
JB Restoration & Fabrication, LLC	133021	4227	04/01/2025	05/16/2025	325.00	Windsheild, DW01851GBY	264350250 - Equipment Operation
JB Restoration & Fabrication, LLC	133021	JBR&F4230	05/06/2025	05/16/2025	500.00	Windshield, DW02683GTY	104210251 - Sheriff Gas, Oil and Gr
					<u>\$825.00</u>		
					<b>\$6,141.61</b>		
K&H Integrated Print Solutions	132875	306004	04/28/2025	05/02/2025	500.00	Postage Deposit Invoice	104173241 - Elections Postage
					<u>\$500.00</u>		
Keith, Joe	132876	JKeith04302025	04/30/2025	05/02/2025	150.00	Boot Allowance	214414480 - Special Department Su
					<u>\$150.00</u>		
Kenworth Sales Company	132877	005P20627	04/16/2025	05/02/2025	36.72	Customer #15013	214412250 - Equipment Operation
Kenworth Sales Company	132877	005P20677	04/18/2025	05/02/2025	294.50	Customer #15013	214412250 - Equipment Operation
Kenworth Sales Company	132877	005P20731	04/22/2025	05/02/2025	147.25	Customer #15013	214412250 - Equipment Operation
					<u>\$478.47</u>		
Kenworth Sales Company	132943	005P20735	04/24/2025	05/08/2025	-346.20	"Customer 15013	214412250 - Equipment Operation
Kenworth Sales Company	132943	005P20806	04/28/2025	05/08/2025	1,222.37	Customer #15013	214412250 - Equipment Operation

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Kenworth Sales Company	132943	005P20822	04/24/2025	05/08/2025	289.81	Customer #15013	214412250 - Equipment Operation
Kenworth Sales Company	132943	005P20835	04/28/2025	05/08/2025	7,199.00	Customer #15013	214412250 - Equipment Operation
Kenworth Sales Company	132943	005P20842	04/24/2025	05/08/2025	813.17	"Customer 15013	214412250 - Equipment Operation
Kenworth Sales Company	132943	005P20876	04/28/2025	05/08/2025	74.74	Customer #15013	214412250 - Equipment Operation
Kenworth Sales Company	132943	005P20938	04/28/2025	05/08/2025	746.52	Customer #15013	214412250 - Equipment Operation
Kenworth Sales Company	132943	005P21030	04/30/2025	05/08/2025	1,253.70	Customer #15013	214412250 - Equipment Operation
Kenworth Sales Company	132943	005P21071	05/05/2025	05/08/2025	721.39	Customer #15013	214412250 - Equipment Operation
Kenworth Sales Company	132943	005P21185	05/06/2025	05/08/2025	520.75	Customer #15013	214412250 - Equipment Operation
Kenworth Sales Company	132943	005P21186	05/05/2025	05/08/2025	45.79	Customer #15013	214412250 - Equipment Operation
					<b>\$12,541.04</b>		
					<b>\$13,019.51</b>		
Keytrak, Inc.	133022	KT2404190	04/22/2025	05/16/2025	2,688.40	Account #K66058	104230242 - Jail Software Maintena
					<b>\$2,688.40</b>		
Kirkwood, Joe DBA MATCO, LLC	132944	7720	04/30/2025	05/08/2025	40.65		214412250 - Equipment Operation
					<b>\$40.65</b>		
KUBL Group, LLC	133023	KUBL2622	02/24/2025	05/16/2025	15,650.00	Project 19.13_San Juan County Maintenance	104230242 - Jail Software Maintena
					<b>\$15,650.00</b>		
Kunz PC	132945	K252	05/05/2025	05/08/2025	828.00	3.00001_NMA v. San Juan County	104156310 - Legal Defense Professi
Kunz PC	132945	K253	05/05/2025	05/08/2025	3,655.01	3.00002_NSJCC v. San Juan County	104156310 - Legal Defense Professi
Kunz PC	132945	K254	05/05/2025	05/08/2025	69.00	3.00004_Camberlango v San Juan County	104156310 - Legal Defense Professi
					<b>\$4,552.01</b>		
					<b>\$4,552.01</b>		
Leslie Miles APRN	133024	LM-1224-49037	01/01/2025	05/16/2025	175.00	December 2024	104125310 - Sanity Hearings Profes
					<b>\$175.00</b>		
LexisNexis Risk Solutions Inc	132946	LNRS130012016	04/30/2025	05/08/2025	666.67	Account #7064509	104210210 - Sheriff Subscriptions a
					<b>\$666.67</b>		
Life-Assist Inc	132947	1594064	04/29/2025	05/08/2025	344.62	Order #54254936-1	264350610 - Miscellaneous Supplie
					<b>\$344.62</b>		
Little America-Salt Lake	133025	LA2173611	05/02/2025	05/16/2025	161.69	A/R #364927	104111230 - Commission Travel Exp
Little America-Salt Lake	133025	LA2173612	05/02/2025	05/16/2025	179.69	A/R #364927	254310230 - Travel Expense
Little America-Salt Lake	133025	LA2173613	05/02/2025	05/16/2025	161.69	A/R #364927	254310230 - Travel Expense
					<b>\$503.07</b>		
					<b>\$503.07</b>		
Main Street Drug and Boutique	132878	43229	04/29/2025	05/02/2025	56.95		104230312 - Jail Inmate Medical Ex
Main Street Drug and Boutique	132878	43368	04/28/2025	05/02/2025	49.62		104230312 - Jail Inmate Medical Ex
					<b>\$106.57</b>		
Main Street Drug and Boutique	132948	MSD43529	05/01/2025	05/08/2025	10.96	Account #1066	104230312 - Jail Inmate Medical Ex



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Main Street Drug and Boutique	133026	MSD43745	05/06/2025	05/16/2025	22.28	BHaws	104230312 - Jail Inmate Medical Ex
					<b>\$139.81</b>		
Maughan, Lori	132949	LMaughan05062	05/06/2025	05/08/2025	801.00		104111230 - Commission Travel Exp
					<b>\$801.00</b>		
Maughan, Mitchell	132950	MMaughan0506	04/22/2025	05/08/2025	150.00	Reimbursement of Paper Serving Fee	104145240 - Attorney Office Expens
					<b>\$150.00</b>		
Maxwell Equipment Company, Inc.	133027	ME1502	04/23/2025	05/16/2025	4,400.00	Kettle Rental	214414410 - Road Supplies
					<b>\$4,400.00</b>		
Maxwell Products Inc.	132879	1502	04/23/2025	05/02/2025	4,400.00	Kettle Rental	214414410 - Road Supplies
					<b>\$4,400.00</b>		
McNeely, Jerry	132951	RI0501252	05/01/2025	05/08/2025	1,500.00		104112310 - Planning Professional
					<b>\$1,500.00</b>		
Monticello City	132880	HO 2ND QTR 20	04/25/2025	05/02/2025	3,252.69		104672270 - Acc Trans Utilities
Monticello City	132880	MC04242025	04/24/2025	05/02/2025	500.00	Monticello Recreation Youth Baseball Tourna	104194620 - Marketing Miscellaneo
					<b>\$3,752.69</b>		
Monticello City	132952	05012025 19546	04/28/2025	05/08/2025	100.00	Account #195461	104672270 - Acc Trans Utilities
Monticello City	132952	35601-05082025	04/30/2025	05/08/2025	56.92		104165270 - Sheriff Annex Utilities
Monticello City	132952	35601-05082025	04/30/2025	05/08/2025	56.92		104225270 - Fire/Rescue Utilities
Monticello City	132952	35601-05082025	04/30/2025	05/08/2025	56.92		104225270 - Fire/Rescue Utilities
Monticello City	132952	35601-05082025	04/30/2025	05/08/2025	56.92		104620270 - Fair Utilities
Monticello City	132952	35601-05082025	04/30/2025	05/08/2025	72.50		104620270 - Fair Utilities
Monticello City	132952	35601-05082025	04/30/2025	05/08/2025	112.50		724167270 - Utilities
Monticello City	132952	35601-05082025	04/30/2025	05/08/2025	197.41		104161270 - Courthouse Utilities
Monticello City	132952	35601-05082025	04/30/2025	05/08/2025	208.27		214414270 - Utilities
Monticello City	132952	35601-05082025	04/30/2025	05/08/2025	2,265.47		104166270 - PS Bldg Utilities
Monticello City	132952	MC04302025	04/30/2025	05/08/2025	132.50	Account #194121	264350270 - Utilities
					<b>\$3,316.33</b>		
					<b>\$7,069.02</b>		
Monticello Mercantile	132881	1431/1	04/17/2025	05/02/2025	12.99	Customer #76992	214412250 - Equipment Operation
Monticello Mercantile	132881	1542	04/28/2025	05/02/2025	26.97	Customer #76992	104161260 - Courthouse Buildings a
Monticello Mercantile	132881	1565/1	04/29/2025	05/02/2025	15.99		104230350 - Jail State Prisoner Exp
					<b>\$55.95</b>		
Monticello Mercantile	132953	1541 /1	04/28/2025	05/08/2025	4.79	Customer #76992	214412250 - Equipment Operation
Monticello Mercantile	132953	1609 /1	05/01/2025	05/08/2025	6.99	Customer #76992	104166260 - PS Bldg Buildings and
Monticello Mercantile	132953	1631	05/02/2025	05/08/2025	24.99	Customer #76992	104166260 - PS Bldg Buildings and
Monticello Mercantile	132953	1687	05/06/2025	05/08/2025	5.96	Customer #76992	104166260 - PS Bldg Buildings and
Monticello Mercantile	132953	1708 /1	05/08/2025	05/08/2025	7.96	Customer #76992	104166260 - PS Bldg Buildings and
Monticello Mercantile	132953	623	02/03/2025	05/08/2025	33.95	Kissflow	724581240 - Office Expense
Monticello Mercantile	132953	664	02/05/2025	05/08/2025	18.77		724581240 - Office Expense
					<b>\$103.41</b>		

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Monticello Mercantile	133028	1584/1	05/05/2025	05/16/2025	29.99	Customer #76992	104256250 - Weed Equipment Oper
Monticello Mercantile	133028	1667 /1	05/06/2025	05/16/2025	8.29	Customer #76992	214412250 - Equipment Operation
Monticello Mercantile	133028	1667 /1	05/06/2025	05/16/2025	16.99	Customer #76992	214412250 - Equipment Operation
Monticello Mercantile	133028	1713	05/08/2025	05/16/2025	5.43	Customer #76992	104166260 - PS Bldg Buildings and
Monticello Mercantile	133028	1715/1	05/08/2025	05/16/2025	23.46	Customer #76992	104256250 - Weed Equipment Oper
Monticello Mercantile	133028	1718	05/08/2025	05/16/2025	28.07	Customer #76992	104161260 - Courthouse Buildings a
Monticello Mercantile	133028	1719	05/08/2025	05/16/2025	48.98	Customer #76992	104161260 - Courthouse Buildings a
Monticello Mercantile	133028	1795	05/13/2025	05/16/2025	10.44	Customer #76992	104166260 - PS Bldg Buildings and
Monticello Mercantile	133028	1820 /1	05/13/2025	05/16/2025	17.16	Customer #76992	104166260 - PS Bldg Buildings and
Monticello Mercantile	133028	1838	05/14/2025	05/16/2025	7.29	Customer #76992	104161260 - Courthouse Buildings a
Monticello Mercantile	133028	1847	05/15/2025	05/16/2025	11.28	Customer #76992	104256250 - Weed Equipment Oper
					<b>\$207.38</b>		
					<b>\$366.74</b>		
Morning Sun Financial Services of	132882	MSFS08152024	01/01/2025	05/02/2025	495.00	Aug24 Aggregation Serv ice Fee/PMPM	104682615 - State Waiver Contracts
					<b>\$495.00</b>		
Morris, Rose	132954	RM4302025	04/30/2025	05/08/2025	560.00		104679615 - State Alt Contracts
					<b>\$560.00</b>		
Motor Parts Company	132883	885870	04/24/2025	05/02/2025	34.99		104210900 - Sheriff Grants
Motor Parts Company	132883	886191	04/30/2025	05/02/2025	13.16		574424250 - Equipment Operation
Motor Parts Company	132883	886227	05/01/2025	05/02/2025	24.84		574424250 - Equipment Operation
					<b>\$72.99</b>		
Motor Parts Company	132955	582772	04/09/2025	05/08/2025	1.58		214412250 - Equipment Operation
Motor Parts Company	132955	582818	04/09/2025	05/08/2025	140.41		214412250 - Equipment Operation
Motor Parts Company	132955	582960	04/14/2025	05/08/2025	111.04		214412250 - Equipment Operation
Motor Parts Company	132955	582974	04/14/2025	05/08/2025	101.68		214412250 - Equipment Operation
Motor Parts Company	132955	582977	04/14/2025	05/08/2025	288.12		214412250 - Equipment Operation
Motor Parts Company	132955	583069	04/15/2025	05/08/2025	19.92		214412250 - Equipment Operation
Motor Parts Company	132955	583081	04/16/2025	05/08/2025	0.99		214412250 - Equipment Operation
Motor Parts Company	132955	583147	04/21/2025	05/08/2025	13.79		214412250 - Equipment Operation
Motor Parts Company	132955	583148	04/17/2025	05/08/2025	30.59		214412250 - Equipment Operation
Motor Parts Company	132955	583234	04/21/2025	05/08/2025	137.00		214412250 - Equipment Operation
Motor Parts Company	132955	583241	04/21/2025	05/08/2025	88.89		214412250 - Equipment Operation
Motor Parts Company	132955	583362	04/24/2025	05/08/2025	7.19		214412250 - Equipment Operation
Motor Parts Company	132955	583383	04/24/2025	05/08/2025	-431.64		214412250 - Equipment Operation
Motor Parts Company	132955	583520	04/28/2025	05/08/2025	48.14		214412250 - Equipment Operation
Motor Parts Company	132955	583521	04/28/2025	05/08/2025	-368.16		214412250 - Equipment Operation
Motor Parts Company	132955	583530	04/28/2025	05/08/2025	-574.10		214412250 - Equipment Operation
Motor Parts Company	132955	583575	04/29/2025	05/08/2025	22.46		214412250 - Equipment Operation
Motor Parts Company	132955	886049	04/28/2025	05/08/2025	450.45		214412250 - Equipment Operation
Motor Parts Company	132955	886050	04/28/2025	05/08/2025	52.38		214412250 - Equipment Operation
Motor Parts Company	132955	886325	05/02/2025	05/08/2025	24.88		574424250 - Equipment Operation
					<b>\$165.61</b>		
Motor Parts Company	133029	583351	04/23/2025	05/16/2025	-303.42		214412250 - Equipment Operation

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Motor Parts Company	133029	583406	04/24/2025	05/16/2025	-343.30		214412250 - Equipment Operation
Motor Parts Company	133029	583534	04/28/2025	05/16/2025	122.41		214412250 - Equipment Operation
Motor Parts Company	133029	583615	04/30/2025	05/16/2025	5.10		214412250 - Equipment Operation
Motor Parts Company	133029	583704	05/01/2025	05/16/2025	22.55		214412250 - Equipment Operation
Motor Parts Company	133029	583809	05/05/2025	05/16/2025	4.00		214412250 - Equipment Operation
Motor Parts Company	133029	583822	05/05/2025	05/16/2025	44.78		214412250 - Equipment Operation
Motor Parts Company	133029	583826	05/05/2025	05/16/2025	29.04		214412250 - Equipment Operation
Motor Parts Company	133029	583829	05/05/2025	05/16/2025	34.92		214412250 - Equipment Operation
Motor Parts Company	133029	583853	05/06/2025	05/16/2025	47.99		214412250 - Equipment Operation
Motor Parts Company	133029	583854	05/06/2025	05/16/2025	41.55		214412250 - Equipment Operation
Motor Parts Company	133029	583882	05/06/2025	05/16/2025	614.71		214412250 - Equipment Operation
Motor Parts Company	133029	583888	05/06/2025	05/16/2025	215.48		214412250 - Equipment Operation
Motor Parts Company	133029	583909	05/06/2025	05/16/2025	10.86		214412250 - Equipment Operation
Motor Parts Company	133029	583947	05/07/2025	05/16/2025	28.26		104256250 - Weed Equipment Oper
Motor Parts Company	133029	583970	05/08/2025	05/16/2025	16.64		214412250 - Equipment Operation
Motor Parts Company	133029	583975	05/08/2025	05/16/2025	60.50		214412250 - Equipment Operation
Motor Parts Company	133029	583975	05/08/2025	05/16/2025	106.38		214412250 - Equipment Operation
Motor Parts Company	133029	885554	04/17/2025	05/16/2025	19.68		214412250 - Equipment Operation
Motor Parts Company	133029	885556	04/17/2025	05/16/2025	27.00		214412250 - Equipment Operation
Motor Parts Company	133029	885672	04/21/2025	05/16/2025	122.39		214412250 - Equipment Operation
Motor Parts Company	133029	885789	04/23/2025	05/16/2025	16.90		214412250 - Equipment Operation
Motor Parts Company	133029	885804	04/23/2025	05/16/2025	7.64		214412250 - Equipment Operation
Motor Parts Company	133029	885872	04/24/2025	05/16/2025	119.32		214412250 - Equipment Operation
Motor Parts Company	133029	886080	04/24/2025	05/16/2025	22.18		214412250 - Equipment Operation
Motor Parts Company	133029	886186	04/30/2025	05/16/2025	22.91		214412250 - Equipment Operation
Motor Parts Company	133029	886188	04/30/2025	05/16/2025	15.97		214412250 - Equipment Operation
Motor Parts Company	133029	886449	04/30/2025	05/16/2025	69.49		214412250 - Equipment Operation
Motor Parts Company	133029	886546	04/23/2025	05/16/2025	26.42		214412250 - Equipment Operation
					\$1,228.35		
					<b>\$1,466.95</b>		
Mountainland Supply Co, LLC	132884	S106945040.001	04/29/2025	05/02/2025	565.34	Customer #40753	104225260 - Fire/Rescue Buildings
Mountainland Supply Co, LLC	132884	S106954260.001	04/29/2025	05/02/2025	32.32	Customer #40753	104161260 - Courthouse Buildings a
					\$597.66		
Mountainland Supply Co, LLC	132956	S106717901.001	04/28/2025	05/08/2025	50.36	"Customer 40753	104166260 - PS Bldg Buildings and
Mountainland Supply Co, LLC	132956	S106778177.001	02/11/2025	05/08/2025	27.52	Customer #40753	104166260 - PS Bldg Buildings and
Mountainland Supply Co, LLC	132956	S106791631.001	02/18/2025	05/08/2025	9.31	Customer #40753	104166260 - PS Bldg Buildings and
Mountainland Supply Co, LLC	132956	S106794073.001	02/19/2025	05/08/2025	47.36	Customer #40753	104166260 - PS Bldg Buildings and
Mountainland Supply Co, LLC	132956	S106957727.001	04/30/2025	05/08/2025	172.30	Customer #40753	104620260 - Fair Buildings and Gro
Mountainland Supply Co, LLC	132956	S1069600651.00	04/30/2025	05/08/2025	2.70	Service Charge	104150610 - Non-Dept Miscellaneous
Mountainland Supply Co, LLC	132956	S106965698.001	05/06/2025	05/08/2025	11.89	Customer #40753	104166260 - PS Bldg Buildings and
Mountainland Supply Co, LLC	132956	S106966119.001	05/02/2025	05/08/2025	109.42	Customer #40753	104166260 - PS Bldg Buildings and
					\$430.86		
Mountainland Supply Co, LLC	133030	S106981419.001	05/08/2025	05/16/2025	75.92	Customer #40753	104166260 - PS Bldg Buildings and
					<b>\$1,104.44</b>		

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National Benefit Services, LLC	132885	NBS1064512	04/30/2025	05/02/2025	-13.00	Admin Fees	104965140 - Undistributed Other E
National Benefit Services, LLC	132885	PR010525-2409	01/10/2025	05/02/2025	20.00	NBS Dependent Care	102227000 - NBS - Health Care Rei
National Benefit Services, LLC	132885	PR011925-2409	01/24/2025	05/02/2025	20.00	NBS Dependent Care	102227000 - NBS - Health Care Rei
National Benefit Services, LLC	132885	PR020225-2409	02/07/2025	05/02/2025	20.00	NBS Dependent Care	102227000 - NBS - Health Care Rei
National Benefit Services, LLC	132885	PR021625-2409	02/21/2025	05/02/2025	20.00	NBS Dependent Care	102227000 - NBS - Health Care Rei
					\$67.00		
National Benefit Services, LLC	132957	NBSCP410992	04/30/2025	05/08/2025	3,317.15		104965140 - Undistributed Other E
					<b>\$3,384.15</b>		
Navajo Sanitation	133031	132918	05/07/2025	05/16/2025	297.00	Account 2772	104672270 - Acc Trans Utilities
					<b>\$297.00</b>		
Nicholas & Company	132886	9162604	04/28/2025	05/02/2025	502.76		104678323 - Home Deliv Meals - M
Nicholas & Company	132886	9162604	04/28/2025	05/02/2025	502.77		104677323 - Congregate Meals - M
Nicholas & Company	132886	9162606	04/28/2025	05/02/2025	229.75		104678325 - Home Deliv Meals - BI
Nicholas & Company	132886	9162606	04/28/2025	05/02/2025	229.96		104677325 - Congregate Meals - BI
Nicholas & Company	132886	9162607	04/28/2025	05/02/2025	787.69		104677329 - Congregate Meals - BI
					\$2,252.93		
Nicholas & Company	132958	9097627	03/03/2025	05/08/2025	535.70		104678323 - Home Deliv Meals - M
Nicholas & Company	132958	9097627	03/03/2025	05/08/2025	535.71		104677323 - Congregate Meals - M
Nicholas & Company	132958	9097629	03/03/2025	05/08/2025	376.35		104678325 - Home Deliv Meals - BI
Nicholas & Company	132958	9097629	03/03/2025	05/08/2025	376.36		104677325 - Congregate Meals - BI
Nicholas & Company	132958	9097630	03/03/2025	05/08/2025	204.26		104677329 - Congregate Meals - BI
Nicholas & Company	132958	9097630	03/03/2025	05/08/2025	204.26	616580	104678329 - Home Deliv Meals - BI
Nicholas & Company	132958	9114516	03/17/2025	05/08/2025	483.77	Customer 616580	104677323 - Congregate Meals - M
Nicholas & Company	132958	9114516	03/17/2025	05/08/2025	483.77	Customer 616580	104678323 - Home Deliv Meals - M
Nicholas & Company	132958	9114519	04/21/2025	05/08/2025	391.68		104677329 - Congregate Meals - BI
Nicholas & Company	132958	9114519	04/21/2025	05/08/2025	391.69		104677329 - Congregate Meals - BI
Nicholas & Company	132958	9170394	04/21/2025	05/08/2025	651.98	Customer #58478	104677323 - Congregate Meals - M
Nicholas & Company	132958	9170394	04/21/2025	05/08/2025	651.98	Customer #616580	104678323 - Home Deliv Meals - M
Nicholas & Company	132958	9170396	05/05/2025	05/08/2025	373.46	Customer #616580	104677325 - Congregate Meals - BI
Nicholas & Company	132958	9170396	05/05/2025	05/08/2025	373.46	Customer #616580	104678325 - Home Deliv Meals - BI
Nicholas & Company	132958	9170399	05/05/2025	05/08/2025	335.81	Customer #616570	104677328 - Congregate Meals - La
Nicholas & Company	132958	9170399	05/05/2025	05/08/2025	335.81	Customer #616570	104678328 - Home Deliv Meals - La
Nicholas & Company	132958	N&C9155183	04/21/2025	05/08/2025	1,512.45	Customer #616591	104230480 - Jail Kitchen Food
Nicholas & Company	132958	N&C9159289	04/24/2025	05/08/2025	793.12	Customer #616591	104230480 - Jail Kitchen Food
Nicholas & Company	132958	N&C9162598	04/28/2025	05/08/2025	2,127.55	Customer #616591	104230480 - Jail Kitchen Food
Nicholas & Company	132958	N&C9166830	05/01/2025	05/08/2025	1,120.29	Customer #616591	104230480 - Jail Kitchen Food
					\$12,259.46		
Nicholas & Company	133032	9174737	05/08/2025	05/16/2025	630.10	Customer #616580	104677325 - Congregate Meals - BI
Nicholas & Company	133032	9174737	05/08/2025	05/16/2025	630.10	Customer #616580	104678325 - Home Deliv Meals - BI
Nicholas & Company	133032	9178479	05/07/2025	05/16/2025	574.61	Account #616580	104678323 - Home Deliv Meals - M
Nicholas & Company	133032	9178479	05/07/2025	05/16/2025	574.62	Account #616580	104677323 - Congregate Meals - M
Nicholas & Company	133032	9178481	05/13/2025	05/16/2025	405.54	Account #616580	104677325 - Congregate Meals - BI
Nicholas & Company	133032	9178481	05/13/2025	05/16/2025	405.54	Account #616580	104678325 - Home Deliv Meals - BI
					\$3,220.51		
					<b>\$17,732.90</b>		

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Nichols, Chesy	133033	CNichols051220	05/12/2025	05/16/2025	500.00	EMS Medical Director - May25	264350310 - Professional and Tech
					<b>\$500.00</b>		
O'Reilly Auto Parts	132887	6848110534	04/22/2025	05/02/2025	122.30	Customer #3601683	214412250 - Equipment Operation
O'Reilly Auto Parts	132887	6848110535	04/22/2025	05/02/2025	30.39	Customer #3601683	214412250 - Equipment Operation
					\$152.69		
O'Reilly Auto Parts	132959	ORAP6848-1094	04/08/2025	05/08/2025	112.57	Customer Account #3601683	214412250 - Equipment Operation
O'Reilly Auto Parts	132959	ORAP6848-1095	04/09/2025	05/08/2025	7.97	Customer Account #3601681	214412250 - Equipment Operation
					\$120.54		
					<b>\$273.23</b>		
ODP Business Solutions, LLC	132888	420007318001	04/22/2025	05/02/2025	29.43	Customer ID 10301	104230240 - Jail Office Expense
ODP Business Solutions, LLC	132888	420007318001	04/22/2025	05/02/2025	109.53	Customer ID 10301	104230350 - Jail State Prisoner Exp
					\$138.96		
ODP Business Solutions, LLC	132960	394934929002	04/16/2025	05/08/2025	13.61	Kissflow	104144240 - Recorder Office Expen
ODP Business Solutions, LLC	132960	415558450001	04/16/2025	05/08/2025	162.85	Kissflow	104144240 - Recorder Office Expen
ODP Business Solutions, LLC	132960	ODP405520000	01/08/2025	05/08/2025	83.29	Account #47849426	104146240 - Assessor Office Expen
ODP Business Solutions, LLC	132960	ODP405520868	01/08/2025	05/08/2025	69.78	Account #47849426	104146240 - Assessor Office Expen
ODP Business Solutions, LLC	132960	ODP4115357280	03/14/2025	05/08/2025	136.28	Account #47849426	104122240 - Justice Court Office Ex
ODP Business Solutions, LLC	132960	ODP4116336080	02/11/2025	05/08/2025	116.38	Account #47849426	255007.240 - Indirect Admin Office e
					\$582.19		
					<b>\$721.15</b>		
Office Ally, Inc.	132961	NC32565	03/31/2025	05/08/2025	89.90	Customer #U68948	104685615 - VDHCBS Contracts
Office Ally, Inc.	132961	ND32071	04/30/2025	05/08/2025	134.85	Customer #U684948	104685615 - VDHCBS Contracts
					\$224.75		
					<b>\$224.75</b>		
Olsen, Avery	132889	AveryOlsen0429	04/29/2025	05/02/2025	176.00		104210230 - Sheriff Travel Expense
					<b>\$176.00</b>		
OverDrive	133034	CD01506251485	05/07/2025	05/16/2025	1,000.00	Customer ID 1506-1031	724581925 - Grant Expenses - Clef
					<b>\$1,000.00</b>		
Packard Wholesale Co.	132890	3022828	01/01/2025	05/02/2025	239.93	Customer 10325	104230480 - Jail Kitchen Food
Packard Wholesale Co.	132890	3024017	01/01/2025	05/02/2025	473.77	Customer 10301	104230350 - Jail State Prisoner Exp
Packard Wholesale Co.	132890	3030609	04/10/2025	05/02/2025	392.20	Customer ID 10301	104230480 - Jail Kitchen Food
Packard Wholesale Co.	132890	3030610	04/10/2025	05/02/2025	147.48	Customer ID 10325	104230480 - Jail Kitchen Food
Packard Wholesale Co.	132890	3031672	04/23/2025	05/02/2025	77.98	Customer ID 10312	724168260 - Buildings and Grounds
Packard Wholesale Co.	132890	3031704	04/24/2025	05/02/2025	247.76	Customer ID 10301	104230350 - Jail State Prisoner Exp
Packard Wholesale Co.	132890	PWC3031676	04/23/2025	05/02/2025	77.98	Customer ID 10311	255007.260 - Indirect Admin Buildin
					\$1,657.10		
Packard Wholesale Co.	132962	3032745	05/07/2025	05/08/2025	466.46	Customer ID 10312	104161260 - Courthouse Buildings a
Packard Wholesale Co.	132962	PWC3024438	05/02/2025	05/08/2025	9.99	Finance Charge	104150620 - Non-Dept Miscellaneous
Packard Wholesale Co.	132962	PWC3027778	03/04/2025	05/08/2025	9.84	Finance Charge	104230480 - Jail Kitchen Food

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Packard Wholesale Co.	132962	PWC3029965	03/31/2025	05/08/2025	10.53	Finance Charge	104230350 - Jail State Prisoner Exp
Packard Wholesale Co.	132962	PWC3029966	03/31/2025	05/08/2025	6.99	Finance Charge	104230480 - Jail Kitchen Food
Packard Wholesale Co.	132962	PWC3032219	05/01/2025	05/08/2025	352.98	Customer ID 10325	104230350 - Jail State Prisoner Exp
Packard Wholesale Co.	132962	PWC3032220	05/01/2025	05/08/2025	103.20	Customer ID 10325	104230350 - Jail State Prisoner Exp
Packard Wholesale Co.	132962	PWC3032678	05/06/2025	05/08/2025	-77.98	Customer ID 10311	255007.260 - Indirect Admin Buildin
					\$882.01		
Packard Wholesale Co.	133035	3032739	05/07/2025	05/16/2025	55.85	Customer ID 10328	104678328 - Home Deliv Meals - La
Packard Wholesale Co.	133035	3032739	05/07/2025	05/16/2025	55.86	Customer ID 10328	104677328 - Congregate Meals - La
Packard Wholesale Co.	133035	3032743	05/07/2025	05/16/2025	141.65	Customer ID 10328	104678323 - Home Deliv Meals - M
Packard Wholesale Co.	133035	3032743	05/07/2025	05/16/2025	141.66	Customer ID 10328	104677323 - Congregate Meals - M
Packard Wholesale Co.	133035	3032748	05/07/2025	05/16/2025	22.48	Customer ID 10328	104677323 - Congregate Meals - M
Packard Wholesale Co.	133035	3032770	05/07/2025	05/16/2025	112.47	Customer ID 10328	104676260 - Senior Cit Buildings an
Packard Wholesale Co.	133035	3033274	05/14/2025	05/16/2025	54.59	Customer ID 10328	104677325 - Congregate Meals - Bl
Packard Wholesale Co.	133035	PWC3032741	05/07/2025	05/16/2025	38.10	Customer ID 10311	255007.260 - Indirect Admin Buildin
Packard Wholesale Co.	133035	PWC3032809	05/08/2025	05/16/2025	691.05	Customer ID 10301	104230350 - Jail State Prisoner Exp
					\$1,313.71		
					<b>\$3,852.82</b>		
Palmer, Payton	132891	PaytonPalm0429	04/27/2025	05/02/2025	222.00		104210900 - Sheriff Grants
Palmer, Payton	132963	PPalmer050320	05/03/2025	05/08/2025	236.00		104210900 - Sheriff Grants
Palmer, Payton	132963	PPalmer050420	05/04/2025	05/08/2025	16.11		104210900 - Sheriff Grants
					\$252.11		
					<b>\$474.11</b>		
Peak JCB	132964	PSI-486791	04/28/2025	05/08/2025	1,117.33	Account #C0011098	214412250 - Equipment Operation
					<b>\$1,117.33</b>		
Pearson, Glenis	133036	GPearson05092	05/09/2025	05/16/2025	703.41		104143230 - Treasurer Travel Expe
					<b>\$703.41</b>		
Pelorus Methods Inc	132965	PM250601	05/01/2025	05/08/2025	2,400.00	Account #243	103511000 - Justice Court Fines
					<b>\$2,400.00</b>		
Peters Scofield	133037	4th Qtr 2024	05/09/2025	05/16/2025	114.90	RE Mid America Pipeline Company LLC 2018	104142310 - Clerk/Auditor Professio
Peters Scofield	133037	4th Qtr 2024	05/09/2025	05/16/2025	1,760.29	RE Mid America Pipeline Company LLC 2018	104142310 - Clerk/Auditor Professio
					\$1,875.19		
					<b>\$1,875.19</b>		
Pick A Stitch, LLC	132892	3621	04/30/2025	05/02/2025	36.99		214414140 - Other Employee Benefi
					<b>\$36.99</b>		
Power Systems West	132893	PSWS12530000	04/17/2025	05/02/2025	2,027.37	Customer #C3000322	574424250 - Equipment Operation
Power Systems West	132893	PSWS12530000	04/25/2025	05/02/2025	839.27	Customer #C3000322	574424250 - Equipment Operation
					\$2,866.64		
					<b>\$2,866.64</b>		

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Pugh, Delton	132966	DP4302025	04/30/2025	05/08/2025	82.00		104671230 - Area Plan Travel Expe
					<b>\$82.00</b>		
Quality Auto Repair & Towing, LLC	133038	QAR&T7961	04/03/2025	05/16/2025	512.50	SJC Sherrif's Office	104210620 - Sheriff Miscellaneous
					<b>\$512.50</b>		
Quest Diagnostics	132894	QD8337986880	04/01/2025	05/02/2025	34.42	Admin Fees	255400.310 - Cancer Screening Pro
					<b>\$34.42</b>		
Rahm Transport & Logistics, LLC	133039	1005	05/14/2025	05/16/2025	2,440.00		214414480 - Special Department Su
Rahm Transport & Logistics, LLC	133039	1007	05/14/2025	05/16/2025	37.50		214414480 - Special Department Su
Rahm Transport & Logistics, LLC	133039	1007	05/14/2025	05/16/2025	2,440.00		214414480 - Special Department Su
					<b>\$4,917.50</b>		
					<b>\$4,917.50</b>		
Redds Ace Hardware, LLC	132895	21030	04/24/2025	05/02/2025	9.38	Customer #10174	724168260 - Buildings and Grounds
Redds Ace Hardware, LLC	132895	23739	04/26/2025	05/02/2025	185.54	Customer #10174	214412250 - Equipment Operation
Redds Ace Hardware, LLC	132895	24137	04/28/2025	05/02/2025	83.89	Customer #10174	724168260 - Buildings and Grounds
					<b>\$278.81</b>		
Redds Ace Hardware, LLC	132967	25933	04/30/2025	05/08/2025	27.98	Customer #10174	264350260 - Buildings and Grounds
Redds Ace Hardware, LLC	132967	30090	05/06/2025	05/08/2025	89.52	Customer #10174	214412250 - Equipment Operation
					<b>\$117.50</b>		
					<b>\$396.31</b>		
Richardson, John	133040	512R25	05/12/2025	05/16/2025	110.00	Boot Allowance	214414480 - Special Department Su
					<b>\$110.00</b>		
Rocky Mountain Personal Care, LL	132968	39290	04/30/2025	05/08/2025	567.63	B Keith	104672610 - Acc Trans Miscellaneous
					<b>\$567.63</b>		
Rocky Mountain Power	132896	59271696-012 1	04/25/2025	05/02/2025	99.15	Account #59271696-012 1	574424270 - Utilities
Rocky Mountain Power	132969	4252025	04/25/2025	05/08/2025	509.38	Account #59271696-084 8	104225270 - Fire/Rescue Utilities
Rocky Mountain Power	132969	4252025-1	04/25/2025	05/08/2025	23.19	Account #59405396-002 9	214414270 - Utilities
Rocky Mountain Power	132969	512025 5927169	05/01/2025	05/08/2025	152.71	Account #59271696-005 5	104672270 - Acc Trans Utilities
Rocky Mountain Power	132969	59271696002_0	04/25/2025	05/08/2025	63.03	Account #59271696-002 2	104225270 - Fire/Rescue Utilities
Rocky Mountain Power	132969	RM73241784-00	04/28/2025	05/08/2025	280.35	Account #73241784-002 0	104225270 - Fire/Rescue Utilities
					<b>\$1,028.66</b>		
Rocky Mountain Power	133041	59288636-003_0	05/05/2025	05/16/2025	65.69	Account #59288636-003 7	104574270 - TV Comm Utilities
Rocky Mountain Power	133041	RMP59288636-0	05/05/2025	05/16/2025	28.61	Account #59288636-004 5	104225270 - Fire/Rescue Utilities
Rocky Mountain Power	133041	RMP59288636-0	05/05/2025	05/16/2025	26.11	Account #59288636-008 6	104225270 - Fire/Rescue Utilities
					<b>\$120.41</b>		
					<b>\$1,248.22</b>		
Rouch, Terry	132897	TRoush0411202	04/11/2025	05/02/2025	88.80		104672610 - Acc Trans Miscellaneous
Rouch, Terry	132897	TRoush0417202	04/17/2025	05/02/2025	88.80		104672610 - Acc Trans Miscellaneous
					<b>\$177.60</b>		
					<b>\$177.60</b>		

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Roughrock Aviation, LLC	132970	RI0501253	05/01/2025	05/08/2025	6,500.00		105430615 - Cal Black Contracts
					<b>\$6,500.00</b>		
San Juan Building Supply Inc.	132898	2504-278201	04/24/2025	05/02/2025	21.00	Account #2370	724168260 - Buildings and Grounds
San Juan Building Supply Inc.	132898	SJBS2504-2780	05/01/2025	05/02/2025	716.96	Fencing from Damage	574424610 - Miscellaneous Supplie
					\$737.96		
San Juan Building Supply Inc.	133042	2505-279140	05/08/2025	05/16/2025	46.98	Account #2450	214412250 - Equipment Operation
					<b>\$784.94</b>		
San Juan Clinic	132899	619450	04/29/2025	05/02/2025	170.88	Financial #619450	104230312 - Jail Inmate Medical Ex
San Juan Clinic	132899	SJClinic614326	04/04/2025	05/02/2025	108.06	Financial #614326	255400.310 - Cancer Screening Pro
					\$278.94		
					<b>\$278.94</b>		
San Juan Health Services	133043	SJH5082025	05/08/2025	05/16/2025	140.00	c/o Skyler Crofts	104230352 - Jail Inmate Humanitari
					<b>\$140.00</b>		
San Juan Hospital	132900	617717	04/29/2025	05/02/2025	208.58	Financial #617717	104230312 - Jail Inmate Medical Ex
San Juan Hospital	132900	620189	04/15/2025	05/02/2025	230.16		104230312 - Jail Inmate Medical Ex
San Juan Hospital	132900	620191	04/29/2025	05/02/2025	230.16	Financial #620191	104230312 - Jail Inmate Medical Ex
San Juan Hospital	132900	620194	04/29/2025	05/02/2025	230.16	Financial #620194	104230312 - Jail Inmate Medical Ex
San Juan Hospital	132900	620545	04/15/2025	05/02/2025	618.67	Financial #620545	104230312 - Jail Inmate Medical Ex
San Juan Hospital	132900	SJH617065	03/28/2025	05/02/2025	287.37	Financial #617065	255400.310 - Cancer Screening Pro
					\$1,805.10		
San Juan Hospital	132971	SJH616196	04/04/2025	05/08/2025	312.36	Financial #618196	104230312 - Jail Inmate Medical Ex
San Juan Hospital	132971	SJH616321	04/09/2025	05/08/2025	3,508.55	Financial #616321	104230312 - Jail Inmate Medical Ex
San Juan Hospital	132971	SJH616683	04/07/2025	05/08/2025	10,448.90	Financial #616683	104230312 - Jail Inmate Medical Ex
San Juan Hospital	132971	SJH618198	04/07/2025	05/08/2025	312.36	Financial #616198	104230312 - Jail Inmate Medical Ex
San Juan Hospital	132971	SJH618439	04/04/2025	05/08/2025	312.36	Financial #616439	104230312 - Jail Inmate Medical Ex
San Juan Hospital	132971	SJH621998	04/28/2025	05/08/2025	807.74	Financial #621998	104230312 - Jail Inmate Medical Ex
					\$15,702.27		
					<b>\$17,507.37</b>		
Scott, Alisa M	133044	20002	05/07/2025	05/16/2025	4,996.92	SJC Basecamp	104192920 - Econ Dev Rural Count
					<b>\$4,996.92</b>		
Shumway, Dennis	133045	DS051225	05/13/2025	05/16/2025	189.00		255620.230 - DEQ Water Quality Tr
Shumway, Dennis	133045	DS051225	05/13/2025	05/16/2025	314.00		255010.230 - Indirect Health Insp Tr
Shumway, Dennis	133045	DS051325	05/13/2025	05/16/2025	61.22		255012.251 - Local General Health
Shumway, Dennis	133045	DS051325	05/13/2025	05/16/2025	88.85		255012.251 - Local General Health
					\$653.07		
					<b>\$653.07</b>		
Silas, Marilyn	132972	MS4302025	05/01/2025	05/08/2025	560.00		104679615 - State Alt Contracts
					<b>\$560.00</b>		



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Sitterud Law	132973	RI0501254	05/01/2025	05/08/2025	14,500.00		104126310 - Public Defender Profes
					<b>\$14,500.00</b>		
SJC Blanding Library or Nicole Per	132901	2025-04-25 PC	04/25/2025	05/02/2025	100.00	Petty Cash	724581925 - Grant Expenses - Clef
					<b>\$100.00</b>		
SJC Inmate Account	133046	SJCInmateApr20	05/12/2025	05/16/2025	2,586.00		104230352 - Jail Inmate Humanitari
					<b>\$2,586.00</b>		
SJR Media	132849	SJRMSJCECDV	04/30/2025	04/30/2025	971.00	SJC Economic Development	104192920 - Econ Dev Rural Count
SJR Media	132902	SJRMSJCHMLS	04/30/2025	05/02/2025	2,174.00		104665310 - SJC Homeless Profess
SJR Media	132974	SJCAG0425	04/30/2025	05/08/2025	1,512.00	SJC-Aging	104686610 - Health Ins Miscellaneous
SJR Media	132974	SJRM101Ways2	05/05/2025	05/08/2025	600.00	SJC-Visitor Services	104193490 - Visitor Serv Advertising
SJR Media	132974	SJRMSJCAG04	04/28/2025	05/08/2025	1,512.00	SJC-Aging	104684610 - Respite Miscellaneous
					<b>\$3,624.00</b>		
SJR Media	133047	SJRMSJCHR04	04/30/2025	05/16/2025	156.35	SJC - Human Resources	104114220 - Plan/Zone Public Notic
SJR Media	133047	SJRMSJCHR04	04/30/2025	05/16/2025	156.35	SJC - Human Resources	104134220 - Personnel Public Notic
SJR Media	133047	SJRMSJCHR04	04/30/2025	05/16/2025	156.35	SJC - Human Resources	104142220 - Clerk/Auditor Public No
SJR Media	133047	SJRMSJCHR04	04/30/2025	05/16/2025	156.35	SJC - Human Resources	104146220 - Assessor Public Notice
SJR Media	133047	SJRMSJCHR04	04/30/2025	05/16/2025	156.35	SJC - Human Resources	104210220 - Sheriff Public Notices
					<b>\$781.75</b>		
					<b>\$7,550.75</b>		
Sonderegger Inc.	132975	5616	04/30/2025	05/08/2025	735.00	Blanding Library	724168260 - Buildings and Grounds
					<b>\$735.00</b>		
Sorenson Advertising, LLC, DBA B	132976	BR2014409	05/05/2025	05/08/2025	29,625.00	Account #437001308	104193920 - Visitor Serv Grants
					<b>\$29,625.00</b>		
Southeast Utah Health Department	133048	SEUHD40700_0	05/01/2025	05/16/2025	30.00	Lab #2575	255740.310 - State LHD Environ Pr
					<b>\$30.00</b>		
Southern Tire Mart, LLC	133049	6280006505	05/09/2025	05/16/2025	1,462.75	Customer #0578825	214412250 - Equipment Operation
					<b>\$1,462.75</b>		
Southwest Colorado TV Assoc.	132977	4-282025	04/28/2025	05/08/2025	2,000.00		104574615 - TV Comm Contracts
					<b>\$2,000.00</b>		
Stubbs, Silvia	132903	SStubbs0430202	04/30/2025	05/02/2025	1,124.00		104111230 - Commission Travel Exp
					<b>\$1,124.00</b>		
Substrata	133050	4519	04/30/2025	05/16/2025	16,182.00		214414410 - Road Supplies
					<b>\$16,182.00</b>		
Suitter Axland, PLLC	132978	SA4730	05/01/2025	05/08/2025	295.00	7788,1-NNHRC v San Juan County	104156310 - Legal Defense Professi
					<b>\$295.00</b>		

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Summit Food Service, LLC	132904	INV2000240419	04/15/2025	05/02/2025	1,195.97	Customer ID C8109000	274230350 - Inmate Commissary Ex
Summit Food Service, LLC	132904	INV2000240420	04/22/2025	05/02/2025	197.99	Customer ID C8109001	274230350 - Inmate Commissary Ex
Summit Food Service, LLC	132904	INV2000241003	04/22/2025	05/02/2025	1,111.36	Customer ID C8109000	274230350 - Inmate Commissary Ex
Summit Food Service, LLC	132904	INV2000241004	04/22/2025	05/02/2025	18.07	Customer ID C8109001	274230350 - Inmate Commissary Ex
					<b>\$2,523.39</b>		
Summit Food Service, LLC	132979	SFSINV2000241	04/29/2025	05/08/2025	1,058.16	Customer ID C8109000	274230350 - Inmate Commissary Ex
Summit Food Service, LLC	132979	SFSINV2000241	04/29/2025	05/08/2025	206.81	Customer ID C8109001	274230350 - Inmate Commissary Ex
					<b>\$1,264.97</b>		
					<b>\$3,788.36</b>		
Sunrise Outfitting Inc	132841	SO207	04/26/2025	04/30/2025	300.00	SJC Business Expo Sunset Tour	104192920 - Econ Dev Rural Count
Sunrise Outfitting Inc	133051	208	04/26/2025	05/16/2025	150.00		103825000 - Econ Dev Sponsorship
					<b>\$450.00</b>		
Symbol Arts, LLC	132905	427823	04/29/2025	05/02/2025	1,179.50		104210480 - Sheriff Special Depart
					<b>\$1,179.50</b>		
Sysco Intermountain Food Svc.	132980	SI685456018	04/22/2025	05/08/2025	512.12	Customer #936070	104230480 - Jail Kitchen Food
Sysco Intermountain Food Svc.	132980	SI685462198	04/25/2025	05/08/2025	594.23	Customer #936070	104230480 - Jail Kitchen Food
Sysco Intermountain Food Svc.	132980	SI6854698377	04/29/2025	05/08/2025	662.31	Customer #936070	104230480 - Jail Kitchen Food
Sysco Intermountain Food Svc.	132980	SI685478939	05/02/2025	05/08/2025	234.80	Customer #936070	104230480 - Jail Kitchen Food
					<b>\$2,003.46</b>		
Sysco Intermountain Food Svc.	133052	SI685492664	05/09/2025	05/16/2025	406.46	Customer #936070	104230480 - Jail Kitchen Food
					<b>\$2,409.92</b>		
Tapaha, Edward	132981	ET4302025	04/30/2025	05/08/2025	599.66		104679615 - State Alt Contracts
Tapaha, Edward	132981	ET4302025	04/30/2025	05/08/2025	1,342.16		104682615 - State Waiver Contracts
					<b>\$1,941.82</b>		
					<b>\$1,941.82</b>		
Tate, Jed	133053	JTate05132025	04/23/2025	05/16/2025	517.50		574424230 - Travel Expense
					<b>\$517.50</b>		
Technology Net Company L.L.C.	132906	TNC4913	04/25/2025	05/02/2025	800.00	Annual Subscription	104134310 - Personnel Professional
					<b>\$800.00</b>		
TecServ, Inc	132907	TS16934	04/25/2025	05/02/2025	764.47		104151254 - IT Maintenance Contra
TecServ, Inc	132982	TS16968	05/08/2025	05/08/2025	301.20		104151210 - IT Subscriptions and M
					<b>\$1,065.67</b>		
Texas Refinery Corp.	132908	295084	03/24/2025	05/02/2025	1,740.45	Customer #1016801	214412250 - Equipment Operation
					<b>\$1,740.45</b>		
Town of Bluff	133054	041525-001	04/18/2025	05/16/2025	2,097.56		104672270 - Acc Trans Utilities
					<b>\$2,097.56</b>		

**San Juan County**  
**Check Register**  
**General Fund Checking - Zions 566101143 - 04/26/2025 to 05/16/2025**

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
Tri-Hurst Construction Inc.	132916	TriHurst3229	04/23/2025	05/02/2025	1,847.00	Montezuma Creek ADA Upgrade	454161310 - Professional and Tech
Tri-Hurst Construction Inc.	132916	TriHurst3229	04/23/2025	05/02/2025	1,859.00	Aneth ADA Upgrade	454161310 - Professional and Tech
Tri-Hurst Construction Inc.	132916	TriHurst3229	04/23/2025	05/02/2025	5,997.00	Red Mesa ADA Upgrade	454161725 - Building Improvements
Tri-Hurst Construction Inc.	132916	TriHurst3229	04/23/2025	05/02/2025	7,481.00	Navajo Mountain ADA Upgrade	454161725 - Building Improvements
					<u>\$17,184.00</u>		
					<b>\$17,184.00</b>		
U.S. Bank Corporate Payment	132909	USBAYamamoto	04/10/2025	05/02/2025	348.00		104193480 - Visitor Serv Special De
U.S. Bank Corporate Payment	132909	USBAYamamoto	04/10/2025	05/02/2025	487.05		104193330 - Visitor Serv Employee
U.S. Bank Corporate Payment	132909	USBAYamamoto	04/10/2025	05/02/2025	830.73		104193230 - Visitor Serv Travel Exp
U.S. Bank Corporate Payment	132909	USBAYamamoto	04/10/2025	05/02/2025	1,375.00		104193920 - Visitor Serv Grants
U.S. Bank Corporate Payment	132909	USBJBegay0410	04/10/2025	05/02/2025	30.95		104211610 - Task Force Miscellaneous
U.S. Bank Corporate Payment	132909	USBJBegay0410	04/10/2025	05/02/2025	75.00		104211610 - Task Force Miscellaneous
					<u>\$3,146.73</u>		
U.S. Bank Corporate Payment	132983	USBAFreestone	04/10/2025	05/08/2025	109.85		104230620 - Jail Miscellaneous Ser
U.S. Bank Corporate Payment	132983	USBLlacy04102	04/10/2025	05/08/2025	2,075.82		104210251 - Sheriff Gas, Oil and Gr
U.S. Bank Corporate Payment	132983	USBMShumway	04/10/2025	05/08/2025	25.00		104210330 - Sheriff Employee Educ
U.S. Bank Corporate Payment	132983	USBMShumway	04/10/2025	05/08/2025	26.28		104230240 - Jail Office Expense
U.S. Bank Corporate Payment	132983	USBMShumway	04/10/2025	05/08/2025	110.00		104210210 - Sheriff Subscriptions a
U.S. Bank Corporate Payment	132983	USBMShumway	04/10/2025	05/08/2025	163.88		104230480 - Jail Kitchen Food
U.S. Bank Corporate Payment	132983	USBMShumway	04/10/2025	05/08/2025	169.75		104210250 - Sheriff Equipment Ope
U.S. Bank Corporate Payment	132983	USBMShumway	04/10/2025	05/08/2025	302.62		104210900 - Sheriff Grants
U.S. Bank Corporate Payment	132983	USBMShumway	04/10/2025	05/08/2025	704.54		104230350 - Jail State Prisoner Exp
					<u>\$3,687.74</u>		
U.S. Bank Corporate Payment	133055	20250512USBA	05/12/2025	05/16/2025	39.69		724581610 - Miscellaneous Supplie
U.S. Bank Corporate Payment	133055	20250512USBA	05/12/2025	05/16/2025	47.69		724581620 - Special Programs
U.S. Bank Corporate Payment	133055	20250512USBA	05/12/2025	05/16/2025	58.77		724581925 - Grant Expenses - Clef
U.S. Bank Corporate Payment	133055	20250512USBA	05/12/2025	05/16/2025	114.64		724581240 - Office Expense
U.S. Bank Corporate Payment	133055	20250512USBA	05/12/2025	05/16/2025	175.20		724581241 - Postage
U.S. Bank Corporate Payment	133055	20250512USBA	05/12/2025	05/16/2025	290.00		724581210 - Subscriptions and Me
U.S. Bank Corporate Payment	133055	20250512USBA	05/12/2025	05/16/2025	444.04		724581923 - Grant Expenses - Borr
U.S. Bank Corporate Payment	133055	20250512USBA	05/12/2025	05/16/2025	1,258.14		724581480 - Collection Developmen
					<u>\$2,428.17</u>		
					<b>\$9,262.64</b>		
Unique Creations, LLC	133056	42825	04/26/2025	05/16/2025	225.00	Arrangements for Basecamp	104192920 - Econ Dev Rural Count
					<u>\$225.00</u>		
US Bank Equipment Finance	132984	USB554317834	04/26/2025	05/08/2025	288.91	Account #1080852	104126310 - Public Defender Profes
					<u>\$288.91</u>		
Utah Association of Counties	133057	UAC7693	05/08/2025	05/16/2025	490.00	UAC Conference Registration - T. Hansen	104192210 - Econ Dev Subscription
					<u>\$490.00</u>		
Utah County	132985	UC62426	01/01/2025	05/08/2025	100.00	Invoice #62426 Client ID: 194	104126310 - Public Defender Profes
					<u>\$100.00</u>		

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Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
Utah Department of Health and Hu	133058	"Z:\Renamed\UD	05/07/2025	05/16/2025	238.00	Apr25 Certificate Sales Reconciliation	255013.980 - Vital Statistics Intergov
					<b>\$238.00</b>		
Utah Division of Technology Servic	132986	UDTS2510R125	05/01/2025	05/08/2025	7.10		104145482 - Attorney Law Library S
					<b>\$7.10</b>		
Utah Live Bands, LLC	132910	ULB2360420017	04/01/2025	05/02/2025	5,500.00	Fair Entertainment	101511000 - Prepaid expenses
					<b>\$5,500.00</b>		
Utah Navajo Trust Fund	132987	RI0501255	05/01/2025	05/08/2025	165.00		724581915 - Contributions to Other
					<b>\$165.00</b>		
Utah Retirement Systems	EFT	4-14-25URS	04/22/2025	04/30/2025	757.95		102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041325-3952	04/18/2025	04/30/2025	50.00	Traditional IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041325-3952	04/18/2025	04/30/2025	102.46	State Retirement - Post Retired	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041325-3952	04/18/2025	04/30/2025	227.00	457 Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041325-3952	04/18/2025	04/30/2025	519.16	Retirement Loan Repayment	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041325-3952	04/18/2025	04/30/2025	1,260.00	Roth IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041325-3952	04/18/2025	04/30/2025	13,899.47	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041325-3952	04/18/2025	04/30/2025	48,364.13	State Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041425-3952	04/18/2025	04/30/2025	12.50	457 Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041425-3952	04/18/2025	04/30/2025	50.00	Roth IRA	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041425-3952	04/18/2025	04/30/2025	63.44	Retirement Loan Repayment	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041425-3952	04/18/2025	04/30/2025	1,361.36	401k Retirement	102224000 - Retirement Payable
Utah Retirement Systems	EFT	PR041425-3952	04/18/2025	04/30/2025	12,325.46	State Retirement	102224000 - Retirement Payable
					<b>\$78,992.93</b>		
					<b>\$78,992.93</b>		
Utah State Division of Finance	133059	UDFB1913	05/04/2025	05/16/2025	21,870.01	Loan #B1913	104850810 - Special Proj Debt Princ
					<b>\$21,870.01</b>		
Utah State Treasurer	132988	USTJusticeCtPa	05/08/2025	05/08/2025	5.00		103511000 - Justice Court Fines
Utah State Treasurer	132988	USTJusticeCtPa	05/08/2025	05/08/2025	10.00		103222000 - Marriage Licenses
Utah State Treasurer	132988	USTJusticeCtPa	05/08/2025	05/08/2025	44.74		103511000 - Justice Court Fines
Utah State Treasurer	132988	USTJusticeCtPa	05/08/2025	05/08/2025	2,119.60		103511000 - Justice Court Fines
Utah State Treasurer	132988	USTJusticeCtPa	05/08/2025	05/08/2025	3,317.35		103511000 - Justice Court Fines
Utah State Treasurer	132988	USTJusticeCtPa	05/08/2025	05/08/2025	4,605.27		103511000 - Justice Court Fines
Utah State Treasurer	132988	USTJusticeCtPa	05/08/2025	05/08/2025	4,855.08		103511000 - Justice Court Fines
Utah State Treasurer	132988	USTJusticeCtPa	05/08/2025	05/08/2025	5,297.92		103511000 - Justice Court Fines
					<b>\$20,254.96</b>		
					<b>\$20,254.96</b>		
Utah Valley Radiology Associates	132911	71045	04/18/2025	05/02/2025	33.00	Account #UVRA154275	104230312 - Jail Inmate Medical Ex
Utah Valley Radiology Associates	132911	71046	03/31/2025	05/02/2025	39.00	Account #UVRA154277	104230312 - Jail Inmate Medical Ex
					<b>\$72.00</b>		
					<b>\$72.00</b>		

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Utah Valley University	132989	A29735	03/19/2025	05/08/2025	225.00	Tuition for 2025 Winter Fire School	104220615 - Wild Fire Contracts
					<b>\$225.00</b>		
Verizon Wireless	132912	6110915182	04/13/2025	05/02/2025	40.01	Account #265507612-00001	264350280 - Telephone
Verizon Wireless	132912	6110957943	04/29/2025	05/02/2025	2,955.23	Account 665507629-00001	104230280 - Jail Telephone
Verizon Wireless	132912	6110957945	04/13/2025	05/02/2025	186.90	Account #665507629-00004	104230280 - Jail Telephone
Verizon Wireless	132912	V61100957946	04/25/2025	05/02/2025	51.14	Account #665507629-00005	104146280 - Assessor Telephone
Verizon Wireless	132912	V6110925762	04/13/2025	05/02/2025	545.18	Accu0ont #365506834-00001	104225280 - Fire/Rescue Telephone
					<b>\$3,778.46</b>		
Verizon Wireless	132990	V6109962573	04/01/2025	05/08/2025	216.48	Account #842727709-00001	104114242 - Plan/Zone Software Ma
Verizon Wireless	132990	V6110957944	04/13/2025	05/08/2025	213.48	Account #665507629-00003	104211610 - Task Force Miscellaneous
					<b>\$429.96</b>		
Verizon Wireless	133060	V6112417937	05/01/2025	05/16/2025	86.72	Account #642530092-00001	104145280 - Attorney Telephone
					<b>\$4,295.14</b>		
Washington National Insurance	133061	P2522386	04/01/2025	05/16/2025	109.00	Group #44167, WG00003941, G056680000	102229000 - Washington National P
Washington National Insurance	133061	WNIP2531933	05/01/2025	05/16/2025	3,072.46	Group #44167, WG00003941, G056680000	104145280 - Attorney Telephone
					<b>\$3,181.46</b>		
					<b>\$3,181.46</b>		
Waste Management of Colorado	132991	0450050-4889-2	04/30/2025	05/08/2025	54.92	Customer ID 16-83942-53002	724168270 - Utilities
Waste Management of Colorado	132991	0450133-4889-6	04/30/2025	05/08/2025	160.48	Customer ID #16-83977-33005	104672270 - Acc Trans Utilities
Waste Management of Colorado	132991	S106912979.001	04/29/2025	05/08/2025	94.98	Customer ID16-83977-53000	214412250 - Equipment Operation
Waste Management of Colorado	132991	WM1936095030	04/30/2025	05/08/2025	265.38	Customer ID 19-36095-03000	255007.270 - Indirect Admin Utilities
					<b>\$575.76</b>		
					<b>\$575.76</b>		
WF Communications LLC	132913	WFC251486	04/29/2025	05/02/2025	1,500.00		104574250 - TV Comm Equipment
					<b>\$1,500.00</b>		
Wheeler Machinery Company	132914	PS001863963	03/21/2025	05/02/2025	233.04	Customer #080103	214412250 - Equipment Operation
Wheeler Machinery Company	132914	PS001864644	03/22/2025	05/02/2025	167.56	Customer #080103	214412250 - Equipment Operation
Wheeler Machinery Company	132914	PS001881106	04/23/2025	05/02/2025	514.27	Customer #080103	214414410 - Road Supplies
Wheeler Machinery Company	132914	PS001884337	04/29/2025	05/02/2025	142.89	Customer #080103	214412250 - Equipment Operation
Wheeler Machinery Company	132914	WMCPO001809	03/18/2025	05/02/2025	117.68	Customer 080103	214412250 - Equipment Operation
Wheeler Machinery Company	132914	WMCRS000030	03/29/2025	05/02/2025	28,000.00	Customer 080103	214414255 - Equipment Rental
Wheeler Machinery Company	132914	WMCSS000552	04/25/2025	05/02/2025	3,033.53	Customer 080103	574424250 - Equipment Operation
					<b>\$32,208.97</b>		
Wheeler Machinery Company	132992	PS001885278	04/30/2025	05/08/2025	20.91	Customer #080103	214412250 - Equipment Operation
Wheeler Machinery Company	133062	RS0000309745	04/28/2025	05/16/2025	20,000.00	Customer #080103	214414255 - Equipment Rental
					<b>\$52,229.88</b>		
Wilbur-Ellis Company	133063	17052317	04/11/2025	05/16/2025	39,452.50	Account #2059752	104256480 - Weed Special Departm
Wilbur-Ellis Company	133063	17062830	04/16/2025	05/16/2025	856.80	Account #2059752	104256480 - Weed Special Departm
					<b>\$40,309.30</b>		
					<b>\$40,309.30</b>		

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<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
WW Simpson Enterprises Inc, DBA	132842	TRC&C0430202	04/30/2025	04/30/2025	400.00		104192920 - Econ Dev Rural Count
					<b>\$400.00</b>		
Yamamoto-Sparks, Allison	133064	4302025	05/12/2025	05/16/2025	75.00		104193230 - Visitor Serv Travel Exp
					<b>\$75.00</b>		
Zion's Way Home Health & Hospic	132993	ZAAB562025	05/06/2025	05/08/2025	120.00		104684615 - Respite Contracts
Zion's Way Home Health & Hospic	132993	ZAHM562025	05/06/2025	05/08/2025	280.00		104679615 - State Alt Contracts
Zion's Way Home Health & Hospic	132993	ZAMB562025	05/06/2025	05/08/2025	160.00		104679615 - State Alt Contracts
Zion's Way Home Health & Hospic	132993	ZATH562025	05/06/2025	05/08/2025	640.00		104679615 - State Alt Contracts
Zion's Way Home Health & Hospic	132993	ZWBD562025	05/06/2025	05/08/2025	200.00		104679615 - State Alt Contracts
Zion's Way Home Health & Hospic	132993	ZWJB562025	05/06/2025	05/08/2025	200.00		104684615 - Respite Contracts
Zion's Way Home Health & Hospic	132993	ZWLL562025	05/06/2025	05/08/2025	600.00		104679615 - State Alt Contracts
Zion's Way Home Health & Hospic	132993	ZWSS562025	05/06/2025	05/08/2025	379.32		104679615 - State Alt Contracts
					\$2,579.32		
					<b>\$2,579.32</b>		
Zions Bancorporation: Attn Dave M	132915	PR042725-6877	05/02/2025	05/02/2025	372.06	Garnishment	102229500 - Other Deductions Paya
Zions Bancorporation: Attn Dave M	133065	PR051125-6877	05/16/2025	05/16/2025	372.06	Garnishment	102229500 - Other Deductions Paya
					<b>\$744.12</b>		
					<b>\$1,056,804.53</b>		



## BOARD OF COMMISSIONERS WORK SESSION MEETING

117 South Main Street, Monticello, Utah 84535. Commission Chambers  
May 06, 2025 at 9:00 AM

### MINUTES

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**AUDIO:** <https://www.utah.gov/pmn/files/1267685.MP3>

**VIDEO:** <https://www.youtube.com/watch?v=Ol9hwMCIYW4>

#### CALL TO ORDER

**Time Stamp 0:00:17 (audio) & 0:01:24 (video)**

Commissioner Silvia Stubbs called the meeting to order at 9:01 a.m.

#### ROLL CALL

**Time Stamp 0:00:40 (audio) & 0:01:47 (video)**

Commissioner Stubbs called for attendance at today's meeting:

#### COMMISSION

Silvia Stubbs, Commission Chair

Lori Maughan, Vice Chair

Jamie Harvey, Commissioner

#### STAFF

Mack McDonald, County Administrative Officer (CAO)

Lyman W. Duncan, Clerk/Auditor

Jeremy Hoggard, Emergency Medical Services Director (EMS)

Jens Nielson, Deputy County Attorney

#### AUDIENCE

Ann Leppanen, Town of Bluff Mayor

Erin Neilson, Town of Bluff Manager

Trent Herring, Blanding City Manager

Kaden Kulow, Monticello City Manager

## AGENDA ITEMS

### 1. Emergency Medical Services Work Meeting with the Cities, Town, County & Hospital District

#### **Time Stamp 0:00:53 (audio) & 0:02:00 (video)**

Jeremy Hoggard, County Emergency Medical Services Director, presented new information regarding the number of ambulance callouts. The EMS transported 165 patients YTD, with 45 cancellations. He anticipates collections to reach \$503,000 for the upcoming year. A new state law goes into effect tomorrow (May 7th) requiring insurance companies to recognize all rates for the ambulance services. The county has billed \$387,000 since December 15, 2024, they have collected \$135,000. The county has 4 ambulance crews which are fully staffed. Bluff and La Sal have partial staff. The County EMS will operate at a net loss (deficit) of \$510,000. The county per callout charge is an average of \$1,800. The State of Utah passed a law deeming EMS to be an "essential service," which is the same as police and fire.

Commissioner Maughan asked about the TRT tax. The state requires the county to pass a resolution for the EMS to access the TRT tax at half of 1%. The hotels are notified of the tourist tax. Once the application is approved by the state Tax Commission, the tax can go into effect. In addition, the county becomes eligible for grants from the State EMS Office. Mack mentioned information about a hospitality tax, which is like a sales tax on all purchases.

Mack also mentioned that Grand County is also struggling with their EMS program. They do drop down into San Juan County and provide coverage all the way to Hwy 46 (La Sal Junction). A Grand County Commissioner mentioned in the newspaper that they might consider charging San Juan County for EMS calls in the northern part of San Juan County. TRT taxes are based on tourism, and with the current economic conditions, many tourists are staying home. Commission Chair Stubbs stated that the tourist tax/revenues are down 11% for the 1<sup>st</sup> quarter of 2025.

Commissioner Maughan asked about foreign tourists who were involved in accidents, if the payment was collected? Jeremy stated if all the individual information was gathered, then the likelihood of payment collection increases substantially.

Ambulance transfers have increased in the past quarter. Both hospitals have sent patients to other hospitals throughout the Four Corner region. Commissioner Maughan asked for the city managers' input in the conversation. Trent asked about hospital transfers from the facility to the airport. The breakdown would then require the city to pay \$162,000 annually. He considers this to be double taxation upon the city residents.

Commissioner Maughan recommended the cities meet with their legislative leaders. The San Juan Hospital leadership wasn't in attendance for today's meeting even though they were invited. Mack spoke about issues surrounding the EMS issues in rural Utah. He wants the group to consider the need to reserve funds for future capital needs. He also asked the question "what if the hospital took back the EMS program?" Jeremy felt that step would not solve any problems. The State of Utah rates San Juan County as a Class 4, which is the same rating as



Washington & Grand County. The group wants to meet again as soon as all their calendars can be worked out. Commissioner Harvey encouraged the County EMS program to meet with the Navajo Nation EMS program and seek common ground with the county EMS program

## ADJOURNMENT

**Time Stamp 1:24:44 (audio) & 1:25:51 (video)**

Motion to adjourn:

Motion made by Commissioner Maughan, Seconded by Commissioner Harvey.

Voting Yea: Commission Chair Stubbs, Commissioner Harvey, Commission Vice Chair Maughan

\*The Board of San Juan County Commissioners can call a closed meeting at any time during the Regular Session, if necessary, for reasons permitted under UCA 52-4-205\*

All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*

APPROVED: \_\_\_\_\_  
San Juan County Board of County Commissioners

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
San Juan County Clerk/Auditor

DATE: \_\_\_\_\_



## BOARD OF COMMISSIONERS MEETING

117 South Main Street, Monticello, Utah 84535. Commission Chambers  
May 06, 2025, at 11:00 AM

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### MINUTES

*The public will be able to view the meeting on San Juan County's Facebook live and Youtube channel*

**AUDIO:** <https://www.utah.gov/pmn/files/1267687.MP3>

**VIDEO:** <https://www.youtube.com/watch?v=DBeW9BVWG4k>

#### CALL TO ORDER

**Time Stamp 0:00:05 (audio) & 0:02:50 (video)**

Commission Chair Silvia Stubbs called the meeting to order at 11:04 a.m.

#### ROLL CALL

**Time Stamp 0:00:30 (audio) & 0:03:15 (video)**

Commission Chair Stubbs called for attendance:

#### PRESENT

Silvia Stubbs, Commission Chair

Lori Maughan, Vice Chair

Jamie Harvey, Commissioner

#### STAFF

Mack McDonald, County Administrative Officer, (CAO)

Lyman W. Duncan, Clerk/Auditor

Jens Nielson, Deputy County Attorney

#### INVOCATION

**Time Stamp 0:00:42 (audio) & 0:03:28 (video)**

Invocation was offered by Evelyn George, a 4th grade student from Monticello Elementary.

## PLEDGE OF ALLEGIANCE

**Time Stamp 0:01:22 (audio) & 0:04:07 (video)**

The Fourth Grade Class from the Monticello Elementary recited the Pledge of Allegiance along with the audience.

## CONFLICT OF INTEREST DISCLOSURE

**Time Stamp 0:03:06 (audio) & 0:05:51 (video)**

Commissioner Stubbs asked each commissioner if there were any conflicts of interest with today's agenda. Commissioner Harvey & Maughan affirmed they did not have any conflicts of interest with the agenda. Commission Chair Stubbs noted her daughter is on the agenda for a nursing contract with the Medicaid Waiver Services.

## PUBLIC COMMENT

*Public comments will be accepted through the following Zoom Meet link*

<https://us02web.zoom.us/j/88279631170> Meeting ID: 882 7963 1170 One tap mobile  
+13462487799,,88279631170# US (Houston)

*There will be a three-minute time limit for each person wishing to comment. If you exceed that three-minute time limit the meeting controller will mute your line.*

**Time Stamp 0:03:40 (audio) & 0:06:25 (video)**

Mack presented the public comment portion of the meeting. He checked the sign-in sheet and then online for participants. There were not any online individuals requesting a public comment slot. Mack encouraged the commentators to be civil in their comments and to not deliberate with the commissioners or exceed three minutes.

Sergio Cordova, resident of Blanding, was presenting on behalf of his grandmother (Elisa Lopez), she is 88 years old and missed the ads or notices for filing a low-income abatement application for 2022-2024. Lyman encouraged Sergio to meet with him later today in his office on the 1st floor for additional information. The 2025 abatement list will be presented in late November or December of this year. The commission has the authority to approve abatements.

Shannon Brooks, resident of Monticello, was concerned about the hiring of a code officer and that the community did not want a code enforcer. He was concerned with the new ad for a building permit specialist which contained job responsibilities from the previously listed code officer job position. He is concerned that the public noticing for planning & zoning is not current for the agenda items on today's agenda.

## **CONSENT AGENDA** (Routine Matters) Mack McDonald, San Juan County Administrator

*The Consent Agenda is a means of expediting the consideration of routine matters. If a Commissioner requests that items be removed from the consent agenda, those items are placed at the beginning of the regular agenda as a new business action item. Other than requests to remove items, a motion to approve the items on the consent agenda is not debatable.*

### **Time stamp 0:11:15 (audio) & 0:14:00 (video)**

Mack presented the consent agenda for the commission to review and approve. Commissioner Harvey asked for Item #6 to be pulled out for discussion.

Motion to approve all items except for #6:

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

1. Approval of \$28,451.35 in Small Purchases; \$5,130 for Enterprise License for the Records Office, \$2,027.37 for Radiator, Hinge and Thermostat Kit for the San Juan County Landfill, \$4,960.99 for SJC See and Do Guide for Visitor Services, \$1,211.46 in Harness-DPF, \$7,282.50 on REMAN 454 Engine and Core and \$4,643.73 for Aftermarket Ranch Hand Bumper, Weatherguard Transfer Tank, and Weather Guard Saddle Box, \$1,941.60 for Kenworth Tractor and \$1,253.70 for Heater/Air Conditioner Assembly for the San Juan County Road Department
2. Approval of April 15, 2025, Commission Meeting Minutes
3. Approval of April 15, 2025, Commission Work Session Meeting Minutes
4. Approval of the Check Register for April 12 through April 25, 2025
5. Approval of the San Juan Inn & Trading Post, Restaurant Only, Beer Sales Renewal Located in Mexican Hat
6. Approval of San Juan County Health Department Agreement with the State of Utah Health and Human Services Department for the STD Disease Intervention Services 2019 Amendment 9
7. Approval of the Lieutenant Governor UT Home Energy Rebates Letter
8. Approval of the Annual 2025 Contract between Zions Way and San Juan County for Caregiver In Home Care Services
9. Approval of the Annual 2025 Contract between Zions Way and San Juan County for Alternatives In Home Care Service
10. Approval of the Annual 2025 Contract between Comfort At Home Care and San Juan County for Alternatives In Home Care Service

11. Approval of the 2025 Contract between Comfort At Home Care and San Juan County for Caregiver In Home Care Services
12. Approval of the Annual 2025 Contract between Edward Tapaha and San Juan County for Translation Services for the In Home Programs
13. Approval of the Annual 2025 Contract between Rocky Mountain Home Health and San Juan County for Alternatives In Home Care Services
14. Approval of the Annual 2025 Contract between Rocky Mountain Home Care and San Juan County for Caregiver In Home Care Services
15. Approval of the 2025 Contract between the State of Utah Department of Health and Human Services and San Juan County for the Aging Waiver Program
16. Approval of the 2025 Contract between the Department of Veterans Affairs Veterans Health Administration and San Juan County for the Veterans Care Agreement
17. Approval of the Annual 2025 Contract between Shelia Knight RN and San Juan County for Medicaid Aging Waiver Services
18. Approval of the 2025 San Juan County Third Year of the Four-Year Plan for Aging Services
19. Approval of the Reappointment of Zach Johnson, Charlie Tracey, and Cade Lewis for the Weed Board for Additional 4-Year Terms

## **RECOGNITIONS, PRESENTATIONS, AND INFORMATIONAL ITEMS**

20. Presentation for the Public Awareness Committee of Citizens Report. Dr. Shanon Brooks

**Time Stamp 0:18:11 (audio) & 0:20:56 (video)**

Dr. Shannon Brooks, community leader, introduced the planning & zoning public awareness committee: Storland, Dave & Sara Goodman, Marjorie Haun, Wes & Zola Hunt, and Shannon Brooks. Dave & Sara Goodman presented the results of the recently completed LUDMO citizens survey. The total responses were 236, and all were from unincorporated areas of the county. Sara spent her time clarifying definitions of land use and goals. Dave talked about how rural residents expressed their desire to have homestead-based business on their property. The survey also highlighted the residents' concern regarding the potential hiring of a county code enforcement employee. Commissioner Maughan clarified the new position was for building code enforcement and not for land use violations.

## **BUSINESS/ACTION**

**Consent Agenda - # 6.** Approval of San Juan County Health Department Agreement with the State of Utah Health and Human Services Department for the STD Disease Intervention Services 2019 Amendment 9

**Time Stamp 0:37:58 (audio) & 0:43:44 (video)**

Mack presented the contract for the commission to review and approve. The contract is a continuation of a long-term agreement with the State of Utah to combat sexually transmitted diseases.

Motion made by Commissioner Harvey, Seconded by Commission Vice Chair Maughan.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

21. Consideration and Approval of the State of Utah Contract between Utah Attorney General's Office and San Juan County, Amendment 2. Robert Nieman, Children's Justice Center Director

**Time Stamp 0:42:55 (audio) & 0:45:40 (video)**

Robert Nieman, Children's Justice Center Director, presented the contract for the commission to review and approve. The contract allows for the purchase of cameras and recording devices to be used in the interviewing of children.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.  
Voting Yea: Commissioner Chair Stubbs, Commission Vice-Chair Maughan

22. Consideration and Approval of the Memorandum of Understanding between Utah Education and Telehealth Network and San Juan County Library System. Nicole Perkins, Library Director

**Time Stamp 0:47:26 (audio) & 0:50:11 (video)**

Nicole Perkins, Library Director, presented the contract for the commission to review and approve. The contract allows Blanding Library to be connected UEN network for wi-fi services. The E-Rate savings for the county will be over \$100,000.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

23. Consideration and Approval of the Contract with the National Institute for Jail Operations Program and San Juan County. Lt. John Young, Detention Commander

**Time Stamp 0:50:49 (audio) & 0:53:34 (video)**

John Young, Detention Commander, presented the contract for the commission to review and approve. Previously, the Utah Sheriff's Association had a contract with the National Institute for Jail Operations, however, they moved away from it and discontinued their contract, so the county needs to step in and contract for these services. The fees will be paid by the Inmate Phone provider.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

24. Consideration and Approval of a Letter to the San Juan County School District for the Monument Valley and Montezuma Creek Fire Station Lease. David Gallegos, Fire Chief

**Time Stamp 0:55:22 (audio) & 0:58:08 (video)**

David Gallegos, County Fire Chief, presented the lease for the commission to review and approve. The Navajo Nation has an interest in taking over these facilities and managing them by their rules and fire codes.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

25. Consideration and Approval of Election Equipment Purchase. Lyman W. Duncan, Clerk/Auditor

**Time Stamp 1:01:34 (audio) & 1:04:19 (video)**

Vint DeGraw, Deputy Clerk, presented the contract to purchase Apple Poll-Pads for the commission to review and approve. The state will pay for the purchase.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

26. Consideration and Approval of the Proposal Naming Two Rock Formations: Bucks Balancing Rock and Mammoth Arch; Located Along Beef Basin Road in San Juan County. Shelby Bourquein, Geographic Research Analyst and Mack McDonald, Chief Administrative Officer

**Time Stamp 1:05:05 (audio) & 1:07:50 (video)**

Mack presented the proposal for the naming of two rock formations for the commission to review and approve.

Motion made by Commission Vice-Chair Maughan, Seconded by Commissioner Harvey.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

27. Consideration and Approval of a Letter of Support to the United States Bureau of Land Management for a Proposed Communications Tower on Black Ridge in San Juan County. Mack McDonald, Chief Administrative Officer.

**Time Stamp 1:11:39 (audio) & 1:14:24 (video)**

Nick Sandberg, County Public Lands Coordinator, presented the proposed letter of support for the commission to review and approve.

Motion made by Commission Vice Chair Maughan, Seconded by Commissioner Harvey.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

28. Consideration and Approval of the State of Utah Contract between the Utah State Courts, Administrative Office and San Juan County Amendment 2. Mack McDonald, Chief Administrative Officer

**Time Stamp 1:15:23 (audio) & 1:18:08 (video)**

Mack presented the contract for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

29. Consideration and Approval of a Congressman Kennedy Funding Request, Letter of Support, for the Environmental Impact Study for the Road from Oljato to Navajo Mountain for the Navajo Nation Washington Office. Mack McDonald, Chief Administrative Officer.

**Time Stamp 1:19:35 (audio) & 1:22:20 (video)**

Mack presented the letter of support for the commission to review and approve. If approved, the funding will provide for an environmental Impact study for the proposed road from Oljato to Navajo Mountain.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

30. Consideration and Approval of the Grant Agreement and Request to the United States Department of Agriculture for Engineering Services for the La Sal Water Distribution for \$30,000. Mack McDonald, Chief Administrative Officer

**Time Stamp 1:24:34 (audio) & 1:27:19 (video)**

Mack presented the La Sal water distribution grant agreement for the commission to review and approve.

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

## **PUBLIC HEARINGS**

31. PUBLIC HEARING for the Consideration and Approval of a Rezone of a portion of the Lisbon Valley Mine from Industrial to Multiple Use. Kristen Bushnell, Planning Administrator

**Time Stamp 1:26:23 (audio) & 1:29:08 (video)**

### **Motion to Enter Public Hearing:**

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan



32. Consideration and Approval of a Zone Change at Lisbon Valley Mine for the opportunity of On-Site Employee Housing. Kristen Bushnell, Planning Administrator and Klint York, Lisbon Valley Mining Company.

**Time Stamp 1:27:06 (audio) & 1:29:51 (video)**

Motion to Table the Lisbon Valley Mine Zone Change:

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan. Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

Commission Chair Stubbs expressed concern regarding the decorum of the planning and zoning meeting. She felt the meeting was not correctly public noticed on the State of Utah's Public Noticing website. While Kristen had noticed the meeting in the local newspaper and on the county planning & zoning website. Kristen stated she cannot post the notice on the Utah Public Notice website, due to her lack of passwords. Commission Chair Stubbs wants to reject the process of the Public Hearing for today. She spoke that the state is considering removing county and city planning and zoning departments for FY 2026. Mack gave additional details regarding the planning & zoning strategy by the state of Utah.

Kristen presented the proposed zoning request on behalf of Lisbon Valley Mine. The Lisbon Valley Mine wants to build on-site housing for newly hired employees who are moving to the area. The employees will have 3-6 months to live in the mancamp or bunkhouse, then they will need to move into more permanent housing in the local communities. Commissioner Maughan expressed concern with the agenda creation process and felt the item should have held off being placed into today's agenda. She confirmed the new employee was approved by the commission to proceed forward.

## COMMISSION REPORTS

**Time Stamp 1:45:21 (audio) & 1:48:06 (video)**

Commissioner Harvey will attend a Utah Navajo Commission meeting in Navajo Mountain. He is grateful for the approval of the letter of support for the construction of the proposed Navajo Mountain Road. The Aneth Chapter meeting is on the 18th, and he will be attending. The Aneth Justice Court will meet on the 21st. The Navajo Nation Court will share information regarding caseloads.

Commissioner Maughan will be attending the County Road Department and Forest Service meeting in the next few weeks. She attended a meeting for the purpose of lowering the amount of alcohol consumption among the youth.

Commission Chair Stubbs attended the Westwater celebration for water services into their community. The celebration was well attended by the press corps, state officials, local leaders, LDS Church representatives from SLC, and local citizens. She also attended the Basecamp conference in Blanding and stated that it was very appreciated by those in attendance.

**ADJOURNMENT****Time Stamp 1:53:45 (audio) & 1:56:30 (video)****Motion to Adjourn:**

Motion made by Commissioner Harvey, Seconded by Commission Vice-Chair Maughan.  
Voting Yea: Commissioner Harvey, Commissioner Chair Stubbs, Commission Vice-Chair Maughan

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All agenda items shall be considered as having potential Commission action components and may be completed by an electronic method \*\*In compliance with the Americans with Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the San Juan County Clerk's Office: 117 South Main, Monticello or telephone 435-587-3223, giving reasonable notice\*\*

APPROVED: \_\_\_\_\_  
San Juan County Board of County Commissioners

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
San Juan County Clerk/Auditor

DATE: \_\_\_\_\_



**STATE OF UTAH  
THE UTAH OFFICE OF TOURISM,  
GOVERNOR'S OFFICE OF ECONOMIC OPPORTUNITY  
FAMILIARIZATION TOURS CONTRACT**

1. **CONTRACTING PARTIES:** This contract for services (this "Contract") is made and entered into by and between the Utah Office of Tourism ("UOT") as subagency of the State of Utah, Governor's Office of Economic Opportunity ("GOEO") and San Juan County, Office of Economic Development & Visitor Services (the "County"). UOT, GOEO and the County are hereinafter collectively referred to as "Parties" and each may be referred to individually as "Party."

San Juan County  
Office of Economic Development & Visitor Services  
117 South Main  
PO Box 490  
Monticello, Utah 84535

Contact Name: Allison Yamamoto-Sparks  
Phone #: (435) 587-3235  
Email: [ayamamoto@sanjuancounty.org](mailto:ayamamoto@sanjuancounty.org)

Legal Status of Grantee: Governmental Agency  
Federal Tax ID: 87-6000305  
Vendor #: VC0000114664

2. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this Contract is to provide reimbursement for Trade and Media Familiarization Tours and Staff, Board, and Vendor Educational Meetings and Tours, when needed.
3. **AGREEMENT:** In consideration of the mutual promises and undertakings of the Parties to this contract, and for other good and valuable consideration, which is hereby acknowledged by the Parties, the Parties enter into this Contract subject to the following terms and conditions contained herein.
4. **CONTRACT PERIOD:**  
Effective Date: April 15, 2025  
Termination Date: April 15, 2030.  
Unless either party terminates this Contract in accordance with the terms and conditions herein, this Contract will remain in effective for the entire term.
5. **CONTRACT AMOUNT:** UOT shall pay the County up to but no more than a maximum of \$15,000.00 in total for costs authorized under this contract.
6. **ATTACHMENTS INCLUDED AND MADE PART OF THIS CONTRACT:**  
Attachment A – State of Utah Standard Terms and Conditions for Services between Government Entities.  
Attachment B – Scope of Work.
7. **COUNTERPARTS:** This Contract may be executed in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.
8. **TITLES AND CAPTIONS.** All section or subsection titles or captions herein are for convenience only. Such titles and captions shall not be deemed part of the Contract and shall in no way define, limit, augment, extend, or describe the scope, content or intent of any part or parts hereof.

**IN WITNESS WHEREOF**, the Parties have caused this Contract to be executed by their duly authorized representatives effective as of the date listed on the first page above.

**STATE OF UTAH**

**SAN JUAN COUNTY OFFICE OF ECONOMIC  
DEVELOPMENT & VISITOR SERVICES**

By:  
Name:  
Title:  
Date:  
Utah Office of Tourism

By:  
Name:  
Title:  
Date:

By:  
Name:  
Title:  
Date:  
Governor’s Office of Economic Opportunity

By:  
Name:  
Title:  
Date:  
Governor’s Office of Economic Opportunity

By:  
Date:  
Utah Division of Finance

## ATTACHMENT A: STATE OF UTAH STANDARD TERMS AND CONDITIONS FOR SERVICES BETWEEN GOVERNMENT ENTITIES

These terms and conditions may only be used when both parties are government entities or political subdivisions as defined in the Utah Government Immunity Act.

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
  - a) **"Confidential Information"** means information that is deemed as confidential under applicable state and federal laws, and personal data as defined in Utah Code 63A-19-101. The State Entity reserves the right to identify, during and after this Contract, additional reasonable types of categories of information that must be kept confidential under federal and state laws.
  - b) **"Contract"** means the Contract Signature Page(s), including all referenced attachments and documents incorporated by reference. The term "Contract" shall include any purchase orders that result from this Contract.
  - c) **"Contract Signature Page(s)"** means the State of Utah cover page(s) that the State Entity and Contractor signed.
  - d) **"Contractor"** means the individual or entity delivering the Procurement Item identified in this Contract. The term "Contractor" shall include Contractor's agents, officers, employees, and partners.
  - e) .
  - f) **"Goods"** means all types of tangible personal property, including but not limited to materials, supplies, Custom Deliverable, and equipment that Contractor is required to deliver to the State Entity under this Contract.
  - g) **"Procurement Item"** means Goods, a supply, Services, Custom Deliverable, construction, or technology that Contractor is required to deliver to the State Entity under this Contract.
  - h) **"Response"** means the Contractor's bid, proposals, quote, or any other document used by the Contractor to respond to the State Entity's Solicitation.
  - i) **"Services"** means the furnishing of labor, time, or effort by Contractor pursuant to this Contract. Services include those professional services identified in Section 63G-6a-103 of the Utah Procurement Code
  - j) **"Solicitation"** means an invitation for bids, request for proposals, notice of a sole source procurement, request for statement of qualifications, request for information, or any document used to obtain bids, proposals, pricing, qualifications, or information for the purpose of entering into this Contract.
  - k) **"State Entity"** means the department, division, office, bureau, agency, or other organization identified on the Contract Signature Page(s).
  - l) **"State of Utah"** means the State of Utah, in its entirety, including its institutions, agencies, departments, divisions, authorities, instrumentalities, boards, commissions, elected or appointed officers, employees, agents, and authorized volunteers.
  - m) **"Subcontractors"** means a person under contract with a contractor or another subcontractor to provide services or labor for design or construction, including a trade contractor or specialty contractor.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Contractor and all Procurement Items delivered and/or performed under this Contract will comply with all applicable federal and state constitutions, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements. If this Contract is funded by federal funds, either in whole or in part, then any federal regulation related to the federal funding, including CFR Appendix II to Part 200, will supersede this Attachment A.
4. **RECORDS ADMINISTRATION:** Contractor shall maintain or supervise the maintenance of all records necessary to properly account for Contractor's performance and the payments made by the State Entity to Contractor under this Contract. These records shall be retained by Contractor for at least six (6) years after final payment, or until all audits initiated within the six (6) years have been completed, whichever is later. Contractor agrees to allow, at no additional cost, the State of Utah, federal auditors, State Entity staff, or their designees, access to all such records during normal business hours and to allow interviews of any employees or others who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Contract.
5. **PERMITS:** If necessary Contractor shall procure and pay for all permits, licenses, and approvals necessary for the execution of this Contract.
6. **CERTIFY REGISTRATION AND USE OF EMPLOYMENT "STATUS VERIFICATION SYSTEM":** INTENTIONALLY DELETED
7. **CONFLICT OF INTEREST:** INTENTIONALLY DELETED
8. **INDEPENDENT CONTRACTOR:** Contractor and Subcontractors, in the performance of this Contract, shall act in an independent capacity and not as officers or employees or agents of the State Entity or the State of Utah.
9. **CONTRACTOR RESPONSIBILITY:** Contractor is solely responsible for fulfilling the contract, with responsibility for all Procurement Items delivered and/or performed as stated in this Contract. Contractor shall be the sole point of contact regarding all contractual matters. Contractor must incorporate Contractor's responsibilities under this Contract into every subcontract with its Subcontractors that will provide the Procurement Item(s) to the State Entity under this Contract. Moreover, Contractor is responsible for its Subcontractors compliance under this Contract.
10. **INDEMNITY:** Contractor shall be fully liable for the actions of its agents, employees, officers, partners, and Subcontractors, and shall fully indemnify, defend, and save harmless the State Entity and the State of Utah from all claims, losses, suits, actions, damages, and costs of every name and description arising out of Contractor's performance of this Contract to the extent caused by any intentional

wrongful act or negligence of Contractor, its agents, employees, officers, partners, or Subcontractors, without limitation; provided, however, that the Contractor shall not indemnify for that portion of any claim, loss, or damage arising hereunder due to the fault of the State Entity. The parties agree that if there are any limitations of the Contractor's liability, including a limitation of liability clause for anyone for whom the Contractor is responsible, such limitations of liability will not apply to injuries to persons, including death, or to damages to property.

11. **EMPLOYMENT PRACTICES:** Contractor agrees to abide by the following federal and state employment laws, including: (i) Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000e), which prohibits discrimination against any employee or applicant for employment or any applicant or recipient of services on the basis of race, religion, color, or national origin; (ii) Executive Order No. 11246, as amended, which prohibits discrimination on the basis of sex; (iii) 45 CFR 90, which prohibits discrimination on the basis of age; (iv) Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of disabilities; and (v) Utah's Executive Order 2019-1, dated February 5, 2019, which prohibits unlawful harassment in the workplace. Contractor further agrees to abide by any other laws, regulations, or orders that prohibit the discrimination of any kind by any of Contractor's employees.
12. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, provided that the amendment is within the Scope of Work of this Contract and is within the scope/purpose of the original solicitation for which this Contract was derived. The amendment will be attached and made part of this Contract. Automatic renewals will not apply to this Contract, even if listed elsewhere in this Contract.
13. **DEBARMENT:** Contractor certifies that it is not presently nor has ever been debarred, suspended, proposed for debarment, or declared ineligible by any governmental department or agency, whether international, national, state, or local. Contractor must notify the State Entity within thirty (30) days if debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contract by any governmental entity during this Contract.
14. **TERMINATION:** This Contract may be terminated, with cause by either party, in advance of the specified expiration date, upon written notice given by the other party. The party in violation will be given ten (10) days after written notification to correct and cease the violations, after which this Contract may be terminated for cause immediately and subject to the remedies below. This Contract may also be terminated without cause (for convenience), in advance of the specified expiration date, by the State Entity, upon thirty (30) days written termination notice being given to the Contractor. The State Entity and the Contractor may terminate this Contract, in whole or in part, at any time, by mutual agreement in writing.

On termination of this Contract, all accounts and payments will be processed according to the financial arrangements set forth herein for approved and conforming Procurement Items ordered prior to date of termination. In no event shall the State Entity be liable to the Contractor for compensation for any Good neither requested nor accepted by the State Entity. In no event shall the State Entity's exercise of its right to terminate this Contract for convenience relieve the Contractor of any liability to the State Entity for any damages or claims arising under this Contract.

15. **NONAPPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Contractor, this Contract may be terminated in whole or in part at the sole discretion of the State Entity, if the State Entity reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State Entity's ability to pay under this Contract. A change of available funds as used in this paragraph includes, but is not limited to a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.

If a written notice is delivered under this section, the State Entity will reimburse Contractor for the Procurement Item(s) properly ordered and/or services properly performed until the effective date of said notice. The State Entity will not be liable for any performance, commitments, penalties, or liquidated damages that accrue after the effective date of said written notice.

16. **SALES TAX EXEMPTION:** The Procurement Item(s) under this Contract will be paid for from the State Entity's funds and used in the exercise of the State Entity's essential functions as a State of Utah entity. Upon request, the State Entity will provide Contractor with its sales tax exemption number. It is Contractor's responsibility to request the State Entity's sales tax exemption number. It also is Contractor's sole responsibility to ascertain whether any tax deduction or benefits apply to any aspect of this Contract.
17. **WARRANTY OF PROCUREMENT ITEM(S):** Contractor warrants, represents and conveys full ownership and clear title, free of all liens and encumbrances, to the Procurement Item(s) delivered to the State Entity under this Contract. Contractor warrants for a period of one (1) year that: (i) the Procurement Item(s) perform according to all specific claims that Contractor made in its Response; (ii) the Procurement Item(s) are suitable for the ordinary purposes for which such Procurement Item(s) are used; (iii) the Procurement Item(s) are suitable for any special purposes identified in the Contractor's Response; (iv) the Procurement Item(s) are designed and manufactured in a commercially reasonable manner; (v) the Procurement Item(s) are manufactured and in all other respects create no harm to persons or property; and (vi) the Procurement Item(s) are free of defects. Unless otherwise specified, all Procurement Item(s) provided shall be new and unused of the latest model or design.

Remedies available to the State Entity under this section include, but are not limited to, the following: Contractor will repair or replace Procurement Item(s) at no charge to the State Entity within ten (10) days of any written notification informing Contractor of the Procurement Item(s) not performing as required under this Contract. If the repaired and/or replaced Procurement Item(s) prove to be inadequate, or fail its essential purpose, Contractor will refund the full amount of any payments that have been made. Nothing in this warranty will be construed to limit any rights or remedies the State Entity may otherwise have under this Contract.

18. **CONTRACTOR'S INSURANCE RESPONSIBILITY: INTENTIONALLY DELETED**
19. **RESERVED.**

20. **PUBLIC INFORMATION:** Contractor agrees that this Contract, related purchase orders, related pricing documents, and invoices will

be public documents and may be available for public and private distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Contractor gives the State Entity and the State of Utah express permission to make copies of this Contract, related sales orders, related pricing documents, and invoices in accordance with GRAMA. Except for sections identified in writing by Contractor and expressly approved by the State of Utah Division of Purchasing and General Services, Contractor also agrees that the Contractor's Response will be a public document, and copies may be given to the public as permitted under GRAMA. The State Entity and the State of Utah are not obligated to inform Contractor of any GRAMA requests for disclosure of this Contract, related purchase orders, related pricing documents, or invoices.

21. **DELIVERY:** All deliveries under this Contract will be F.O.B. Destination Freight Prepaid and Allowed, unless specifically negotiated otherwise and explicitly written in this contract, with all transportation and handling charges paid for by Contractor. Responsibility and liability for loss or damage will remain with Contractor until final inspection and acceptance when responsibility will pass to the State Entity, except as to latent defects or fraud. Contractor shall strictly adhere to the delivery and completion schedules specified in this Contract.
22. **ACCEPTANCE AND REJECTION:** The State Entity shall have thirty (30) days after delivery of the Procurement Item(s) to perform an inspection of the Procurement Item(s) to determine whether the Procurement Item(s) conform to the standards specified in the Solicitation and this Contract prior to acceptance of the Procurement Item(s) by the State Entity.  
  
If Contractor delivers nonconforming Procurement Item(s), the State Entity may, at its option and at Contractor's expense: (i) return the Procurement Item(s) for a full refund; (ii) require Contractor to promptly correct or replace the nonconforming Procurement Item(s); or (iii) obtain replacement Procurement Item(s) from another source, subject to Contractor being responsible for any cover costs. Contractor shall not redeliver corrected or rejected Procurement Item(s) without: first, disclosing the former rejection or requirement for correction; and second, obtaining written consent of the State Entity to redeliver the corrected Procurement Item(s). Repair, replacement, and other correction and redelivery shall be subject to the terms of this Contract.
23. **INVOICING:** Contractor will submit invoices within thirty (30) days of the delivery date of the Procurement Item(s) to the State Entity. The contract number shall be listed on all invoices, freight tickets, and correspondence relating to this Contract. The prices paid by the State Entity will be those prices listed in this Contract, unless Contractor offers a prompt payment discount within its Response or on its invoice. The State Entity has the right to adjust or return any invoice reflecting incorrect pricing.
24. **PAYMENT:** Payments are to be made within thirty (30) days after a correct invoice is received. All payments to Contractor will be remitted by mail, electronic funds transfer, or the State of Utah's Purchasing Card (major credit card). If payment has not been made after sixty (60) days from the date a correct invoice is received by the State Entity, then interest may be added by Contractor as prescribed in the Utah Prompt Payment Act. The acceptance by Contractor of final payment, without a written protest filed with the State Entity within ten (10) business days of receipt of final payment, shall release the State Entity and the State of Utah from all claims and all liability to the Contractor. The State Entity's payment for the Procurement Item(s) and/or services shall not be deemed an acceptance of the Procurement Item(s) and is without prejudice to any and all claims that the State Entity or the State of Utah may have against Contractor. The State of Utah and the State Entity will not allow the Contractor to charge end users electronic payment fees of any kind.
25. **INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** Contractor will indemnify and hold the State Entity and the State of Utah harmless from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities, and costs in any action or claim brought against the State Entity or the State of Utah for infringement of a third-party's copyright, trademark, trade secret, or other proprietary right. The parties agree that if there are any limitations of Contractor's liability, such limitations of liability will not apply to this section.
26. **OWNERSHIP IN INTELLECTUAL PROPERTY:** The State Entity and Contractor each recognizes that each has no right, title, or interest, proprietary or otherwise, in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing. All Procurement Item(s), documents, records, programs, data, articles, memoranda, and other materials not developed or licensed by Contractor prior to the execution of this Contract, but specifically manufactured under this Contract shall be considered work made for hire, and Contractor shall transfer any ownership claim to the State Entity.
27. **OWNERSHIP IN CUSTOM DELIVERABLES:** INTENTIONALLY DELETED
28. **ASSIGNMENT:** Contractor may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State Entity.
29. **REMEDIES:** Any of the following events will constitute cause for the State Entity to declare Contractor in default of this Contract: (i) Contractor's non-performance of its contractual requirements and obligations under this Contract; or (ii) Contractor's material breach of any term or condition of this Contract. The State Entity may issue a written notice of default providing a ten (10) day period in which Contractor will have an opportunity to cure. Time allowed for cure will not diminish or eliminate Contractor's liability for damages. If the default remains after Contractor has been provided the opportunity to cure, the State Entity may do one or more of the following: (i) exercise any remedy provided by law or equity; (ii) terminate this Contract; (iii) impose liquidated damages, if liquidated damages are listed in this Contract; (iv) debar/suspend Contractor from receiving future contracts from the State Entity or the State of Utah; or (v) demand a full refund of any payment that the State Entity has made to Contractor under this Contract for Procurement Item(s) that do not conform to this Contract.
30. **FORCE MAJEURE:** Neither party to this Contract will be held responsible for delay or default caused by fire, riot, act of God, and/or war which is beyond that party's reasonable control. The State Entity may terminate this Contract after determining such delay will prevent successful performance of this Contract.
31. **CONFIDENTIALITY:** If Contractor has access to or processes Confidential Information, Contractor shall: (i) advise its agents, officers, employees, partners, and Subcontractors of the obligations set forth in this Contract; (ii) keep all Confidential Information strictly

confidential; and (iii) comply with any requirements contained in the contract regarding permitted uses and disclosures of personal data, measures designed to safeguard personal data, and the destruction of personal data. Contractor will promptly notify the State Entity of any potential or actual misuse or misappropriation of Confidential Information, including any data breaches, in accordance with UCA 63A-19 Government Data Privacy Act. In Accordance with UCA 63A-19, Contractor must comply with all the same requirements regarding personal data as the State. .

Contractor shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Contractor shall indemnify, hold harmless, and defend the State Entity and the State of Utah, including anyone for whom the State Entity or the State of Utah is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Contractor or anyone for whom the Contractor is liable.

Upon termination or expiration of this Contract, Contractor will return all copies of Confidential Information to the State Entity or certify, in writing, that the Confidential Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.

32. **PUBLICITY:** Contractor shall submit to the State Entity for written approval all advertising and publicity matters relating to this Contract. It is within the State Entity's sole discretion whether to provide approval, which approval must be in writing.
33. **WORK ON STATE OF UTAH OR ELIGIBLE USER PREMISES:** Contractor shall ensure that personnel working on State of Utah premises shall: (i) abide by all of the rules, regulations, and policies of the premises; (ii) remain in authorized areas; (iii) follow all instructions; and (iv) be subject to a background check, prior to entering the premises. The State of Utah or Eligible User may remove any individual for a violation hereunder.
34. **CONTRACT INFORMATION: INTENTIONALLY DELETED**
35. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
36. **SUSPENSION OF WORK:** Should circumstances arise which would cause the State Entity to suspend Contractor's responsibilities under this Contract, but not terminate this Contract, this will be done by formal written notice pursuant to the terms of this Contract. Contractor's responsibilities may be reinstated upon advance formal written notice from the State Entity.
37. **CHANGES IN SCOPE:** Any changes in the scope of the Procurement Item(s) to be performed under this Contract shall be in the form of a written amendment to this Contract, mutually agreed to and signed by both parties, specifying any such changes, fee adjustments, any adjustment in time of performance, or any other significant factors arising from the changes in the scope of the Procurement Item(s).
38. **PROCUREMENT ETHICS:** Contractor understands that a person who is interested in any way in the sale of any, Procurement Item(s), supplies, , construction, or insurance to the State of Utah is violating the law if the person gives or offers to give any compensation, gratuity, contribution, loan, reward, or any promise thereof to any person acting as a procurement officer on behalf of the State of Utah, or to any person in any official capacity who participates in the procurement of such Procurement Item(s), supplies, , construction, or insurance, whether it is given for their own use or for the use or benefit of any other person or organization.
39. **ATTORNEY'S FEES: INTENTIONALLY DELETED**
40. **TRAVEL COSTS:** If travel expenses are permitted by the Solicitation, then all travel costs associated with the delivery of Procurement Item(s) under this Contract will be paid according to the rules and per diem rates found in the Utah Administrative Code R25-7. Invoices containing travel costs outside of these rates will be returned to Contractor for correction.
41. **DISPUTE RESOLUTION: INTENTIONALLY DELETED**
42. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) Contract Signature Page(s); (iii) the State of Utah's additional terms and conditions, if any; (iv) any other attachment listed on the Contract Signature Page(s); and (v) Contractor's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Contractor or limit the rights of the State Entity or the State of Utah must be in writing and attached to this Contract or it is rendered null and void.
43. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default of this Contract or defect in the Procurement Item(s) that has not been cured, or of any of the following clauses, including: Governing Law and Venue, Laws and Regulations, Records Administration, Remedies, Dispute Resolution, Indemnity, Newly Manufactured, Indemnification Relating to Intellectual Property, Warranty of Procurement Item(s), Insurance.
44. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
45. **ERRORS AND OMISSIONS:** Contractor shall not take advantage of any errors and/or omissions in this Contract. The Contractor must promptly notify the State of any errors and/or omissions that are discovered.
46. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.
47. **ANTI-BOYCOTT ACTIONS:** In accordance with Utah Code 63G-27 et seq., Contractor certifies that it is not currently engaged in any "economic boycott" nor a "boycott of the State of Israel" as those terms are defined in Section 63G-27-102. Contractor further certifies that it has read and understands 63G-27 et. seq., that it will not engage in any such boycott action during the term of this Contract, and that if it does, it shall promptly notify the State in writing.
48. **TIME IS OF THE ESSENCE:** The Procurement Item(s) shall be completed by any applicable deadline stated in this Contract. For all Procurement Item(s), time is of the essence. Contractor shall be liable for all reasonable damages to the State Entity, the State of Utah, and anyone for whom the State of Utah may be liable as a result of Contractor's failure to timely perform the Procurement Item(s)



required under this Contract.

49. **PERFORMANCE EVALUATION:** The State Entity may conduct a performance evaluation of Contractor's Procurement Item(s), including Contractor's Subcontractors. Results of any evaluation may be made available to Contractor upon request.
50. **STANDARD OF CARE:** The Procurement Item(s) of Contractor and its Subcontractors shall be performed in accordance with the standard of care exercised by licensed members of their respective professions having regular experience providing similar Procurement Item(s) which similarities include the type, magnitude, and complexity of the Procurement Item(s) that are the subject of this Contract. Contractor shall be liable to the State Entity and the State of Utah for claims, liabilities, additional burdens, penalties, damages, or third-party claims (e.g., another Contractor's claim against the State of Utah), to the extent caused by wrongful acts, errors, or omissions that do not meet this standard of care.
51. **REVIEWS:** The State Entity reserves the right to perform plan checks, plan reviews, other reviews, and/or comment upon the Procurement Item(s) of Contractor. Such reviews do not waive the requirement of Contractor to meet all of the terms and conditions of this Contract.
52. **Restricted Foreign Entities and Forced Labor:** In accordance with Utah law, Contractors contracting with the State certify that they are not providing a "forced labor product" as defined in Utah Code 63G-6a-121. If the Contractor is providing technology or technology services, networks, or systems, the Contractor certifies that the aforementioned does not come from a "restricted foreign entity," as also defined in UCA 63G-6a-121.

(Revision Date: 9/16/2024)

*[The remainder of this page is intentionally left blank.]*

## ATTACHMENT B: SCOPE OF WORK

During the term of this Contract, the Destination Marketing Organization (DMO), also herein referred to as the County, will work with the Utah Office of Tourism (UOT) on familiarization tours (FAM Tours) and other associated events. The anticipated activities associated with this Contract include, but are not limited to, the following:

1. Trade Familiarization Tours
  - a. Increasing product development of key tour operators.
  - b. Expanding itineraries current in production.
  - c. Development of new partnerships with operators that have not previously sold Utah.
  - d. Leading to co-operative campaigns.
2. Media Familiarization Tours
  - a. Hosting media from UOT's Top 25 publications in-market.
  - b. Meeting or exceeding UOT's Barcelona Principles<sup>1</sup> scoring expectations.
  - c. Earning targeted media coverage.
  - d. Supporting larger consumer campaigns and goals.
3. Staff, Board, and Vendor Educational Meeting and Tours
  - a. Hosting UOT employees and board members.
  - b. Hosting contracted vendors of the UOT.
  - c. Education of the above and team members on Utah products to facilitate the best representation of that product throughout all functions of the UOT.

### Strategy and Management

1. The contracted DMO will work with the UOT to create unique and individualized itineraries for FAM Tour guests that have been vetted by the UOT staff and, when needed, international contractors in-market.
2. The UOT will clearly identify the hosting needed and responsibilities of a specific FAM Tour prior to the agreement of hosting by the DMO. Such needs include:
  - a. Lodging
  - b. Meals
  - c. Guided Activities
  - d. Entrance Fees
  - e. Transportation
3. The DMO will only be responsible for the portion of the FAM Tour spent within the County borders that the DMO represents.
4. The UOT will not reimburse the DMO for the following potential expenses:
  - a. Alcohol
  - b. Personal necessities or sundries
  - c. Branded promotional items or gear
  - d. Hotel amenities and/or additional charges
  - e. Medical or emergency related expenses
5. The delegated costs of a FAM tour and/or event will be agreed upon by the UOT and the contracted DMO prior to the event or the group or individual's arrival date into the State of Utah.

### Budget and Payment

1. Any costs incurred by the DMO from the above hosting needs that have been agreed upon by the UOT and the contracted DMO will be invoiced by the DMO. The invoice will be submitted after the FAM Tour and/or event has occurred and will include official receipts and/or invoices. UOT will promptly review the invoice and issue payment if approved.
2. The costs incurred and paid will be charged to the UOT International marketing budget for the country of origin of the FAM Tour or to the appropriate budget for the event.

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<sup>1</sup> <https://instituteforpr.org/the-barcelona-declaration-of-research-principles/>

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DRAFT

Wendy Haws, M. Ed.  
PO Box 11  
165 Calf Canyon Road  
Bluff, UT 84512  
[wmhaws1@gmail.com](mailto:wmhaws1@gmail.com)  
801-726-3999

May 14, 2025

San Juan County Commissioners  
San Juan Counseling Center

Dear Commissioners and Members of the Board,

I am writing to formally express my interest in serving on the Board of the San Juan Counseling Center. I currently reside in Bluff and work in Blanding at Albert R. Lyman Middle School. I am interested in the mental and emotional well-being in my community.

Throughout my 25 plus years in education, I have gained extensive experience working with people in many different communities and schools. This experience has given me unique insights into the emotional and academic needs of teenagers. I've worked extensively with school counselors, support staff, and parents. I believe this background uniquely positions me to offer valuable insights in support of your mission to provide accessible and compassionate counseling services.

I also offer a unique perspective because I come from outside of the county. I have only lived in San Juan County for three years, which means I could offer a more objective point of view. I have become aware of some unique mental and behavioral issues in San Juan County and would appreciate the chance to learn how to better support my students who are dealing with these issues.

Although I have limited experience with adult counseling services, I believe that my classroom experience gives me a practical understanding of the issues students face and the challenges they may be experiencing. This allows me to offer informed perspectives and collaborate effectively with members of the board.

Thank you for considering my application. I look forward to the possibility of contributing to the vital work being done by the San Juan Counseling Center.

Thank you for your time and consideration,

Wendy Haws, M. Ed.



## COMMISSION STAFF REPORT

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**MEETING DATE:** May 20, 2025

**ITEM TITLE, PRESENTER:** Consideration and Approval of the 2026 State Task Force Grant (STFG) between the Utah Commission on Criminal & Juvenile Justice (CCJJ) and San Juan County Sheriff's Office Major Crimes & Drug Task Force

**RECOMMENDATION:** Approve the 2026 grant application.

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### SUMMARY

The San Juan County Sheriff's Office Major Crimes & Drug Task Force has applied for the annual State Task Force Grant for the 2026 grant year which is from July 1, 2025 to June 30, 2026. CCJJ administers STFG through the Law Enforcement Operations Account (LEOA). CCJJ is required to grant funds from the LEOA under the State Task Force Grant program. Grants are awarded to criminal justice service providers in order to address illicit drug use and other crime issues. The first priority of the STFG grant program is to provide operational support for Utah's established multi-jurisdictional drug and crime task force units. The second priority of STFG funding is the reduction of illegal drug activity through education, prevention, treatment and research programs.

### HISTORY/PAST ACTION

San Juan County Sheriff's Office Major Crimes & Drug Task Force has applied for and received annual Utah CCJJ grant funding since approximately the year 2000.

### FISCAL IMPACT

There is no fiscal impact but requires the grant funds spending, by the Task Force, initially be paid for by the county which is reimbursed every quarter (3 months).

# I. Application Cover Page



## UTAH COMMISSION ON CRIMINAL & JUVENILE JUSTICE

Utah State Capitol Complex  
East Office Building, Suite E330  
Salt Lake City, Utah 84114-2330  
Ph: (801) 538-1031  
Fax: (801) 538-1024



### State Task Force Grant (STFG)

CCJJ Grant # **26F08**

#### 1. Your Agency Name and Address:

San Juan County Sheriff's Office  
PO Box 788  
297 South Main Street  
Monticello, UT. 84535-0788

#### 2. Agency Contact (Grant Project Director):

Jay Begay

#### 3. Phone Number:

435-587-2237

#### 4. E-mail Address:

jbegay@sanjuancountyut.gov

#### 5. Grant Start Date and End Date:

Start Date: 7/1/2025 End Date: 6/30/2026

#### 6. Federal Tax Identification Number (87-\_\_\_\_):

87-6000305

#### 7. Application Budget Summary:

Personnel & Fringe: \$8,500

Contract Services: \$480

Equipment, Supplies and Operating (ESO): \$41,000

Travel & Training: \$31,000

Confidential Informant/Undercover Officer Buy (CI/UC): \$1,020

**Total Grant Funds: \$82,000**

**Signatures in lines 9 and 11 indicate acceptance of the application narrative, budget, certified assurances, grant conditions and verification that all grant funds described within are to be used for law enforcement operations related to reducing illegal drug activity and related criminal activity.**

**8. Print Name and Title of Official Authorized to Sign** (Official authorized to sign includes: City/County Mayor, Manager or Commissioner, Agency Director or President).

**9. Signature of Official Authorized to Sign** (Official authorized to sign includes: City/County Mayor, Manager or Commissioner, Agency Director or President).

**10. Print Name of Your Agency Legal Counsel** (Official authorized to sign includes: City/County Attorney or their Designee).

MITCH MAUGHAN

**11. Signature of Your Agency Legal Counsel** (Official authorized to sign includes: City/County Attorney or their Designee).

Mt - San Juan County Attorney

Tom Ross,  
Executive Director of CCJJ  
(For CCJJ use ONLY)

## II. Application Narrative

*Please write your application narrative to respond to each area (a-d) listed below:*

- a) *Clearly describe how funding from this grant will be used over the next twelve (12) months. In addition to narcotics enforcement, will your task force pursue criminal gangs or other major crime enforcement this year (If yes, please describe)?*

The funding will go towards helping educate and train Task Force Agents in new and current trends that involve the use, sale, manufacturing and trafficking of illegal drugs.

The funds will be used to pay for confidential informants and purchasing illegal drugs and investigating these crimes.

The funds will be used to pay for overtime for Task Force Agents.

Funding will be used to help Task Force Agents receive training in investigations of major crimes that occur throughout San Juan County. Training for crimes that include (but are not limited to) drug offenses, highway criminal interdiction, thefts, home and vehicle burglaries, homicides, internet crimes and sexual based offenses.

Funding will be used to maintain Task Force vehicles and equipment such as cameras, licence plate reader, phone bills, vehicles, 4-wheelers, side by side (UTV), e-bike, utility trailers and camp trailer.

Funding will also go to help educate the public in the current trends of drug and methods that youth, and any persons, might use to conceal drug use. Task Force Agents will teach about how drugs impact and hurt our communities.

- b) *Please list all agencies that will participate in your multi-jurisdictional task force this year.*

- 1) San Juan County Sheriff's Office
- 2) Blanding City Police Department
- 3) Utah Highway Patrol
- 4) Utah Adult Probation & Parole

- c) *Please indicate all other financial resources available to your task force beyond this grant (include participation in federal forfeiture equitable sharing or any other state or federal grant that supports your task force).*

None.

- d) *Provide a summary of last year's accomplishments for your task force.*

The year has remained steady for the Major Crimes and Drug Task Force. Our Agents' workloads remained on par for our summer trends. Agents were able to attend the annual Utah Narcotics Officer's Association (UNOA) Conference in the first quarter. UNOA provided valuable training and networking with other Task Forces Agents and Law Enforcement personnel in the state. We sent two Agents to the South Valley Special

Weapons and Tactics Basic Operator School. I remain in support of our agents attending tactical operations training because when we conduct our investigations and build our cases and it's time to serve search warrants, it is us serving the warrants. Sometimes the search warrants become high risk, however we do not have the luxury of calling anyone else to serve it for us. Due to that, I feel that having our agents having basic weapons and tactics training only helps set them up for success and safely serving search warrants and apprehending suspects in different scenarios.

Two Task Force Agents attended the 40 hour LexisNexis Risk Solutions Criminal Investigations Using Cellular Technologies Basic Course in West Jordan, Utah. The goal of the training was to advance their proficiency utilizing call detail record metadata for successful investigations and trial presentations. One Agent attended the Fentanyl Safety for Law Enforcement training in Battle Mountain, Nevada. The training provided information in understanding factors that influence the use and abuse of heroin and fentanyl. The training also discussed safe handling of substances, precautions when encountering those who abuse opiates and opioids, and securing evidence.

A search warrant was served in Blanding. An Agent was in contact with an individual in town and attempting to sign the person up as a Confidential Informant (CI). The person told the Agent about their neighbor in possession of, and possibly selling, controlled substances. Based on the information, the Agent applied for a search warrant, and it was granted. We served the search warrant and paraphernalia; marijuana and methamphetamine were seized.

Another search warrant was served in Monticello. An Agent was assisting Utah Adult Probation and Parole Agents with home compliance checks. During one of their home visits, the Agent located a controlled substance and paraphernalia in the bedroom of the parolee. The suspect was taken into custody by the Adult Probation and Parole Agents, the Task Force Agent applied for and was granted a search warrant for the residence. The search warrant was served later, assorted weapons, a homemade suppressor and paraphernalia was seized in the search.

The third search warrant was when an agent was called to assist during an adult probation and parole home compliance check where a parolee had violated their probation. A phone search by Adult Probation & Parole and the agent showed that the parolee was in communication with a resident in town and they were discussing buying/selling/trading controlled substances. A search warrant was applied for and granted for the residence. Marijuana, paraphernalia and prescription medications not belonging to the resident were seized.

A Task Force Agent was able to sign a Confidential Informant (CI) in San Juan County. The CI was quickly willing to work for the Task Force. The CI was utilized in investigating a person suspected of selling methamphetamine from his home in San Juan County. With help from the CI, the Task Force Agent was able to build a case and applied for a search warrant at the suspect's residence. The search warrant was approved and it was served soon after. The San Juan County Task Force and San Juan County Special Emergency Response Team served the warrant and multiple individuals were detained in the residence. Over three ounces of methamphetamine, over 400 grams of marijuana, marijuana seeds and multiple items of drug paraphernalia were seized. Two individuals were charged, some of which were possession of controlled substance, possession of controlled substance with intent to distribute and cultivation.

A Task Force Agent assisted the Utah Adult Probation and Parole during a home contact and during the visit, probable cause was developed for possession of a controlled substance. The Agent applied for a search for the residence, which was granted. The search warrant was served the same day, three individuals were detained. Over 12.5 grams of methamphetamine, over 3.5 grams of marijuana flower and multiple items of



drug paraphernalia was seized during the service of the search warrant. Three individuals were charged, the case is active.

An Agent conducted a traffic stop for speeding in Monticello. During the stop, he detected the odor of marijuana and a search was conducted on the vehicle. Over 10 pounds of marijuana was located and seized. The driver stated he was travelling from Nevada to Texas. SBI was contacted to assist in the case. An Agent conducted a traffic stop for changing lanes without signaling in Blanding. During the road side interview during the course of the stop, the Agent detected inconsistencies in answers from the driver and passenger. Based on his training and experience and totality of the circumstances, the Agent applied for and was granted a search warrant for the vehicle. 20 pounds of methamphetamine was seized during the search.

An agent assisted in a traffic stop in Blanding. A vehicle was stopped for speeding on Main Street and the Officer conducted his roadside investigation. Over six pounds of raw marijuana flower was seized in the traffic stop. Two individuals were charged in the case. An agent conducted a traffic stop in Blanding for speeding. The agent conducted his roadside investigation and interviews and developed probable cause to search the vehicle. Over two and a half pounds of raw marijuana flower, other THC products and paraphernalia was seized. One individual was charged with possession.

Our agents have investigated multiple types of alleged sex offenses. One of those cases involves agents who were able to find a juvenile female reported to be missing/run away from the Navajo Reservation. They located the juvenile female in Blanding. Agents located her with an adult male and the male was arrested and charged with multiple charges. The case is active and the investigation was done in cooperation with the Federal Bureau of Investigations (FBI).

We signed up two Confidential Informants this year and Task Force Agents conducted six drug/major crimes education and prevention presentations in our county.

### III. Task Force Personnel Structure

*It will be necessary for you to clearly detail the structure of your task force personnel. CCJJ requires that task force agents meet the status of one of the three following: 1) Full-time Task Force Agent, 2) Part-time Task Force Agent, 3) Reserve Agent.*

#### ***Task Force Personnel Status Defined:***

**1) Full-time Task Force Agents:** are personnel dedicated 100% to the task force project and may be paid salary from the grant or the home agency of the agent. Full-time agents will also be 100% reimbursed from the CCJJ task force grant for all approved training, equipment, supplies, travel/training and over-time expenses related to the project.

**2) Part-time Task Force Agents:** are personnel dedicated to the task force project part of the time and also to other non-task force duties for their home agencies. For an agent to be considered part-time they must work for the CCJJ grant funded task force project at least 10 hours per week (.25 FTE). These agents will, for the most part, be paid salary and benefits entirely from their home agency. In some cases the grant may pay for the portion of their time that is dedicated to the task force project. Part-time task force agents will be paid over-time in proportion from the grant and their home agency. CCJJ grants will not pay 100% OT for any part-time task force agent. It is allowable for part-time agents to be 100% reimbursed from the CCJJ task force grant for all approved equipment, supplies and travel/training expenses related to the project.

**3) Reserve Task Force Agents:** are personnel "on call" to the task force as needed by the Commander. Reserves will not be

paid from the grant or required to serve the project for any specified number of hours per week. They can be reimbursed for straight-time or overtime wages when called out. Like part-time agents, reserves will be paid O/T only in proportion from the grant and their home agency. Reserve agents will have access to task force equipment and supplies at the discretion of the Commander. No CCJJ task force grant funding can be used for equipment, supplies or travel/training expenses of Reserve Agents.

*In the table below please provide the names of all agents that will work for your task force during the year:*

**1) 1) Full-time Task Force Agent(s)** - Please list the Name, Rank and Home Agency of all full-time agents serving your task force project this year (Expand box as needed):

Jay Begay, San Juan County Sheriff's Office, is the Commander of the Task Force. He is also the Project Director and is one of two people assigned full time to the Task Force. The Lead Investigator in the Task Force is yet to be hired, the position was created and advertised on April 28, 2025. The Lead Investigator is the other person assigned full time to the Task Force.

**2) 2) Part-time Task Force Agent(s)** - Please list the Name, Rank and Home Agency of all part-time agents serving your task force project this year along with the weekly hours to be worked by each agent (**must be at least 10 hours (.25 FTE) per week**) (Expand box as needed):

San Juan County Sheriff's Office

1. Lieutenant Colby Turk – 10 hrs weekly
2. Sergeant Corey Workman – 10 hrs weekly
3. Deputy Payton Palmer – 10 hrs weekly
4. Deputy Kurt Dunn – 10 hrs weekly
5. Deputy Brayden Giddings – 10 hrs weekly
6. Deputy Lyandra Benn – 10 hrs weekly
7. Deputy Kavika Suesue – 10 hrs weekly

Blanding Police Department

1. Officer Trey McDonald
2. Officer Cole Palmer

**3) 3) Reserve Task Force Agent(s)** - Please list the Name, Rank and Home Agency of all reserve agents serving your task force project this year (Expand box as needed):

San Juan County Sheriff's Office

1. Lieutenant John Young
2. Deputy Jeremy Homedew
3. Deputy Palmer Turk
4. Deputy Alicia Gallegos

Utah Highway Patrol

1. Sergeant Scott Major
2. Trooper Brian Robinson
3. Trooper Bronz Eldredge
4. Trooper Ben Stearns
5. Trooper Dylan Halouska

Utah Adult Probation and Parole

1. Agent Al Whitehorse
2. Agent Herbert Todachinnie

Blanding City Police Department

1. Dylan Blake

## IV. Budget Tables & Narrative

*Complete the Budget Tables page by including cost and quantity of items to be purchased. Within each budget category, you must provide a brief narrative description of the items to be purchased and explain how they will benefit your grant project.*

**Personnel** - Briefly describe the Personnel costs you will pay for with State Task Force Grant funds. Include detail on salary and benefits to be paid to any one receiving salary, Straight-time, or O/T from this grant. Personnel charges must be based on the normal rate of pay by the individual's home agency.

Total Personnel Costs	\$8,500
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No Agents of the Task Force will receive a salary from the grant. The funds in this category will be used to pay straight time and overtime hours for the part time and reserve Task Force Agents, Lead Investigator and Commander working on Task Force cases/investigations. The overtime or straight time will be based on each agency's own criteria – the average rate is approximately \$30.00 per hour.

**Contract Services** - Briefly describe the Contract Services you will pay for with State Asset Forfeiture Grant funds. Any contractor you hire for services to this grant project must first be approved by your agency's purchasing department or Utah State Purchasing Department. Include contract numbers and/or copies of this contract.

Total Contract Costs	\$480
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A Task Force administrative assistant may be contracted for service at a straight time rate of 40 hours for \$15.00 an hour.

32 hours @ \$15.00 per hour = \$480.00

**Equipment, Supplies and Operating (ESO)** - Briefly describe the ESO costs you will pay for with State Asset Forfeiture Grant funds. Include item descriptions, unit costs and quantity of purchases. ESO purchases must follow the regular procurement policies of your agency or the State of Utah if your agency has no procurement policies.

Total ESO Costs	\$41,000
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(A) Office supplies/expenses:

Field test kits (NIK & DetectaChem), LexisNexis Risk Solutions Crime Analytics and mapping subscription, writing pads, printer ink/toner, pens, pencils, evidence bags/boxes, SD cards, recordable media discs, batteries for electronics/recorders, camera's, paper clips, staples, folders, envelopes, stamps/postage, packaging boxes/material, Callyo membership, glass cleaner, dust off, printed forms, copier paper, photo paper, Verizon Wireless bill, TransUnion TLOxp membership fees, cellular trail cameras data plans, USB cables, disposable handcuffs, evidence tape, packaging tape, antiseptic wipes, hand sanitizer, mesh hoods, ink pads, rubber/plastic gloves, fingerprinting and crime scene processing equipment, tint meters, paper towels, trash bags, renew GPS tracker yearly contracts.

----- Approximate Total \$10,500.00

- (B) We would like to continue to lease a command vehicle – Dodge Durango or something similar and maintenance. We would like to lease a Lead Investigator vehicle – Chevrolet Tahoe or something similar with lights/sirens/computer stand and maintenance.

----- Approximate Total \$25,000.00

- (C) We would like to continue to use it for maintenance for existing Task Force equipment (Two 4-wheelers, Polaris RZR, Camp Trailer, Truck, sedan, mini van, E-Bike, Drone) - New batteries, oil and other fluid changes, window film, tune ups and tuning, new tires, repair/replace lights, repair/replace engine and drivetrain components, replace/repaint damaged body parts.

----- Approximate Total \$3,000.00

- (D) We would like to purchase a MRCOOL DIY 5<sup>th</sup> Gen E Star 1 Zone 12000 BTU 23.5 SEER Ductless Mini Split Heat Pump to replace the old heating and cooling units in the Task Force Office. The current system is old and worn and I don't know when they were originally installed. I would like the Task Force office to be comfortable for all task force members when they come in for meetings, case follow up and report writing.

----- Approximate Total \$2,500.00

**Travel/Training** - Briefly describe the Travel/Training costs you will pay for with grant funding. Include your travel destination, travel purpose, cost of lodging, per diem, ground transport, airfare, etc. (FYI. Travel costs must follow state of Utah travel rates unless your agency's travel rates are more restrictive. See State of Utah Travel Rates (Now Using GSA Rates): [https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems\\_report&city=&fiscal\\_year=2025&state=UT&zip=](https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems_report&city=&fiscal_year=2025&state=UT&zip=)

<b>Total Travel/Training Costs</b>	<b>\$31,000</b>
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- (A) We would like to send 6 Task Force Agents to the 2025 Utah Narcotic Officers Association Conference in St George, Utah on August 12-14, 2025. The UNOA Conference provides specialized narcotics training, networking, information sharing, and cooperation between law enforcement agencies in Utah

Conference fee/ \$450.00 per person x 6 .....	\$2,700.00
Room rate/ \$100.00 per night x 3 nights x 6 rooms .....	\$1,800.00
Per Diem/ \$68 per day for 4 days x 6 .....	\$1,632.00

Approximate Total: \$6,132.00

- (B) We would like to send 2 Agents to the 2025 National Interdiction Conference in Charleston, South Carolina hosted by South Carolina Highway Patrol September 7-12, 2025. This conference is focusing to train and influence a pro-active "All Crimes" approach to criminal interdiction while also promoting and encouraging the networking of law enforcement officers nationwide. Topics include criminal interdiction of passenger and commercial motor vehicles, advanced vehicle concealments, roadside interview techniques, hotel/motel interdiction, human trafficking, recent case studies and analysis, utilization of canines, officer survival, case law and legal updates, bus and airport interdiction, and much more.

Conference fee/ \$475.00 per person x 2 .....	\$950.00
Room rate/ \$199.00 per night + tax x 5 nights x 2 rooms .....	\$2,200.00
Per Diem/ \$92 per day for 6 days x 2 .....	\$1,104.00
Round trip flights from Moab to Charleston x 2 .....	\$1,056.00

Approximate Total: \$5,310.00

- (C) We would like to send 2 agents to ACE Interdiction Cartel Traps in Buckeye, Arizona on August 18, 2025. In Cartel Traps, law enforcement officers receive the knowledge it takes to conduct a thorough and comprehensive vehicle search. They will go through every basic hide that all patrol cops need to know. This includes every natural void that criminals hide contraband in. They will also go through advanced deep concealment that all interdiction cops need to know. This includes quick access sophisticated electronic compartments, modified natural voids, deep concealment, and all other hidden compartments.

Registration fee/ \$279.00 per person x 2 .....	\$558.00
Room rate/ \$179.00 + taxes & fees x 2 rooms .....	\$358.00
Per Diem/ \$86.00 per day for 2 days x 2 .....	\$344.00

Approximate Total: \$1,260.00

- (D) We would like to send 2 agents to the Criminal Interdiction Workshop (Desert Snow) hosted by the Homeland Security Investigations Task Force in Park City, Utah July 15 – July 17, 2025. This workshop provides a comprehensive 3 day hands on criminal interdiction workshop where agents will learn how to conduct a legal and systematic traffic stop, recognize indicators of criminal activity, develop roadside conversational skills, spot deceptive behavior and how/when to ask for consent to search.

Conference fee/ \$699.00 x 2 .....	\$1,398.00
Room rate/ \$199.00 + tax per night for 3 nights x 2 .....	\$1,194.00
Per Diem/ \$92 a day for 4 days x 2 .....	\$736.00

Approximate Total: \$3,328.00

- (E) We would like to send 2 agents to the annual Motor Vehicle Criminal Interdiction Association Conference in San Antonio, Texas on August 25-28, 2025. This course provides the best criminal interdiction training, networking and information sharing conference 34 years running. Each student will receive the best criminal patrol training offered in one location anywhere in the country. It will also include nightly networking with some of the best criminal interdiction officers still actively patrolling the highways across the United States and Canada.



Registration fee/ \$450 x 2 .....	\$900.00
Room rate/ \$153 + tax per night for 5 nights x 2 .....	\$1,836.00
Per Diem/ \$137 a day for 6 days x 2 .....	\$1,644.00
Round trip flights from Durango to San Antonio/ \$397 x 2 .....	\$794.00

Approximate Total: \$5,174.00

- (F) There are annual Task Force Commander's Meetings. We would like these expenses to be covered by the grant. Occasionally the need arises to travel outside of San Juan County for follow up investigations for the purpose of interviewing witnesses and suspects, confidential Informant recruitment and follow up, evidence transportation, controlled deliveries, interviews and case follow ups.

Per Diem at average \$68.00 x 14 days .....	\$952.00
Hotel accommodations at average \$130 + tax x 14 nights .....	\$1,824.00
Includes fuel/mileage as needed and outlines by county policy	

Approximate Total: \$2,776.00

- (G) We would like to send two Task Force Agents to South Valley SWAT School to learn Basic Operator Tactics in September – October, 2025 in Sandy, Utah. This course covers basic operator fundamentals and principles such as dynamic and deliberate entry, breaching techniques, basic team movement principles and basic command and control.

Course fee/ \$750.00 x 2 .....	\$1,500.00
Food and Lodging is provided .....	

Approximate Total: \$1,500.00

- (H) We would like to send two Task Force Agents to the Public Agency Training Council's New Detective and Criminal Investigator in Las Vegas, NV on October 27 -31, 2025. This course is a comprehensive INTRODUCTORY LEVEL overview for the law enforcement officer who has the crucial task of conducting supplemental investigations of suspected criminal offenses. Topics include criminal investigation overview, identity theft, digital evidence, conducting successful interviews, conducting successful suspect interrogations, major case investigation study, 10 most common pitfalls, crime scene considerations, the sexually violent juvenile & their behaviors, injury & death overview and investigative strategies for sex crimes investigations.

Course Fee \$695.00 x 2 .....	\$1,390.00
Room rate \$89.00/night for 5 nights + taxes & fees x 2 .....	\$1,236.00
Per Diem \$86/day x 6 days x 2 .....	\$1,032.00

Approximate Total: \$ 3,658.00

- (l) We would like to send two Task Force Agents to the Public Agency Training Council's Understanding Behavior and Body Language training in Las Vegas, NV on October 27 -28, 2025. Participants will have a highly informational and interactive course learning how to apply human behaviors and the way the brain processes information to construct a more effective interview and interrogation format. Participants will gain additional tools to identify potential deception, frustration, re-call of information, confusion and many more scientific principles that will take their interviewing and interrogation techniques to the next level.

Course Fee \$425.00 x 2 .....\$850.00  
 Room rate \$89.00/night for 3 nights + taxes & fees x 2 ..... \$496.00  
 Per Diem \$86/day x 3 days x 2 ..... \$516.00

Approximate Total: \$ 1,862.00

<b>Confidential Informant/Undercover Officer Buy (CI/UC)</b> - Briefly describe the CI/UC costs you will pay for with State Asset Forfeiture Grant funds. CI/UC costs charged to the STFG grant are required to follow the guidelines of APPENDIX 2 in this application.	
Total CI Costs	\$1,020.00

1. For travel and transportation of non-federal officer or an informant: the lease of an apartment, business front, luxury-type automobiles, aircraft, boat, or similar effects to create or establish the appearance of affluence: and/or meals, beverages (non-alcoholic), entertainment and similar expenses for undercover purposes, within reasonable limits.
2. For the purchase of evidence and/or contraband such as narcotics and dangerous drugs or stolen property, required to determine the existence of a crime or to establish the identity of a participant in a crime.
3. For the payment of monies to an informant for specific information.

Total Grant	\$82,000
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## Appendix 1

### CERTIFIED ASSURANCES (Utah State Funded Grants)

1. The applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Utah Commission on Criminal and Juvenile Justice (CCJJ) shall prescribe shall be provided to assure fiscal control, proper management, and efficient disbursement of funds.
2. The applicant assures that it will comply with State of Utah travel rates and policies unless the grantees home agency rates are more restrictive. Furthermore, the applicant assures that it will have and comply with written policies regarding personnel, the purchasing of supplies and equipment, contractual agreements, etc. If the grantee is working through a fiduciary agent, the policies of the fiduciary agent become the applicable policies with regard to expending grant funds\*. If the applicant does not currently have written policies or a fiduciary agent the general policies adopted by the State of Utah - Department of Finance must be complied with in expending grant funds.

See State of Utah Travel Rates: [https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems\\_report&city=&fiscal\\_year=2025&state=UT&zip=](https://www.gsa.gov/travel/plan-book/per-diem-rates/per-diem-rates-results?action=perdiems_report&city=&fiscal_year=2025&state=UT&zip=)

*\*The only exception to this policy is **personnel expenditures** when the applicant agency is acting as a fiduciary in a single grant serving two or more independent agencies. According to the Fair Labor Standards Act, personnel costs including overtime must be paid according to each individual agency's personnel policies.*

3. The applicant certifies that the programs contained in its application meet all requirements, that all the information is correct, that there has been appropriate coordination with affected agencies and that the applicant will comply with all applicable Utah State laws, regulations, and guidelines.
4. The applicant assures that it will comply, and all its contractors will comply, with the nondiscrimination requirements of Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973 as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Americans with Disabilities Act of 1990; the Department of Justice Nondiscrimination Regulations 28 CFR Part 42, Subparts C, D, E, and G; and their implementing regulations, 41 CFR Part 60.1 et seq., as applicable to construction contracts.
5. The applicant assures that in the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex or disability against a recipient of funds the recipient will forward a copy of the findings to CCJJ.

### GRANT CONDITIONS (Utah State Funded Grants)

1. **Compensation and Method of Payment.** The Utah Commission on Criminal and Juvenile Justice (CCJJ) will advance or reimburse the grantee, depending on the amount of award, for approved program expenditures as outlined in the grantee's budget. Reimbursement checks will be issued on a monthly or quarterly basis as financial status reports are submitted and approved unless other payment arrangements have been agreed to by CCJJ.
2. **Reports.** The grantee shall submit such reports as CCJJ may reasonably require, including but not limited to quarterly financial and progress reports, and final financial and narrative reports. Quarterly financial and progress reports shall be received no later than 30 days (or as specified by CCJJ) after each quarter ends on March 31, June 30, September 30, and December 31. At such a point where grant funds have been accounted for in total, quarterly financial reports will no longer be required, however, narrative reports must continue to be submitted until the end of the grant period. ***Recipients (project director or proxy) of grant funding from CCJJ shall, at CCJJ's discretion, produce written and oral reports for the Utah Legislature or other entities on project progress and other information that pertains to the grant program.***
3. **Audit Reports.** Grantees who expend more than \$1,000,000 in State and/or Federal funds during a financial fiscal year must have annual examinations in the form of audits. These audits will be submitted to CCJJ with any Management Letters no



less than one month after completion of the audit. Local governments have 180 days after the end of their fiscal year to complete their audits while all other grantees have nine months to complete their audit. The audit must conform to OMB Circular A-133 and must contain a schedule of financial assistance. During the audit process, either the grantee or the auditor will send CCJJ a verification letter to confirm the amount of grant funds received.

**4. Utilization and Payment of Funds.** Funds awarded are to be expended ONLY for purposes and activities covered in the grantees approved budget. The grantee agrees to return all unexpended State funds provided hereunder to CCJJ within thirty (30) days of termination of the grant. Payments will be adjusted to correct previous overpayment or underpayment and disallowances resulting from audits.

**5. Expenses Not Allowable.** Project funds may not be expended for items not part of the approved budget or separately approved by CCJJ. Expenditure of funds in excess of ten percent (10%) of the amount budgeted per budget category will be permitted only with CCJJ's prior written approval. CCJJ will require a refund of grant monies for expenditures made without approval in the budget or by CCJJ. **State Grant Program Unallowable Costs include, but are not limited to:**

- Uses not specified in the agency's grant award application.
- Uses not approved or appropriated by the agency's legislative body.
- Uses, payments, or expenses that are not within the scope of the agency's functions.
- The purchase of alcoholic beverages or entertainment of any kind is not permitted with grant funds.
- The purchase of gifts or incentive awards of any kind.
- Food purchases in excess of Utah State per diem rates.
- Tips in excess of 20% on food purchases. Tips on any other grant related purchase other than food is not allowed.
- Late fees or other fines/penalties incurred by the grantee.
- Indirect costs

**6. Written Approval of Changes.** Grantees must obtain prior written approval from CCJJ for major program changes. These include (a) changes of substance in program activities, designs, or objectives; (b) changes in the project director or key professional personnel identified in the approved application; (c) changes in the approved project budget as specified in condition 4; (d) budget adjustments in excess of ten percent (10%) of the affected budget category.

**7. Termination of Aid.** If through any cause the grantee shall fail to substantially fulfill in a timely and proper manner all its obligations, terms, covenants, conditions, or stipulations of the grant agreement, CCJJ shall have the right to terminate the grant agreement or to suspend fund payments by giving written notice to the grantee of such action and specifying the effective date thereof, at least thirty (30) days before the effective date of such action.

**8. Inspection and Audit.** CCJJ, the Utah State Auditors Office, or any of their duly authorized representatives shall have access for purpose of audit and examinations to any books, documents, papers, and records of the grantee, and to relevant books and records of grantees and contractors.

**9. Maintenance of Records.** All financial and statistical records, supporting documents, and all other records pertinent to grants or contracts shall be retained for at least three years after completion of the project for purposes of State examinations and audits.

**10. Third Party Participation.** No contract or agreement may be entered into by the grantee for execution of project activities or provision of the services (other than purchase of supplies or standard commercial or maintenance services) which is not incorporated in the approved proposal or approved in advance by CCJJ. Any such arrangement shall provide that the grantee will retain ultimate control and responsibility for the grant project and that the grant project and that the grantee shall be bound by these grant conditions and any other requirements applicable to the grantee in the conduct of the project. CCJJ shall be provided with a copy of all such contracts and agreements entered into by grantees.

**11. Conflict of Interest.** The grantee covenants that if it is a not-for-profit entity none of its officers, agents, members, or persons owning a "substantial interest" in the entity, is presently, nor during the life of this contract shall be, officers or employees of CCJJ, provided that if such persons are or become officers or employees of CCJJ they must disqualify this

application and any future discussions concerning the entity making this application.

**12. Project Director.** There shall at all times during the life of the grant agreement be an individual appointed by the grantee as "Project Director". This individual will be responsible for program planning, operation and administration under the grant agreement.

**13. Polygraph Examination:** A subgrantee assures that it will not ask or require an adult, youth, or child victim of an alleged sex offense to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense. The subgrantee further assures that the refusal of a victim to submit to a polygraph or other truth telling examination shall not prevent the investigation, charging, or prosecution of an alleged sex offense.

**14. Program Income:** Multi-jurisdictional Drug and Crime Task Force grant projects funded through the Utah State Task Force Grant (STFG) program are not required to track or report Program Income (PI). Examples of Program Income include: Sale of Property, Royalties, Attorney's Fees and Costs, Registration/Tuition Fees, Asset Seizures and Forfeitures, Interest Earned on LLEBG and JABG Grant Funds, Membership Fees.

**15. Commitment of Service for Task Force Projects.** In order for STFG funds to be awarded, CCJJ will require a commitment of no less than four (4) consecutive years of service from any agency acting as the signing lead agency for a task force grant project. Where a signing lead agency has been in place for any consecutive years, those prior years will count toward the four-year requirement (example: an agency serving as the signing lead agency has only the two following years left in order to meet their four year requirement). After a task force's lead agency has been in place for four consecutive years, the task force governing board is free to assign a new signing lead agency if they desire. At that time, the four consecutive year requirement will start again for the new signing lead agency of the task force project. Any exception to this condition will require prior written approval for change (via Change Request Form) from CCJJ.

**16. STFG Task Force Formula.** STFG funded multi-jurisdictional drug and crime task forces will be funded based on a formula approved by the Executive Committee of CCJJ. The formula was modeled after the one developed by BJA to determine awards for the states and will be applied to each of Utah's 29 counties.

Utah's STFG task force formula is based 50% on the total county population and 50% on the rate of total county part-one crimes with a final condition of award based on the total county JAG direct award funding provided by BJA.

To become a multi-jurisdictional task force under the Utah STFG formula, it is necessary for two or more independent law enforcement agencies within each county to draft an interlocal agreement and establish a lead agency to administer the grant with CCJJ. It is not necessary for the county government (Sheriff's Office) to participate in the task force in order to receive Utah STFG funding (i.e. a task force in Davis County might consist of Layton City, Bountiful City and Centerville City without county participation). It is expected that most STFG task force projects will be comprised of the same agencies that are currently funded by the JAG grant program. If any changes are desired with the existing composition of your task force project, please contact your CCJJ - STFG Grant Program Manager for regulations on establishing a STFG drug and crime task force project.

**17. Loss of On-going Funding Status.** - Only multi-jurisdictional drug and crime task force projects will be eligible for on-going STFG grant funding. On-going status, however, is not guaranteed. The following conditions may result in the termination of funding for a STFG multi-jurisdictional drug and crime task force project:

- Failure of the task force to report CCJJ required STFG performance measures.
- Failure of the task force to report financial and narrative progress reporting in a timely and consistent manner.
- Failure of the task force to provide records of expenditures and adherence to STFG grant policies during monitoring site visits.
- Loss of STFG funding from the Federal government and Utah State Legislature.
- Each year that STFG grant funding is available to Utah; the Executive Committee of CCJJ will re-evaluate the value of continuing to fund multi-jurisdictional drug task forces in the coming year.

18. Administrative Assistants. Grant funding can be used to pay the salary and benefits of one .5 FTE or 1.0 FTE task force administrative assistant. 1) Task forces receiving a base annual grant award from CCJJ will be limited to a .5 FTE Administrative Assistant salary/benefits paid from grant funding. 2) Task forces receiving an annual grant award from CCJJ in excess of the base award can use grant funding to pay the salary/benefits of one 1.0 FTE task force Administrative Assistant. A task force administrative assistant paid from grant funding will be required to perform only task force related work functions and cannot be reassigned to other duties while being paid with grant funding.

- Grant paid task force administrative assistants basic responsibilities will include: maintaining accurate financial records of all expenses reimbursed by grant and/or program income (PI) funds; maintaining a copy of the approved grant and all subsequent grant change requests in order to assure that funds are being spent as approved by CCJJ; accounting for CI/UC expenditures using CCJJ CI/UC logs; assuring that all grant charges are in accordance with the accounting policies of the lead agency or in the case of Personnel in accordance with the personnel policies of the officers home agency; all administrative assistants will need to understand and make use of the CCJJ Grants Management System (GMS) in order to complete quarterly grant reports. If technical assistance or training is needed, contact a CCJJ Grant Monitor.

## APPENDIX 2

### PLEASE SIGN PAGE 2 AND RETURN WITH GRANT APPLICATION

#### **CONTROL AND USE OF CONFIDENTIAL INFORMANT FUNDS/UNDERCOVER OFFICER BUY**

The provisions in this Guideline apply to all GRANTOR AGENCY professional personnel and grantees involved in the administration of grants containing confidential funds.

#### DEFINITIONS FOR TYPES OF SPECIAL LAW ENFORCEMENT OPERATIONS

1. Purchase of Services (P/S). This category includes travel or transportation of non-federal officer or an informant; the lease of an apartment, business front, luxury-type automobiles, aircraft or boat or similar effects to create or establish the appearance of affluence; and/or meals, beverages, entertainment and similar expenses for under-cover purposes, within reasonable limits.
2. Purchase of Evidence (P/E). This category is for the purchase of evidence and/or contraband such as narcotics and dangerous drugs, firearms, stolen property, counterfeit tax stamps, etc., required to determine the existence of a crime or to establish the identity of a participant in a crime.
3. Purchase of Specific Information (P/I). This category includes the payment of monies to an informant for specific information. All other informant expenses would be classified under P/S and charged accordingly.
4. Undercover (UC) buys will be handled with the same care and same policies and procedures as Confidential Informant (CI) funds.

POLICY. Confidential funds are those monies allocated for purchase of services, purchase of evidence, and purchase of specific information. These funds should only be allocated:

1. When the particular merits of a program/investigation warrant the expenditure of these funds.
2. When requesting agencies are unable to obtain these funds from other sources.

Confidential funds are subject to prior approval. Such approval will be based on a finding that they are a reasonable and necessary element of project operations. In this regard the approving agency must also ensure that controls over disbursement of confidential funds are adequate to safeguard against the misuse of such funds.

1. The APPROVING AUTHORITY for the ALLOCATION of confidential funds is:

a. GRANTOR AGENCY for block/formula grantees.

2. The PRIOR APPROVAL AUTHORITY for the disbursement and expenditure of confidential funds will be at the next higher level as follows:

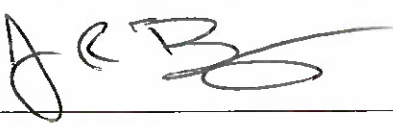
a. GRANTOR AGENCY for categorical grantees.

b. State Agencies for block/formula grantees.

c. Project Headquarters for member agencies for any individual payment in excess of \$2,000.

**A signed certification that the project director has read, understands, and agrees to abide by the provision of this Guideline is required from all projects that are involved with confidential funds from either Federal or matching funds. The signed certification must be approved at the time of grant application.**

This is to certify that I have read, understand, and agree to abide by all of the conditions for confidential funds as set forth in the effective edition of DOJ Grants Financial Guide.

	5/7/25
Signature of Task Force Commander	Date

**WRITTEN PROCEDURES.** Each Project Director and Regional Information Sharing Systems (RISS) member agency authorized to disburse confidential funds must develop and follow internal procedures which incorporate the elements listed below. If the Project Director and/or RISS member agency deviates from these elements, they must receive prior approval of the awarding agency.

- The funds authorized will be established in an imprest fund which is controlled by a bonded cashier.
- The supervisor of the unit to which the imprest fund is assigned must authorize all advances of funds for the purchase of information. In the authorization the supervisor must specify the information to be received, the amount of expenditures, and the assumed name of the informant.
- Informant files are confidential files of the true names, assumed names, and signatures of all informants to whom payments of confidential expenditures have been made. To the extent possible, pictures and/or fingerprints of the informant payee(s) should also be maintained. In the RISS Program, the informant files are to be maintained at the member agencies only. Project headquarters may maintain case files.
- The agent or officer authorized to make a confidential payment will provide the cashier with a receipt for cash advanced for such purposes. The informant payee must provide the agent or officer a receipt for cash paid to them. A sample informant payee receipt [PDF - 153 Kb] is provided as an example.

4. Cash Receipts.

- a. The cashier shall receive from the agent or officer authorized to make a confidential payment, receipt for cash advanced to him/her for such purposes.
- b. The agent or officer shall receive from the informant payee a receipt for cash paid to him/her.

Figure 2. SAMPLE RECEIPT OF INFORMANT PAYEE

RECEIPT

For and in consideration of the sale and delivery to the State, County, or City of \_\_\_\_\_ of information or evidence identified as follows:

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I hereby acknowledge receipt of \$(numerical and word amount entered by payee) paid to me by the State, County, or City of: \_\_\_\_\_

Date: \_\_\_\_\_ Payee: \_\_\_\_\_  
(Signature)

Case Agent/Officer: \_\_\_\_\_ Witness: \_\_\_\_\_

(Signature)

(Signature)

Case or Reference: \_\_\_\_\_ (Signature) \_\_\_\_\_

5. Review and Certification. The signed receipt from the informant payee with a memorandum detailing the information received shall be forwarded to the agent or officer in charge. The agent or officer in charge shall compare the signatures. He/she shall also evaluate the information received in relation to the expense incurred, and add his/her evaluation remarks to the report of the agent or officer who made the agent or officer in charge on the basis of the report and informant payee's receipt.

6. Reporting of Funds. Each project shall prepare a reconciliation report on the imprest fund on a quarterly basis. Information to be included in the reconciliation report will be the assumed name of the informant payee, the amount received, the nature of the information given, and to what extent this information contributed to the investigation. Grantees shall retain the reconciliation report in their files and available for review unless the state agency requests that the report be submitted to them on a quarterly basis.

7. Record and Audit Provisions. Each project and member agency must maintain specific records of each confidential fund transaction. At a minimum, these records must consist of all documentation concerning the request for funds, processing (to include the review and approval/disapproval), modifications, closure or impact material, and receipts and/or other documentation necessary to justify and track all expenditures. Refer to Documentation, Item 1, for a list of documents that should be in the informant files. In projects where grant funds are used for confidential expenditures, it will be understood that all of the above records, except the true name of the informant, are subject to the record and audit provisions of the GRANTOR AGENCY.

#### DOCUMENTATION.

##### 1. Informant File Security and Contents.

a. For each informant a separate file should be established for accounting purposes. Informant files should be kept in a separate and secure storage facility, segregated from any other files, and under the exclusive control of the office head or an employee designated by him. The facility should be locked at all times when unattended. Access to these files should be limited to those employees who have a necessary legitimate need. An informant file should not leave the immediate area except for review by a management official or the handling agent, and should be returned prior to the close of business hours. Sign-out logs should be kept indicating the date, informant number, time in and out, and the signature of the person reviewing the file.

b. Each file should contain the following documents:

- (1) Informant Payment Record, kept on top of the file. This record provides a summary of informant payments.
- (2) Informant Establishment Report, including complete identifying and locating data, plus any other documents connected with the informant's establishment.
- (3) Current photograph and fingerprint card (or FBI/State Criminal Identification Number).
- (4) Cooperating Individual Agreement.
- (5) Receipt for Purchase of Information.
- (6) Copies of all debriefing reports (except for the Headquarters case file).
- (7) Copies of case initiation reports bearing on the utilization of the informant (except for the Headquarters case file).
- (8) Copies of statements signed by the informant (unsigned copies will be placed in appropriate investigative files).
- (9) Any administrative correspondence pertaining to the informant, including documentation of any representations made on his behalf or any other nonmonetary considerations furnished.

(10) Any deactivation report or declaration of an unsatisfactory informant.

2. Receipt for Purchase of Information. An informant payee receipt shall identify the exact amount paid to and received by the informant payee on the date executed. Cumulative or anticipatory receipts are not permitted. Once the receipt has been completed no alteration is allowed. The agent shall prepare an informant payee receipt containing the following information:

- a. The jurisdiction initiating the payment.
- b. A description of the information/evidence received.
- c. The amount of payment, both in numerical and word form.
- d. The date on which the payment was made.
- e. The signature of the informant payee.
- f. The signature of the case agent or officer making payment.
- g. The signature of at least one other officer witnessing the payment.
- h. The signature of the first line supervisor authorizing and certifying the payment.

INFORMANT MANAGEMENT AND UTILIZATION. All persons who will be utilized as informants should be established as such. The specific procedures required in establishing a person as an informant may vary from jurisdiction to jurisdiction but, at a minimum, should include the following:

1. Assignment of an informant code name to protect the informant's identity.
2. An informant codebook controlled by the office head or his/her designee containing:
  - a. Informant's code name.
  - b. Type of informant (i.e., informant, defendant/informant, restricted-use/informant).
  - c. Informant's true name.
  - d. Name of establishing law enforcement officer.
  - e. Date the establishment is approved.
  - f. Date of deactivation.
3. Establish each informant file in accordance with Documentation, Item 1.
4. For each informant in an active status, the agent should review the informant file on a quarterly basis to assure it contains all relevant and current information. Where a MATERIAL fact that was earlier reported on the Establishment Report is no longer correct (e.g., a change in criminal status, means of locating him/her, etc.), a supplemental establishing report should be submitted with the correct entry.
5. All informants being established should be checked in all available criminal indices. If verified FBI number is available, request a copy of the criminal records from the FBI. Where a verified FBI number is not available, the informant should be fingerprinted with a copy sent to the FBI and appropriate state authorities for analysis. The informant may be utilized on a provisional basis while awaiting a response from the FBI.

#### PAYMENTS TO INFORMANTS.

1. Any person who is to receive payments charged against PE/PI funds should be established as an informant. This includes persons who may otherwise be categorized as sources of information or informants under the control of another agency. The amount of payment should be commensurate with the value of services and/or information provided and should be based on the following factors:

- a. The level of the targeted individual, organization or operation.
- b. The amount of the actual or potential seizure.
- c. The significance of the contribution made by the informant to the desired objectives.

2. There are various circumstances in which payments to informants may be made: assists in developing an investigation, either through supplying information or actively participating in it, he/she may be paid for his/her service either in a lump sum or in staggered

a. Payments for Information and/or Active Participation. When an informant payments. Payments for information leading to a seizure, with no defendants, should be held to a minimum.

b. Payment for Informant Protection. When an informant needs protection, law enforcement agencies may absorb the expenses of relocation. These expenses may include travel for the informant and his/her immediate family, movement and/or storage of household goods, and living expenses at the new location for a specific period of time (not to exceed 6 months). Payments for these expenses may be either lump sum or as they occur, and should not exceed the amounts authorized by law enforcement employees for these activities.

c. Payments to Informants of Another Agency. To use or pay another agency's informant, he/she should be established as an informant. These payments should not be a duplication of a payment from another agency; however, sharing a payment is acceptable.

3. Documentation of payments to informants is critical and should be accomplished on a receipt for purchase of information. Payment should be made and witnessed by two law enforcement officers and authorized payment amounts should be established and reviewed by at least the first line supervisory level. In unusual circumstances, a non-officer employee or an officer of another law enforcement agency may serve as witness. In all instances, the original signed receipt must be submitted to the project director for review and record keeping.

ACCOUNTING AND CONTROL PROCEDURES. Special accounting and control procedures should govern the use and handling of confidential expenditures, as described below:

1. It is important that expenditures that conceptually should be charged to PE/PI/PS are in fact so charged. It is only in this manner that these funds can be properly managed at all levels, and accurate forecasts of projected needs be made.
2. Each law enforcement entity should apportion its PE/PI/PS allowance throughout its jurisdiction and delegate authority to approve PE/PI/PS expenditures to those offices, as it deems appropriate.
3. Headquarters management should establish guidelines authorizing officers to spend up to a predetermined limit of their total allowance on any one buy or investigation.
4. In exercising his/her authority to approve these expenditures, the supervisor should consider: (1) the significance of the investigation; (2) the need for this expenditure to further that investigation; and (3) anticipated expenditures in other investigations. Funds for PE/PI/PS expenditures should be advanced to the officer for a specific purpose. If they are not expended for the purpose, they should be returned to the cashier. They should not be used for another purpose without first returning them and repeating the authorization and advance process based on the new purpose.



5. Distribution of funds for PE/PI/PS expenditures from the commander should be advanced to the officer on a suitable receipt form that lists the date of the transaction, description, officer's signature, and amount (copy of Commander's Log provided by CCJJ). Each officer expending funds to a confidential informant for PE/PI/PS will record all transactions on a Confidential Funds Log (copy provided by CCJJ) listing the date, description of transaction including information on quantities and types of drugs purchased, CI number, court case number, amount and whether the expenditure was for P/E, P/I or P/S. A receipt for purchase of information or a voucher for purchase of evidence would be completed to document funds used in the purchase of evidence or funds paid or advanced to an informant and placed in each CI file.

6. For security purposes there should be a 48-hour limit on the amount of time funds advanced for PE/PI/PS expenditure may be held outstanding. If it becomes apparent at any point within the 48-hour period that the expenditure will not materialize, then the funds should be returned to the advancing cashier as soon as possible. An extension to the 48-hour limit may be granted by the level of management that approved the advance. Factors to consider in granting such an extension are the amount of funds involved, the degree of security under which the funds are being held, how long an extension is required, and the significance of the expenditure. Such extensions should be limited to 48-hours. Beyond this, the funds should be returned and re-advanced, if necessary. Regardless of circumstances, within 48-hours of the advance, the fund cashier should be presented with either the unexpended funds, and executed voucher for payment for information, or purchase of evidence, or written notification by management that an extension has been granted.

6. Purchase of Services expenditures, when not endangering the safety of the officer or informant, need to be supported by canceled tickers, receipts lease agreements, etc. If not available, the office head, or the immediate subordinate, must certify that the expenditures were necessary and justify why supporting documents were not obtained.

## **CONFIDENTIAL INFORMANT FUNDS/UNDERCOVER OFFICER BUYS LOG**

For your convenience, this application kit contains CI/UC fund log sheets for you to use when tracking CI/UC charges to this grant. The first log sheet is for the use of task force officers and the second sheet is for use of the task force commanders. These sheets can be copied and used during the grant year. It is not necessary to send these log sheets to CCJJ with your application.

**DRUG TASK FORCE OFFICER - CONFIDENTIAL INFORMANT/UNDERCOVER BUY (CI/UC)**  
**FUNDS LOG**  
**(Task Force Officer's Log)**

Date	Description of Transaction If Drug Purchase: Quantity & Type	CI # (If Under Cover Buy indicate UC rather than CI#)	CASE #	Must Check One			Amount	Balance
				P/S	P/E	P/I		
	Qty:                      Type:							
	Qty:                      Type:							
	Qty:                      Type:							
	Qty:                      Type:							
	Qty:                      Type:							
	Qty:                      Type:							
	Qty:                      Type:							
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	Qty:                      Type:							
	Qty:                      Type:							
	Qty:                      Type:							
	Qty:                      Type:							

Officer: _____	Commander: _____
Date: _____	Date: _____

DRUG TASK FORCE - CONFIDENTIAL INFORMANT/UNDERCOVER BUY (CI/UC) FUNDS LOG

COMMANDER \_\_\_\_\_

**(Task Force Commander Log)**

[illegible]



## 2025 Elections Designated Polling Places

San Juan County, Utah designates the following voting precincts will vote at the following common polling locations during the 2025 Municipal Elections:

Polling Locations	Assigned Voting Precincts
Blanding Library 25 West 300 South Blanding Utah	1912B
	1913B
	1914B
	1922B
	1923B
	1925B
Bluff Community Center 190 North 3 <sup>rd</sup> East Bluff, Utah	1933BF
San Juan County Administration Building 117 South Main Monticello, Utah	1911M



## STAFF REPORT

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**MEETING DATE:** May 20, 2025

**ITEM TITLE, PRESENTER:** Elsie Dee Contract, Lyman W. Duncan, Clerk/Auditor

**RECOMMENDATION:** To Approve

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### SUMMARY

Election contract for Dine' language services – primarily for chapterhouse presentations

### HISTORY/PAST ACTION

Similar to 2024 contract

### FISCAL IMPACT

Budgeted for 2025

**Independent Contractor Agreement  
between  
San Juan County, Utah  
and  
Liaison – Elsie Dee**

**ARTICLE 1: PARTIES AND TERM OF CONTRACT**

1. This Agreement is entered into by and between the San Juan County, Utah (hereinafter "County") and Elsie Dee (hereinafter "Contractor"). This agreement will become effective on May 20, 2025, and will continue in effect until December 31, 2025, or of such time as the service for which Contractor was hired per this Agreement has been completed.

**2. ARTICLE 2: SERVICES TO BE PERFORMED BY CONTRACTOR**

3. Contractor agrees to act as an election liaison within San Juan County.
4. Contractor will receive assignments from the San Juan County Clerk and staff authorized to do so.
5. The Contractor will determine the method, detail, and means of performing the above-described services.
6. Contractor enters into this Agreement and will remain throughout the term of this Agreement as an independent contractor. Contractor is responsible for providing, at Contractor's expense, disability, unemployment, worker's compensation, and other insurance, training for Contractor.
7. Contractor is responsible for paying when due all income taxes, including estimated taxes, incurred because of the compensation paid by the County to Contractor for services under this Agreement. Contractor agrees to indemnify the County for any claims, costs, losses, fees, penalties, interest, or damage suffered by Contractor resulting from Contractor's failure to comply with this provision.

**8. ARTICLE 3: COMPENSATION**

9. As compensation for the language services rendered by the Contractor under this Agreement:
10. Upon the Contractor's completion of its duties under this section of this contract, San Juan County will pay the Contractor \$300 for Election Day coverage on August 8, 2025, and \$300 for Election Day, November 5, 2025. If additional hours are needed to complete the election day process, contractors shall be paid \$18 per hour.
11. Contractors will receive a payment of \$100 for attendance at each chapterhouse regular and planning meeting (see list at end of paragraph). Additional pay of \$40 for travel to Red Mesa, Aneth, Mexican Water, Tec Nos Pos and Dennehotso chapterhouse locations. Additional payment of \$60 for travel to Monument Valley (Oljeto Chapter) and Monticello.

12. If the Municipalities request the county to contract on their behalf for the Early Voting/Election Day - Dine' language services, Contractors will receive pay of \$100 for each four- hour early voting session at Bluff, Blanding, and Monticello for the four (4) weeks leading up to the election. Travel pay of \$40 for travel to Bluff, \$60 for travel to Monument Valley. The County shall pay the Contractor \$100 per day for early voting sites, \$300 for Primary & General Election Day language services.
13. Contractor shall not be required to devote full time, attention, and energy to the performance of Contractor's duties pursuant to this Agreement.

#### **ARTICLE 4: TRAVEL**

14. It is recognized and agreed that in connection with the services to be performed for the County, Contractor may be obligated to travel. Unauthorized travel will not be reimbursed, and the Contractor will be responsible for those expenses.

#### **ARTICLE 5: GENERAL PROVISIONS**

**Entire Agreement.** This Agreement supersedes any and all agreements, either oral or in writing, between the parties hereto with respect to the hiring of Contractor by the County and contains all the covenants and agreements between the parties with respect to that hiring in any manner whatsoever. Each party to this Agreement acknowledges that no representation, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding on either party, except that any other written agreement dated concurrent with or after this Agreement shall be valid as between the signing parties thereto.

**Modifications.** Any modification to this Agreement will be effective only if it is in writing and signed by the party to be charged.

**Separability Clause.** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

**Indemnity Clause.** Contractor agrees to indemnify, hold harmless, and release the County and all its employees, representatives, agents and volunteers for and against any and all loss, damage, injury, liability, suits and proceedings arising out of the performance of this Agreement by the negligence of its employees, representatives, agents and volunteers.

**Governing Law.** This Agreement shall be governed by the laws of the State of Utah.

In Witness Whereof, the parties hereto have caused this Independent Contractor Agreement to be executed this   6   day of May 6,

Contractor

San Juan County

*Elsie Dee*

---

Elsie Dee

---

Silvia Stubbs, Chairman  
San Juan County Commissioners

Attested by:

---

Lyman Duncan, County Clerk/Auditor



Independent Contractor Agreement between  
**San Juan County, Utah**  
**and**  
**Peggy Scott**

**ARTICLE 1: PARTIES AND TERM OF CONTRACT**

1.01. This Agreement is entered into by and between the San Juan County, Utah (hereinafter "County") and Peggy Scott (hereinafter "Contractor"). This agreement will become effective on May 20, 2025 and will continue in effect until such time as the service for which Contractor was hired per this Agreement has been completed or November 15, 2025.

**ARTICLE 2: SERVICES TO BE PERFORMED BY CONTRACTOR**

- 2.01. Contractor agrees to act as a translation advisor for the Navajo language/election liaison contractors within San Juan County.
- 2.02. Contractor will receive assignments from the San Juan County Clerk and staff authorized to do so.
- 2.03. Contractor will determine the method, detail, and means of performing the above-described services.
- 2.04. Contractor enters into this Agreement and will remain throughout the term of this Agreement as an independent contractor. Contractor is responsible for providing, at Contractor's expense, disability, unemployment, worker's compensation, and other insurance, training for Contractor.
- 2.05. Contractor is responsible for paying, when due all income taxes, including estimated taxes, incurred as a result of the compensation paid by the County to Contractor for services under this Agreement. Contractor agrees to indemnify the County for any claims, costs, losses, fees, penalties, interest, or damages suffered by Contractor resulting from Contractor's failure to comply with this provision.

**ARTICLE 3: COMPENSATION**

- 1. As compensation for the services rendered by the Contractor under this Agreement, the County shall pay Contractor the rate of \$100 (One Hundred Dollars and No/100) per hour until the completion of the services as per this Agreement.
- 2. Contractor shall be required to devote full time, attention, and energy to the performance of Contractor's duties pursuant to this Agreement.

#### **ARTICLE 4: TRAVEL**

- 4.01. It is recognized and agreed that in connection with the services to be performed for the County, Contractor may be obligated to expend money for travel or other business-related expenses. These include mileage at 0.65.5 cents per mile, reasonable lodging, and meals at the County per diem rate, breakfast-\$13, lunch-\$15, & dinner-\$26. These expenses are reimbursed as needed and approved by County Clerk/Auditor.

#### **ARTICLE 5: GENERAL PROVISIONS**

1. Entire Agreement. This Agreement supersedes any and all agreements, either oral or in writing, between the parties hereto with respect to the hiring of Contractor by the County and contains all the covenants and agreements between the parties with respect to that hiring in any manner whatsoever. Each party to this Agreement acknowledges that no representation, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding on either party, except that any other written agreement dated concurrent with or after this Agreement shall be valid as between the signing parties thereto.
  2. Modifications. Any modification to this Agreement will be effective only if it is in writing and signed by the party to be charged.
  3. Separability Clause. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.
  4. Indemnity Clause. Contractor agrees to indemnify, hold harmless, and release the County and all its employees, representatives, agents and volunteers for and against any and all loss, damage, injury, liability, suits and proceedings arising out of the performance of this Agreement by the negligence of its employees, representatives, agents and volunteers.
- 3.02. Governing Law. This Agreement shall be governed by the laws of the State of Utah.

between the parties hereto with respect to the hiring of Contractor by the County and contains all the covenants and agreements between the parties with respect to that hiring in any manner whatsoever. Each party to this Agreement acknowledges that no representation, inducements, promises, or agreements, orally or otherwise, have been made by any party, or anyone acting on behalf of any party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding on either party, except that any other written agreement dated concurrent with or after this Agreement shall be valid as between the signing parties thereto.

2. Modifications. Any modification to this Agreement will be effective only if it is in writing and signed by the party to be charged.

3. Separability Clause. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

4. Indemnity Clause. Contractor agrees to indemnify, hold harmless, and release the County and all its employees, representatives, agents and volunteers for and against any and all loss, damage, injury, liability, suits and proceedings arising out of the performance of this Agreement by the negligence of its employees, representatives, agents and volunteers.

3.02. Governing Law. This Agreement shall be governed by the laws of the State of Utah.

In Witness Whereof, the parties hereto have caused this Independent Contractor Agreement to be executed this \_\_\_\_ day of May 2025.

*Peggy Scott*

Contractor  
County

San Juan

Silvia Stubbs, Commission  
Chair

Attested by:

Lyman W. Duncan, County Clerk/Auditor

In Witness Whereof, the parties hereto have caused this Independent Contractor Agreement to be executed this 30 day of May 2025.

Contractor

San Juan County

Silvia Stubbs, Commission Chair

Attested by:

Lyman W. Duncan, County Clerk/Auditor



# Cooperative Wildfire System

— Spring 2025 Newsletter —

*The Cooperative Wildfire System (“CWS”) is a partnership between the state of Utah’s Division of Forestry, Fire and State Lands (“FFSL”) and local governments responsible for wildfire suppression. CWS “is based on the simple principle of risk reduction wherein the state will pay the costs of large and extended attack wildland fire (“catastrophic fires”) in exchange for local government providing initial attack and implementing prevention, preparedness and mitigation actions that are proven to reduce the risk and costs of wildland fire in the long run.”*



## New Cooperative Agreement

It's almost here!

The 2025 Cooperative Agreement is in its final draft and will be released soon. Reminder that all CWS participating entities who signed the 2023 extension agreement are still covered for their delegated wildfire costs until the new agreement is released.

## Who can have an agreement?

Primarily counties and municipalities, as they have legal responsibility for wildfire suppression in Utah State Code. Special service districts that have been delegated taxing authority and wildfire suppression responsibility may also participate. Note that these districts must agree that the county(s) and/or municipality(s) they cover are fulfilling the terms of the agreement (such as having a county fire warden).

## What's in the agreement?

The Cooperative Agreement says the state of Utah will manage and pay for catastrophic wildfires on behalf of participating entities that perform initial attack on wildfires and take action to reduce their wildfire risk.

Specifically, the Participating Entity agrees to:

- Implement a Community Wildfire Preparedness Plan
- Annually complete and sign their Participation Commitment Statement
- Fulfill their Participation Commitment
- Report to FFSL on wildfire mitigation, prevention and preparedness actions taken
- Adopt and enforce the WUI code (applies to municipalities January 1, 2026)
- Ensure firefighters are trained to FFSL standards
- Ensure equipment meets NWCG standards
- Initiate cost recovery legal action on human-caused wildfires
- Have a County Fire Warden (for counties and fire districts that cover a county)



***Participating Entities that are NOT taking serious efforts to comply with the above***

***will NOT be able to sign the new agreement.*** The top priorities are to:

- 1) complete the 2024 Participation Commitment reporting,
- 2) complete and sign the 2025 Participation Commitment Statement, and
- 3) develop an active Community Wildfire Preparedness Plan.





## Tips for Meeting Participation Commitment

### IN-KIND WORK

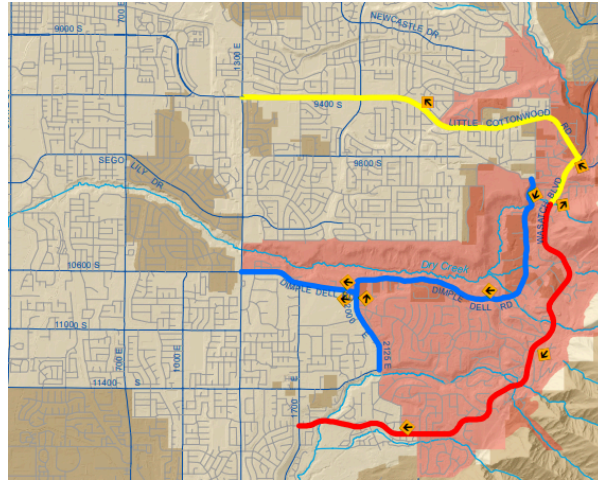
Lean into the community! Many landowners and volunteer groups are doing great work to reduce hazardous fuels.

### DIRECT EXPENDITURES

Now may be a great time to invest in new wildland fire engines, PPE, firefighter training, and mitigation equipment.

### DIRECT PAYMENT

A recent bill allows participating entities to write a check to FFSL for all or part of their Participation Commitment. This may be especially helpful to make up the difference in seasons where the work falls a bit short.



## Impacts of HB 48

Among the many provisions of this new law, House Bill 48 impacts property owners within the high risk Wildland Urban Interface, insurance companies, counties and municipalities. See the full text of the bill here: [H.B. 48 Wildland Urban Interface Modifications](#)

There are three tie-ins to the CWS program:

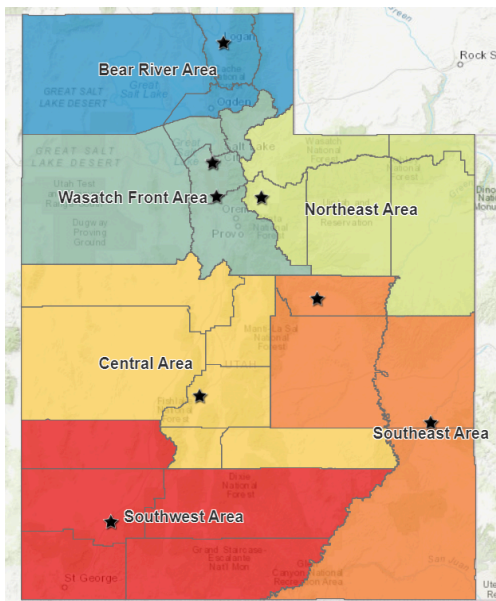
1. Counties with high risk WUI are now required to participate in CWS
2. Municipalities are required to map their WUI boundary and adopt the most recent Utah WUI Code (currently the 2006 version)
3. Lot Assessments performed by a Participating Entity may count toward their Participation Commitment

## Excerpt from the CWS Manual

### CROSS-BOUNDARY PROJECTS

*“Wildland fire knows no boundaries”, a common phrase in the industry, also applies to wildfire risk reduction activities. Cooperation between neighboring municipalities and counties may result in work crews paid for by one entity performing mitigation work in their neighbor’s jurisdiction. Those actions can count toward Participation Commitment if the reporting PE: 1) paid for the work (or administered it with volunteer labor), and 2) the work reduces the wildfire risk to the reporting PE.*

## Contact Us!



For questions on the Cooperative Wildfire System, please reach out to the CWS Manager or our Area Offices:

#### CWS Manager:

Joseph Anderson 385-786-5588

#### Bear River Area:

Tracy Swenson 385-245-4607

#### Central Area:

Thomas Peterson 435-668-2068

#### Northeast Area:

Mike Eriksson 435-671-9170

#### Southeast Area:

Matt McEttrick 435-259-3766

#### Southwest Area:

Danon Hulet 435-586-4408

#### Wasatch Front Area:

Justin Roach 385-239-3270



# SOUTHEAST UTAH FIRE RESTRICTION DECISION MATRIX

Item 11.

Date: 5/6/2025

Generally, four of the criteria should be met before considering Fire Restrictions.		High North	High South	Low Elevation
FUELS	ERC is at the 90th percentile and no significant change is forecasted.	No	No	No
	1000-hour fuel moisture is 8% or less.	No	No	No
	Live fuel moisture averages are at or approaching critical fire behavior thresholds (Sagebrush and Oak <100%, Fir <90%)	No	No	No
DROUGHT	Drought in place.	Yes	Yes	Yes
WEATHER/ FIRE POTENTIAL	Adverse fire weather is predicted to continue in the 8-14 day outlook.	No	No	No
	Monthly GBCC fire potential.	No	No	No
FIRES	Area is receiving a higher than normal occurrence of human-caused fires.	No	No	No
	Large fire activity.	No	No	No
PREPARED NESS	MIFC Preparedness Level of 4 or 5.	No	No	No

## Determining Factors

### Recommendations

Recommended Action	Manti-La Sal NF	Desert Rivers BLM	NPS	State
The unit should proceed with public use restrictions.				
The unit should not proceed at this time. Continue to evaluate.	x	x		
The unit should downgrade fire restrictions.				
Recommended Stage Selection	Manti-La Sal NF	Desert Rivers BLM	NPS	State
<b>No Restrictions</b>	x	x		
<b>Stage 1 Fire Restrictions</b>				
<b>Stage 2 Fire Restrictions</b>				
<b>Stage 3 Fire Closure</b>				
<b>Other</b>				

**Recommendation Rationale:** There is a severe drought in place across the whole zone. Although there were multiple lightning starts this weekend, none of them grew past a single tree. ERCs and 1000 hrs below average or at historical lows.

### Final Recommendation:

NPS and State not present – final recommendation is no restrictions, monitor and meet weekly.



## STAFF REPORT

---

**MEETING DATE:** May 20, 2025

**ITEM TITLE, PRESENTER:** Presentation for Building Safety Month, Corey Coleman, Building Official

**RECOMMENDATION:** Informational Item Only

---

### SUMMARY

Corey Coleman, the San Juan County Building Official, will be giving a brief presentation for Building Safety Month. The annual nationwide campaign is sponsored through the International Code Council to bring awareness to the importance of building safety and the role of building codes in protecting public health and safety. The ICC, government entities and the construction industry collectively create educational information on hazards like fire, flood and disaster.



Item 12.

# BUILDING SAFETY MONTH 2025





# Corey Coleman

Item 12.

## Master Code Professional - Certified Building Official - 25 ICC certifications -



"The Master Code Professional certification is the pinnacle of all ICC certifications, representing a level of effort, knowledge, and dedication that elevates not only the individual achieving it but the code official profession as a whole," said Code Council Chief Executive Officer Dominic Sims, CBO."



## Week 1

The Warm Up



## Week 2

Build Your Offense



## Week 3

Build Your Defense



## Week 4

The Starting Lineup



## Week 5

Going Into Overtime

***Get in the game and celebrate building safety!***

[www.buildingsafetymonth.org](http://www.buildingsafetymonth.org)



#BuildingSafety365    

International Code Council family of solutions



The Code of Hammurabi  
is a well-preserved  
Babylonian code of law of  
ancient Mesopotamia,  
dating back to about  
1754 BC



Item 12.



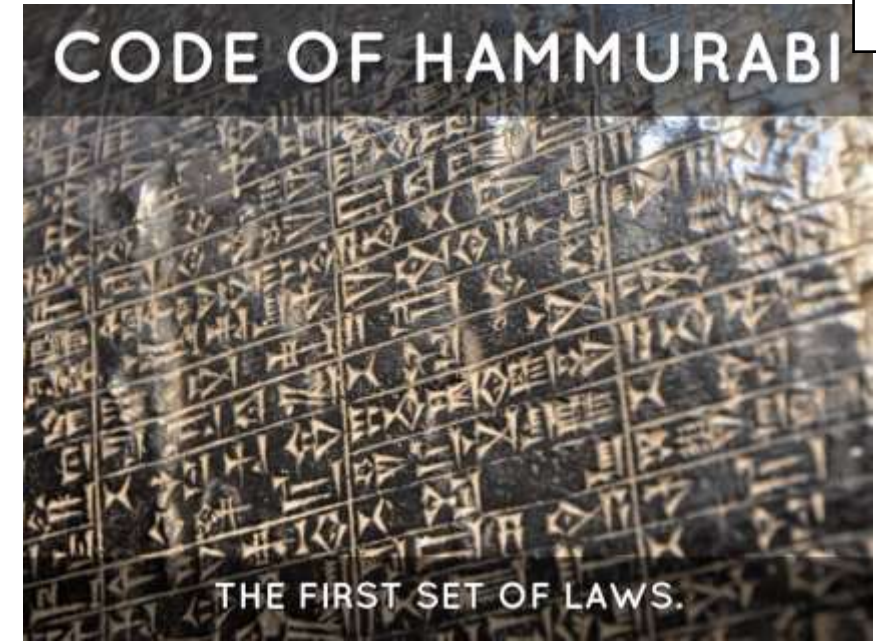
**229** *If a builder builds a house for someone, and does not construct it properly, and the house which he built falls in and kills its owner, then that builder shall be put to death.*

**230** *If it kills the son of the owner, the son of that builder shall be put to death.*

**231** *If it kills a slave of the owner, then he shall pay, slave for slave, to the owner of the house.*

**232** *If it ruins goods, he shall make compensation for all that has been ruined, and inasmuch as he did not construct properly this house which he built and it fell, he shall re-erect the house from his own means.*

**233** *If a builder builds a house for someone, even though he has not yet completed it; if then the walls seem toppling, the builder must make the walls solid from his own means.*



# Code Development

- Proposal to Change code made by anyone
- Heard by a consensus committee
- Appeals by ICC voting membership
- Done in 3 year code edition cycle



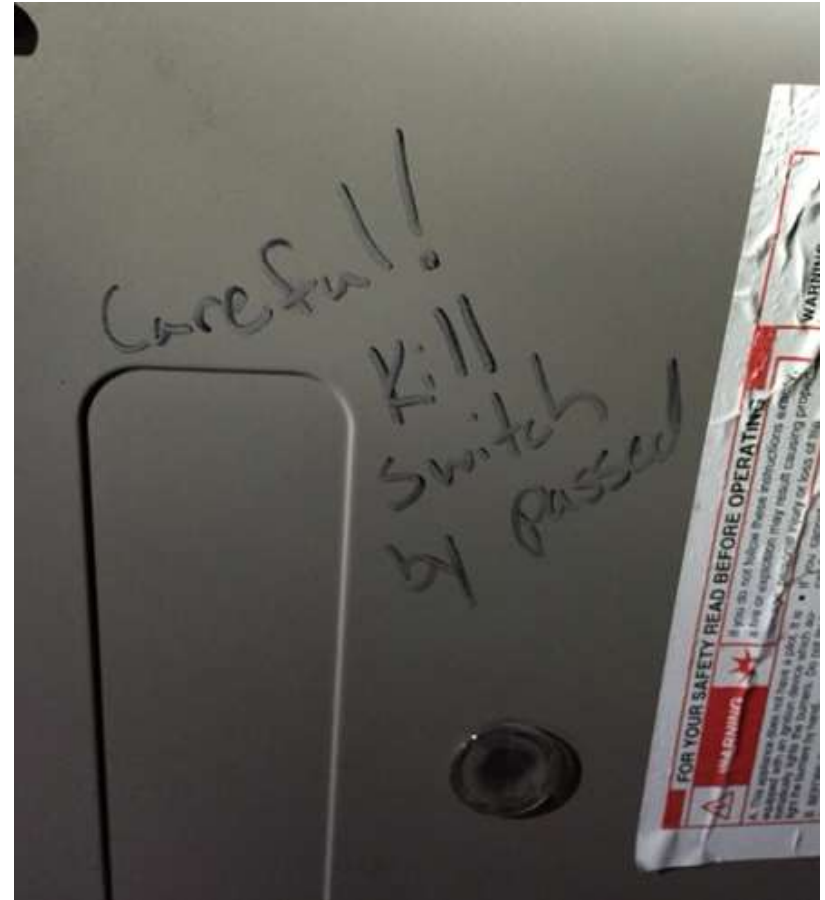


# Wide Industry Involvement

- Code officials
- Design professionals
- Trade associations
- Builders/contractor
- Manufacture/suppliers
- Government agencies
- Advocacy groups
- Utilities
- Anyone else!!



Item 12.







### **Week 3: Build Your Defense (May 11–17)**

Stay prepared for natural hazards such as severe weather, wildfires, earthquakes and more with our disaster toolkits.



### **Week 4: The Starting Lineup (May 18–24)**

Meet building safety professionals and learn about rewarding careers in building safety.



### **Week 5: Going Into Overtime (May 25–31)**

See what's next for the building safety industry, including global trends, artificial intelligence and more.

***Get in the game and celebrate building safety!***



**Building Safety Month — May, 2025**

# How Smoke Alarms Work vs. Human Senses

## Our Senses

- **Smell:** Often fail to detect smoke while sleeping
- **Sight:** Can't see smoke in dark or dense environments
- **Touch (Feel):** Only detects danger when it's too late (heat/fire)
- **Taste:** Not useful for detecting fire or smoke
- **Hearing:** May not wake us without loud, continuous noise

## Smoke Alarms

- **Always On:** Constantly monitoring, even when you're asleep
- **Early Detection:** Senses smoke or heat before danger escalates
- **Loud Alarm:** 85+ decibels to alert everyone quickly
- **Quick Response:** Gives critical minutes to escape safely



Your senses alone are not enough.

**Smoke alarms save lives — make sure yours work!**

# The Importance of Hardwired CO Detectors with Battery Backup

Item 12.

Carbon monoxide detectors are essential life-saving devices that provide early warning of a deadly, invisible gas, helping prevent tragedies in homes and public buildings.

## Real-Life Incidents Highlighting the Need for CO Detectors

1. **Aspen, Colorado (2008):** A family of four tragically died from carbon monoxide poisoning in their vacation home due to a faulty heating system. The residence lacked CO detectors, which could have alerted them to the danger.  
[NCOAA+2GreenBuildingAdvisor+2Vail Daily+2](#)
2. **Montezuma Creek Elementary School, Utah (2013):** A carbon monoxide leak from a malfunctioning water heater led to the hospitalization of 25 students and staff members. The school did not have CO detectors installed at the time of the incident.







Building codes are the first line of defense in protecting our communities, providing essential safeguards for life safety, fire prevention, emergency response, and structural integrity. They govern critical features such as stair treads, handrails, lighting, and egress—ensuring that buildings are safe, accessible, and resilient for everyone.





# *Proclamation*

## **Building Safety Month — May 2025**

Whereas our (City, Town, County, State) is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

Whereas our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes and standards to protect us in the buildings where we live, learn, work and play, and;

Whereas these modern building codes and standards include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

Whereas Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

Whereas “Game On!,” the theme for Building Safety Month 2025, encourages us all to get involved and raise awareness about building safety on a personal, local and global scale, and;

Whereas each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local, state, tribal, territorial, and federal building safety and fire prevention departments, in protecting lives and property.

NOW, THEREFORE, I, Commissioner of San Juan County, Utah, do hereby proclaim the month of May 2025 as Building Safety Month. Accordingly, I encourage our citizens to join us as we participate in Building Safety Month activities.

---

Signature

**FORM D**  
**LOCAL AUTHORITY APPROVAL OF AREA PLAN**

**IN WITNESS WHEREOF:**

The Local Authority approves and submits the attached Area Plan for State Fiscal Year 2024-FY26 in accordance with Utah Code Title 17 Chapter 43.

The Local Authority represents that it has been authorized to approve the attached Area Plan, as evidenced by the attached Resolution or other written verification of the Local Authority's action in this matter.

The Local Authority acknowledges that if this Area Plan is approved by the Utah Department of Human Services Division of Substance Abuse and Mental Health (DHS/DSAMH) pursuant to the terms of Contract # A04834, the terms and conditions of the Area Plan as approved shall be incorporated into the above-identified contract by reference.

**LOCAL AUTHORITY: San Juan**

**By:** \_\_\_\_\_  
(Signature of authorized Local Authority Official, as provided in Utah Code Annotated)

***PLEASE PRINT:***

**Name:** \_\_\_\_\_

**Title:**

**Date:** \_\_\_\_\_



## FY26 Substance Abuse Prevention Area Plan &amp; Budget

Local Authority: San Juan County

Form C

	State Funds		County Funds		Federal Medicaid	SAPT Prevention Revenue	Partnerships for Success PFS Grant	Other OSUMH State & Federal Revenues (TANF, Discretionary Grants, etc)	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Non-OSUMH Revenue (gifts, donations, reserves etc)	TOTAL FY2026 Revenue	
	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match									
FY2026 Substance Abuse Prevention Revenue	\$155,000					\$118,540	\$22,750	\$0				\$296,290	\$296,290
													\$0

	State Funds		County Funds		Federal Medicaid	SAPT Prevention Revenue	Partnerships for Success PFS Grant	Other OSUMH State & Federal Expenditures (TANF, Discretionary Grants, etc)	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Non-OSUMH Expenditures (gifts, donations, reserves etc)	Projected number of clients served	TOTAL FY2026 Expenditures	TOTAL FY2026 Evidence-based Program Expenditures
	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match										
FY2026 Substance Abuse Prevention Expenditures Budget														
Universal Direct	\$26,350					20152	\$3,868						\$50,370	\$45,332
Universal Indirect	\$127,100					\$97,203	\$18,654						\$242,957	\$218,662
Selective Services	\$1,550					\$1,185	\$228						\$2,963	\$2,667
Indicated Services													\$0	
Unspecified														
FY2026 Substance Abuse Prevention Expenditures Budget	\$155,000	\$0	\$0	\$0	\$0	\$118,540	\$22,750	\$0	\$0	\$0	\$0	\$0	\$296,290	\$266,661

SAPT FY2026 Prevention Set Aside	Information Dissemination	Education	Alternatives	Problem Identification & Referral	Community Based Process	Environmental	Total
Primary Prevention Expenditures	\$35,562	\$35,562			\$47,416		\$118,540

Cost Breakdown	Salary	Fringe Benefits	Travel	Equipment	Contracted	Other	Indirect	Total FY2026 Expenditures
Total by Expense Category	118516	59258	14815			103701		\$296,290

FY26 Mental Health Area Plan &amp; Budget

Local Authority: San Juan County

Form A

	State General Fund		County Funds										
	State General Fund	State General Fund used for Medicaid Match	NOT used for Medicaid Match	Used for Medicaid Match	Net Medicaid	Mental Health Block Grant (Formula)	10% Set Aside Federal - Early Intervention	Other OSUMH State/Federal Revenues	Third Party Collections	Client Collections (eg, co-pays, private pay, fees)	Other Non-OSUMH Revenue	TOTAL FY2026 Revenue	
FY2026 Mental Health Revenue													
JRI/JRC	\$0					\$0						\$0	
Local Treatment Services	\$605,404	\$332,781		\$73,010	\$1,204,000	\$39,141		\$21,787	\$191,000	\$43,000	\$17,000	\$2,527,123	
FY2026 Mental Health Revenue by Source	\$605,404	\$332,781	\$0	\$73,010	\$1,204,000	\$39,141	\$0	\$21,787	\$191,000	\$43,000	\$17,000	\$2,527,123	\$999,113 - \$1,528,010
	\$938,185					\$39,141							

	State General Fund		County Funds											
	State General Fund	State General Fund used for Medicaid Match	NOT used for Medicaid Match	Used for Medicaid Match	Net Medicaid	Mental Health Block Grant (Formula)	10% Set Aside Federal - Early Intervention	Other OSUMH State/Federal Expenditures	Third Party Collections	Client Collections (eg, co-pays, private pay, fees)	Other Non-OSUMH Expenditures	TOTAL FY2026 Expenditures Budget	Total Clients Served	TOTAL FY2026 Cost/Client Served
FY2026 Mental Health Expenditures Budget														
Inpatient Services (170)					\$150,000							\$150,000	18	\$8,333.33
Residential Care (171 & 173)												\$0		#DIV/0!
Outpatient Care (22-24 and 30-50)	\$24,133	\$225,759		\$49,530	\$708,251	\$35,261			\$175,480	\$39,506		\$1,257,920	450	\$2,795.38
24-Hour Crisis Care (outpatient based service with emergency_ind = yes)	\$573,246	\$1,029		\$226	\$3,229	\$921			\$800	\$180		\$579,631	180	\$3,220.17
Psychotropic Medication Management (61 & 62)	\$2,025	\$18,937		\$4,155	\$59,409	\$2,959			\$14,720	\$3,314		\$105,519	250	\$422.08
Psychoeducation Services (Vocational 80)														
Psychosocial Rehabilitation (Skills Dev. 100)		\$77,724		\$17,052	\$243,837							\$338,613	45	\$7,524.73
Case Management (120 & 130)		\$8,350		\$1,832	\$26,195							\$36,377	25	\$1,455.08
Community Supports, including - Housing (174) (Adult)														
- Respite services (150) (Child/Youth)		\$41		\$9	\$5,128						\$12,000	\$17,178	10	\$1,717.80
Peer Support Services (140): - Adult Peer Specialist														
- Family Support Services (FRF Database)		\$941		\$206	\$7,951							\$9,098	15	\$606.53
Consultation and education services, including case consultation, collaboration with other county service agencies, public education and public information								\$21,787				\$21,787		
Services to persons incarcerated in a county jail or other county correctional facility											\$5,000	\$5,000	10	\$500.00
Adult Outplacement (USH Liaison)	\$6,000											\$6,000	2	\$3,000.00
Other Non-mandated MH Services												\$0		#DIV/0!
FY2026 Mental Health Expenditures Budget	\$605,404	\$332,781	\$0	\$73,010	\$1,204,000	\$39,141	\$0	\$21,787	\$191,000	\$43,000	\$17,000	\$2,527,123	1,005	\$2,493
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		

	State General Fund		County Funds											
	State General Fund	State General Fund used for Medicaid Match	NOT used for Medicaid Match	Used for Medicaid Match	Net Medicaid	Mental Health Block Grant (Formula)	10% Set Aside Federal - Early Intervention	Other OSUMH State/Federal Expenditures	Third Party Collections	Client Collections (eg, co-pays, private pay, fees)	Other Non-OSUMH Expenditures	TOTAL FY2026 Expenditures Budget	Total FY2026 Unique Clients Served	TOTAL FY2026 Cost/Client Served
FY2026 Mental Health Expenditures Budget														
ADULT	\$450,051	\$251,365		\$55,148	\$870,224	\$26,206		\$10,893	\$127,952	\$28,806	\$17,000	\$1,837,645	500	\$3,675.29
YOUTH/CHILDREN	\$155,353	\$81,416		\$17,862	\$333,776	\$12,935		\$10,894	\$63,048	\$14,194		\$689,478	200	\$3,447.39
Total FY2026 Mental Health Expenditures	\$605,404	\$332,781	\$0	\$73,010	\$1,204,000	\$39,141	\$0	\$21,787	\$191,000	\$43,000	\$17,000	\$2,527,123	700	\$3,610.18



## FY25 Proposed Cost &amp; Clients Served by Population

Local Authority: San Juan County

Form A1

Budget and Clients Served Data to Accompany Area Plan Narrative

MH Budgets	Clients Served	FY2026 Expected Cost/Client Served
<b>Inpatient Services Budget</b>		
\$90,000 ADULT	11	8182
\$60,000 CHILD/YOUTH	7	8571
\$150,000	18	
<b>Residential Care Budget</b>		
ADULT		#DIV/0!
CHILD/YOUTH		#DIV/0!
\$0	0	
<b>Outpatient Care Budget</b>		
\$830,914 ADULT	300	2770
\$427,006 CHILD/YOUTH	150	2847
\$1,257,920	450	
<b>24-Hour Crisis Care Budget</b>		
\$430,321 ADULT	120	3586
\$149,311 CHILD/YOUTH	60	2489
\$579,632	180	
<b>Psychotropic Medication Management Budget</b>		
\$82,932 ADULT	200	415
\$22,587 CHILD/YOUTH	50	452
\$105,519	250	
<b>Psychoeducation and Psychosocial Rehabilitation Budget</b>		
\$325,613 ADULT	35	9303
\$13,000 CHILD/YOUTH	10	1300
\$338,613	45	
<b>Case Management Budget</b>		
\$35,530 ADULT	20	1777
\$847 CHILD/YOUTH	5	169
\$36,377	25	
<b>Community Supports Budget (including Respite)</b>		
\$12,000 ADULT (Housing)	5	2400
\$5,178 CHILD/YOUTH (Respite)	5	1036
\$17,178	10	
<b>Peer Support Services Budget</b>		
\$8,441 ADULT	10	844
\$657 CHILD/YOUTH (includes FRF)	5	131
\$9,098	15	
<b>Consultation &amp; Education Services Budget</b>		
\$10,893 ADULT		
\$10,894 CHILD/YOUTH		
\$21,787		
<b>Services to Incarcerated Persons Budget</b>		
\$5,000 ADULT Jail Services	10	500
<b>Outplacement Budget</b>		
\$6,000 ADULT	2	3000
<b>Other Non-mandated Services Budget</b>		
ADULT		#DIV/0!
CHILD/YOUTH		#DIV/0!
\$0	0	
<b>Summary</b>		
<hr/>		
<b>Totals</b>		
\$1,837,644 Total Adult	713	\$2,577
\$689,480 Total Children/Youth	292	\$2,361
\$2,527,124	1,005	

## FY26 Mental Health Early Intervention Plan &amp; Budget

Local Authority: San Juan County

Form A2

	State General Fund		County Funds						
	State General Fund	State General Fund used for Medicaid Match	NOT used for Medicaid Match	Used for Medicaid Match	Net Medicaid	Third Party Collections	Client Collections (eg, co-pays, private pay, fees)	Other Revenue	TOTAL FY2026 Revenue
FY2026 Mental Health Revenue									
FY2026 Mental Health Revenue by Source	\$0	\$18,083							\$18,083

	State General Fund		County Funds								
	State General Fund	State General Fund used for Medicaid Match	NOT used for Medicaid Match	Used for Medicaid Match	Net Medicaid	Third Party Collections	Client Collections (eg, co-pays, private pay, fees)	Other Expenditures	TOTAL FY2026 Expenditures Budget	Total Clients Served	TOTAL FY2026 Cost/Client Served
FY2026 Mental Health Expenditures Budget											
MCOT 24-Hour Crisis Care-CLINICAL									\$0		#DIV/0!
MCOT 24-Hour Crisis Care-ADMIN									\$0		
FRF-CLINICAL									\$0		#DIV/0!
FRF-ADMIN									\$0		
School Based Behavioral Health-CLINICAL		\$17,179							\$17,179	10	\$1,717.90
School Based Behavioral Health-ADMIN		\$904							\$904		
FY2026 Mental Health Expenditures Budget	\$0	\$18,083	\$0	\$0	\$0	\$0	\$0	\$0	\$18,083	10	#DIV/0!

\* Data reported on this worksheet is a breakdown of data reported on Form A.

## FY26 Substance Use Disorder Treatment Area Plan Budget

Local Authority: San Juan County

Form B

FY2026 Substance Use Disorder Treatment Revenue	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match	Federal Medicaid	SAPT Treatment Revenue	SAPT Women's Treatment Set aside	Other OSUMH State/Federal Revenues	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Non-OSUMH Revenue (gifts, donations, reserves etc)	TOTAL FY2026 Revenue	
Drug Court	\$15,869		\$7,526			\$8,016		\$22,601		\$2,000		\$56,012 [1]	
JRI	\$21,578		\$4,316									\$25,894	
Local Treatment Services	\$60,402	\$15,448		\$15,170	\$88,382	\$101,594		\$2,500	\$1,000	\$5,000		\$289,496	
Total FY2026 Substance Use Disorder Treatment Revenue	\$97,849	\$15,448	\$11,842	\$15,170	\$88,382	\$109,610	\$0	\$25,101	\$1,000	\$7,000	\$0	\$371,402	
\$113,297													
\$109,610													
												\$248,008	-\$123,394

FY2026 Substance Use Disorder Treatment Expenditures Budget by Level of Care	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match	Federal Medicaid	SAPT Treatment Revenue	SAPT Women's Treatment Set aside	Other OSUMH State/Federal Expenditures	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Non-OSUMH Expenditures (gifts, donations, reserves etc)	TOTAL FY2026 Expenditures	Total FY2026 Client Served	Total FY2026 Cost/ Client Served
Early Intervention - 1	\$6,040	\$1,545		\$717	\$4,638	\$10,159			\$100	\$700		\$23,899	70	\$341
Ambulatory Care and Withdrawal Management (Detox) ASAM IV-D, III.7-D, III.2-D, I-D or II-D) - 2												\$0		#DIV/0!
Residential Treatment Services: (ASAM III.7, III.5, III.3, III.1) - 3				\$8,000	\$42,000							\$50,000	4	\$12,500
Treatment for Opioid Use Disorder (OTP-Methadone) - 4												\$0		#DIV/0!
Medications for Opioid Treatment -(Vivitrol, Naltrexone, Buprenorphine) - 5								\$2,500				\$2,500	5	\$500
Outpatient: Non-Methadone (ASAM I) - 6	\$88,789	\$13,130	\$11,842	\$6,094	\$39,425	\$91,055		\$22,601	\$850	\$5,950		\$279,736	115	\$2,432
Intensive Outpatient (ASAM II.5 or II.1) - 7	\$1,812	\$464		\$216	\$1,392				\$50	\$350		\$4,284	5	\$857
Recovery Support (includes housing, peer support, case management and other non-clinical) - 8+9	\$1,208	\$309		\$143	\$927	\$8,396						\$10,983	15	\$732
FY2026 Substance Use Disorder Treatment Expenditures Budget	\$97,849	\$15,448	\$11,842	\$15,170	\$88,382	\$109,610	\$0	\$25,101	\$1,000	\$7,000	\$0	\$371,402	214	\$1,736
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		

FY2026 Substance Use Disorder Treatment Expenditures Budget By Population	State Funds NOT used for Medicaid Match	State Funds used for Medicaid Match	County Funds NOT used for Medicaid Match	County Funds Used for Medicaid Match	Federal Medicaid	SAPT Treatment Revenue	SAPT Women's Treatment Set aside	Other OSUMH State/Federal Expenditures	3rd Party Collections (eg, insurance)	Client Collections (eg, co-pays, private pay, fees)	Other Non-OSUMH Expenditures (gifts, donations, reserves etc)	TOTAL FY2026 Expenditures
Pregnant Women and Women with Dependent Children, (Please include pregnant women under age of 18)	\$32,290	\$5,098	\$3,948	\$5,006	\$29,166	\$36,171		\$8,369	\$330	\$2,310		\$122,688
All Other Women (18+)	\$11,449	\$1,807	\$1,398	\$1,775	\$10,341	\$12,825		\$2,962	\$117	\$819		\$43,493
Men (18+)	\$51,174	\$8,079	\$6,496	\$7,934	\$46,224	\$57,326		\$13,770	\$523	\$3,661		\$195,187
Youth (12- 17) (Not Including pregnant women or women with dependent children)	\$2,936	\$464		\$455	\$2,651	\$3,288			\$30	\$210		\$10,034
Total FY2026 Substance Use Disorder Expenditures Budget by Population Served	\$97,849	\$15,448	\$11,842	\$15,170	\$88,382	\$109,610	\$0	\$25,101	\$1,000	\$7,000	\$0	\$371,402



## FY26 Drug Offender Reform Act &amp; Drug Court Expenditures

Local Authority: San Juan County

Form B1

FY2026 DORA and Drug Court Expenditures Budget by Level of Care	Drug Offender Reform Act (DORA)	Felony Drug Court	Family Drug Court	Juvenile Drug Court	DUI Fee on Fines	TOTAL FY2026 Expenditures
Screening and Assessment Only						\$0
Detoxification: ASAM IV-D or III.7-D) (ASAM III.2-D) ASAM I-D or II-D)						\$0
Residential Services (ASAM III.7, III.5, III.1 III.3 1II.1 or III.3)						\$0
Outpatient: Contracts with Opioid Treatment Providers (Methadone: ASAM I)						\$0
Office based Opioid Treatment (Buprenorphine, Vivitrol, Naloxone and prescriber cost)) Non- Methadone						\$0
Outpatient: Non-Methadone (ASAM I)		\$52,696				\$52,696
Intensive Outpatient (ASAM II.5 or II.1)						\$0
Recovery Support (includes housing, peer support, case management and other non-clinical )		\$3,316				\$3,316
FY2026 DORA and Drug Court Expenditures Budget	\$0	\$56,012	\$0	\$0	\$0	\$56,012 [1]

# San Juan County

## FORM A - MENTAL HEALTH BUDGET NARRATIVE

### 3 Year Plan (FY 2024-2026)

**Local Authority:** San Juan County

#### Instructions:

In the cells below, please provide an answer/description for each question. **PLEASE CHANGE THE COLOR TO BLUE, OF SUBSTANTIVE NEW LANGUAGE INCLUDED IN YOUR PLAN THIS YEAR!**

#### 1) Inpatient Services

##### *Adult Services*

*Leah Colburn*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

There are no inpatient psychiatric facilities in San Juan County. This necessitates referring clients needing inpatient care to facilities outside the county. When inpatient needs arise, patients undergo a physical health evaluation at one of two county hospitals and receive medical clearance. After medical clearance has been obtained, arrangements are made for patients to be transported to a licensed acute inpatient facility within the state of Utah. San Juan County Sheriff's Office provides transportation for clients who are involuntarily committed. The sheriff's office has been extremely cooperative and helpful. They are a great partner. Such patients are often admitted to the Aspen Grove or Mountain View Hospital.

Every effort is made to maintain residents in their own homes when possible. With strong family support, increased case management and other intensive outpatient services, individuals who otherwise might have been hospitalized can at times be maintained successfully in the community.

San Juan Counseling's professional staff maintains active certification as Designated Examiners for authority to enact involuntary commitments with the above scenarios.

**Describe your efforts to support the transition from this level of care back to the community.**

We have identified and work with acute hospital/inpatient liaisons to ensure that sessions are set up with a primary therapist prior to discharge. We have also established and are explicit on the importance of aftercare services at intake and are collaborating with these entities to ensure an AC plan is in place prior to discharge. Our MCOT team also conducts F/U with any individuals transitioning back into the community per their mandates. Clinical updates are required and shared with the primary therapist prior to discharge. Regular phone staffings take place as required.

##### *Children's Services*

*Leah Colburn*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services**



**directly or through a contracted provider. Include any planned changes in programming or funding.**

Since there are no children/youth inpatient facilities within San Juan County, the same procedures that apply for adult inpatient care and services apply to youth. For children and youth needing intensive services, every effort is made to meet those needs through some type of diversion plan within the county. Children and youth whose needs cannot be met locally and who require inpatient care are referred to appropriate facilities outside of the county. As inpatient needs arise, patients can undergo a physical health evaluation at either local hospital for medical clearance. Arrangements are then made for patients to be placed in an acute inpatient facility within the state of Utah. These placements are sometimes arranged through relationships with other mental health centers in the state. If the situation warrants, placement at the Utah State Hospital is utilized. Youth are also admitted to private hospitals.

As with the adult population, intensive wraparound services can sometimes alleviate the need for hospitalization. Safety of the individual, family, and community remains paramount when less restrictive (non-hospitalization) measures are pursued.

San Juan Counseling's professional staff maintain active certification as Designated Examiners or maintain relationships with active DE for authority to enact associated involuntary commitments with the above scenarios.

SJC and Canyonlands Youth Home have an agreement to use the youth home as a diversionary placement when appropriate. We have used this resource when appropriate and will continue to do so

**Describe your efforts to support the transition from this level of care back to the community.**

SJC works to support all inpatient discharges. Our MCOT staff is dedicated to work with individuals as they are transitioning back into the community. The MCOT team reaches out to follow up on the needs of the individual. The MCOT team helps to facilitate therapy appointments and other resources as needed. SJC will also offer respite when appropriate.

With SJC's relationship with local ICC (Intensive Care Coordinator), if needed, referrals will be made and facilitated for those services

**2) Residential Care**  
**Adult Services**

*Leah Colburn*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

No mental health residential facilities are located within San Juan County. As a result, San Juan Counseling refers San Juan County residents who meet criteria for this level of care to facilities outside of the county. SJC has a cooperative relationship with other Utah Behavioral Health Committee (UBHC) agencies that have residential care facilities. By "cooperative relationship," it is the relationship that we, as a center, have with each of the other LMHCs throughout the state. When we are in need of services not available in San Juan County, we often call other centers and ask for advice, suggestions and assistance. They are very cooperative and are often able to



suggest facilities and resources that may or may not be affiliated with their particular center. This cooperative relationship has proven invaluable in many instances in which we needed knowledge of, and/or access to, facilities and resources outside our county. However, such facilities have been difficult to access for our residents based on funding constraints and availability. Private facilities have been utilized as needed and will continue to be used. SJC has been able to provide several modified services to minimize the need of residential treatment such as aggressive case managed services, services similar to an ACT team and services similar to a Clozaril Clinic. Due to the creative efforts of the clinical team at SJC, clients that might have required residential treatment have been maintained in a less restrictive setting while at the same time addressing their unique needs.

If a San Juan County resident is in need of therapeutic foster care, a therapeutic foster care provider is used within the county when available. Four Corners Care Center located in Blanding provides residential care for aged clients needing long-term care.

In addition to utilizing out-of-county facilities when necessary, SJC provides residential-type services in our day treatment facilities. Day treatment clients are allowed to utilize washers and dryers in the day treatment facilities to do laundry. Clients are also given the opportunity to shower in day treatment facilities. Wrap-around and other in-home services are provided to SMI clients in an effort to maintain them in their own homes in the local community.

**How is access to this level of care determined? How is the effectiveness and accessibility of residential care evaluated?**

SJC utilizes functional assessments such as the DLA-20 when available in combinations with clinical information related to safety and the need for additional support. The primary goals include the individual being in the least restrictive environment possible. Effectiveness of care is determined by several factors including functioning levels, inpatient admissions, legal involvement, safety, etc.

*Children's Services*

*Leah Colburn*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding. Please identify your current residential contracts. Please identify any significant service gaps related to residential services for youth you may be experiencing.**

Procedures for children and youth residential care are similar to the residential care for adults with the exception that they are placed in satisfactory children's facilities. Due to our close personal and working relationships with other LMHCs and their employees, they are willing to assist when asked for recommendations and help in finding residential placements for San Juan County children and youth. Relationships developed through UBHC sponsored meetings of directors, clinical directors and children's coordinators have facilitated such relationships and cooperative attitudes among various centers and their employees. The gaps continue to be related to not having anything close/locals as well as minor communication from time to time. This has not impacted continuity of care but continues to be addressed and rectified as warranted.

**How is access to this level of care determined? Please describe your efforts to support the transition from this level of care back to the community.**

SJC uses clinical information related to safety and the need for additional support. The primary

goals include the individual being in the least restrictive environment possible. Effectiveness of care is determined by several factors including functioning levels, inpatient admissions, legal involvement, safety, etc. SJC considers residential as short-term treatment and not a placement for out of home care.

Our MCOT staff is dedicated to work with individuals as they are transitioning back into the community. The MCOT team reaches out to follow up on the needs of the individual. The MCOT team helps to facilitate therapy appointments and other resources as needed and follows up when appointments are missed.. SJC will also offer respite when appropriate.

With SJC's relationship with local ICC, if needed, referrals will be made and facilitated for those services.

### 3) Outpatient Care Adult Services

*Leah Colburn*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Define the process for referring an individual to a subcontractor for services. Include any planned changes in programming or funding.**

Outpatient services are provided by San Juan Counseling. Services include: Intake and evaluation, psychiatric assessment and evaluation, individual, marriage, family and group psychotherapy, and behavior management. Major goals of outpatient services are: 1) screen for appropriateness of treatment through the completion of an intake and evaluation, 2) evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present, 3) prescribe appropriate treatment secondary to initial diagnosis or diagnostic impressions and subsequently, 4) provide psychotherapy, group or family therapy and medication management as indicated in order to treat the diagnosed illness of the client or individual. 5) [San Juan Counseling has launched an adult IOP \(Dual Diagnosis/SUD Focused\) as of 4/14/25 that can be utilized by those who meet the ASAM criteria for this level of care.](#)

Other services include: 1) indicate and/or prescribe residential or inpatient treatment as needed and, 2) referral to appropriate treatment agency.

All clinical staff practice under the Department of Professional Licensing Guidelines as Licensed Mental Health Professionals. Certified Case Managers are certified under OSUMH.

**Describe the approach to serving individuals with complex behavioral health presentations or who need multiple supports to remain in the community, including the programmatic approach to serving individuals in the least restrictive level of care. Identify your proposed fidelity monitoring and outcome measures.**

San Juan Counseling does not currently have an interdisciplinary ACT team or practice ACOT for high acuity clients. However, efforts continue to coordinate with community partners to identify and outreach to clients with chronic and persistent mental illness. For instance, SJC administration and staff have met with medical staff and behavioral health leadership of Utah Navajo Health Systems (UNHS) to promote our adult day treatment programs in Blanding, Montezuma Creek and Mexican Hat. In addition, SJC staff has presented to four Navajo Nation



chapters located in Utah and will continue contact with these organizations. The outcome measures sought for are keeping individuals in the community and out of inpatient units, out of jails, and to prevent homelessness. SJC utilizes the DLA-20 to track improvement and individual needs.

**Describe the programmatic approach for serving individuals in the least restrictive level of care who are civilly committed or court-ordered to Assisted Outpatient Treatment. Include the process to track the individuals, including progress in treatment.**

San Juan Counseling strives to serve civilly committed clients using the least restrictive level of care possible. Civilly committed clients living in the community are consistently re-evaluated prior to their civil commitment hearing to determine whether he/she still meets criteria. If not, this is clearly articulated to the court. Every individual civilly committed is assigned to a clinician and meets with the clinician at least monthly - usually weekly. Monthly during the case manager meetings the individuals are discussed. The re-evaluation process is ongoing.

For clients seen in acute settings, such as an ER department, SJC clinicians conduct an emergency mental health evaluation that includes a suicide-specific risk assessment, information from collateral sources, such as medical records, family members and friends. An effort is made to engage the client in safety planning and restricting his/her access to lethal means prior to determining whether civil commitment is recommended.

#### *Children's Services*

*Leah Colburn*

**Describe the activities you propose to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Define the process for referring an individual to a subcontractor for services. Include any planned changes in programming or funding. Please highlight approaches to engage family systems.**

Outpatient services are provided by San Juan Counseling. Services include: Intake and evaluation, psychiatric assessment and evaluation, individual, marriage, family and group psychotherapy, and behavior management. Major goals of outpatient services are: 1) screen for appropriateness of treatment through the completion of an intake and evaluation, 2) evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present, 3) prescribe appropriate treatment secondary to initial diagnosis or diagnostic impressions and subsequently, 4) provide psychotherapy, group or family therapy and medication management as indicated in order to treat the diagnosed illness of the client or individual.

We staff clients weekly looking at them from all perspectives including the role of the family system and how to engage the family system as a whole.

Other services include: 1) indicate and/or prescribe residential or inpatient treatment as needed and, 2) referral to appropriate treatment agency, 3) *We are in the process of working with San Juan School District, JJYS, and other community partners to gather data and formulate a way to launch children's day treatment program.*

All clinical staff practice under the Department of Professional Licensing Guidelines as Licensed Mental Health Professionals or as certified Case Managers.



**Describe the approach to serving individuals with complex behavioral health presentations or who need multiple supports to remain in the community, including the programmatic approach to serving individuals in the least restrictive level of care. Identify your proposed fidelity monitoring and outcome measures.**

SJC seeks to offer services that will support the family and the youth that allows the youth to remain in the least restrictive environment possible. SJC utilizes FPSS/Peer Support to work with those families in need. SJC offers case management, respite, and skills development to youth when needed. SJC will also refer youth/families to ICC to utilize their full wrap around approach when appropriate.

#### 4) 24-Hour Crisis Care Adult Services

*Jennifer Hebdon-Seljestad*

**Please outline plans for the next three years for access to crisis services during daytime work hours, afterhours, weekends and holidays. Describe how crisis services are utilized as a diversion from higher levels of care inpatient, residential, etc.) and the criminal justice system. Identify what crisis services are currently provided in your area, where services are provided, and what gaps need to still be addressed to offer a full continuum of care to include access to a crisis line, mobile crisis outreach teams, and facility-based stabilization/receiving centers. Identify plans for meeting any statutory or administrative rule governing crisis services. For each service, identify whether you will provide services directly or through a contracted provider. Describe how you coordinate with state and local partners for services to include the Utah Crisis Line, JJS and other DHHS systems of care, law enforcement and first responders, for the provision of crisis services. Include any planned changes in programming or funding.**

In November 2020 SJC implemented MCOT services in San Juan County. During daytime work hours the crisis services are covered by a licensed therapist and a Bachelor's level Certified Crisis Worker. After office hours and on the weekends, there is one Crisis Worker and one therapist on call from 8 am to 11 pm. A licensed therapist covers the on call from 11 pm to 8 am. The on-call line is covered 24 hours a day, 7 days a week. The local crisis phone number for the on-call worker is provided to the local hospitals, medical clinics, sheriff's office, police stations, DCFS, nursing home, schools, and other key facilities within the county. The Utah Crisis Line is advertised to the local community as the crisis number. The MCOT team will be deployed through handoffs from the Utah Crisis Line, calls from local partners including law enforcement, schools, and emergency rooms, calls or walk-in crises initiated by consumers, and local dispatch.

All crisis services are provided without any compensation from the local hospitals, jails, or other institutions. All individuals are served regardless of funding status.

Crisis services are utilized as a diversion from higher levels of care through MCOT outreaches. The MCOT team will deploy to where the crisis is happening (as far as it meets safety standards). The MCOT crisis workers will utilize local resources to meet client's needs. The MCOT team continues to reach out and monitor progress of the individual's needs, including linking to further appropriate services.

SJC realizes that crisis services are essential. SJC also recognizes that providing these services and requiring after hours shifts is one the largest barriers to job satisfaction among the majority of providers. After hours and weekend work can be viewed as more challenging for some providers. With more competition for providers that are not required to work after hours and weekends,



hiring has become a bigger challenge. The public system needs to develop and have access to additional resources and ideas to attract and keep providers willing and able to provide 24/7 crisis services. SJC has and will continue to explore a myriad of options to alleviate some of the challenges associated with crisis services.

As part of our efforts to promote MCOT, our MCOT crisis workers have presented to local law enforcement agencies, DCFS, JJIS, medical providers, schools, and other community partners and do so on a recurring basis. Our MCOT team reaches out to partners quarterly with brochures and information to help with the coordination efforts. During the daytime when our MCOT team is not responding to calls they are following up with recent cases, concerning no shows, community partner outreach, etc.

**Describe your current and planned evaluation procedures for crisis intervention services that objectively measure access and measurable outcomes for persons with both mental health and substance use disorders using data. Technical assistance with data specifications and key performance indicators are available if needed, please describe any areas for help that are required.**

SJC has implemented the Division MCOT data measures as required for State reporting. SJC will monitor outcome measures such as the individual's final disposition following MCOT services.

### *Children's Services*

*Jennifer Hebdon-Seljestad*

**Please outline plans for the next three years for access to crisis services during daytime work hours, afterhours, weekends and holidays. Describe how crisis services are utilized as a diversion from higher levels of care (inpatient, residential, etc.) and the criminal justice system. Identify what crisis services are provided, where services are currently provided in your area, where services are provided, and what gaps need to still be addressed to offer a full continuum of care (including access to a Crisis Line, Mobile Crisis Outreach Teams, facility-based stabilization/receiving centers and In-Home Stabilization Services). Including if you provide SMR/Youth MCOT and Stabilization services, if you are not an SMR/Youth MCOT and Stabilization provider, how do you plan to coordinate with SMR providers in your region? For each service, identify whether you will provide services directly or through a contracted provider. Describe how you coordinate with state and local partners for services to include the Utah Crisis Line, JJYS and other DHHS systems of care, law enforcement and first responders, schools, and hospitals for the provision of crisis services to at-risk youth, children, and their families. Include any planned changes in programming or funding.**

In November 2020 SJC implemented MCOT services in San Juan County. During daytime work hours the crisis services are covered by a licensed therapist and a Bachelor's level Certified Crisis Worker. After office hours and on the weekends, there is one Crisis Worker and one therapist on call from 8 am to 11 pm. A licensed therapist covers the on call from 11 pm to 8 am. The on-call line is covered 24 hours a day, 7 days a week. The local crisis phone number for the on-call worker is provided to the local hospitals, medical clinics, sheriff's office, police stations, DCFS, nursing home, schools, and other key facilities within the county. The Utah Crisis Line is advertised to the local community as the crisis number. The MCOT team will be deployed through handoffs from the Utah Crisis Line, calls from local partners including law enforcement, schools, and emergency rooms, calls or walk-in crises initiated by consumers, and local dispatch.

All crisis services are provided without any compensation from the local hospitals, jails, or other



institutions. All individuals are served regardless of funding status.

Crisis services are utilized as a diversion from higher levels of care through MCOT outreaches. The MCOT team will deploy to where the crisis is happening (as far as it meets safety standards). The MCOT crisis workers will utilize local resources to meet client's needs. The MCOT team continues to reach out and monitor progress of the individual's needs, including linking to further appropriate services.

SJC realizes that crisis services are essential. SJC also recognizes that providing these services and requiring after hours shifts is one the largest barriers to job satisfaction among the majority of providers. After hours and weekend work can be viewed as more challenging for some providers. With more competition for providers that are not required to work after hours and weekends, hiring has become a bigger challenge. The public system needs to develop and have access to additional resources and ideas to attract and keep providers willing and able to provide 24/7 crisis services. SJC has and will continue to explore a myriad of options to alleviate some of the challenges associated with crisis services.

As part of our efforts to promote MCOT, our MCOT crisis workers have presented to local law enforcement agencies, DCFS, JJS, medical providers, schools, and other community partners. Our MCOT team reaches out to partners quarterly with brochures and information to help with the coordination efforts. During the daytime when our MCOT team is not responding to calls they are following up with recent cases, concerning no shows, community partner outreach, etc

**Describe your current and planned evaluation procedures for children and youth crisis intervention services that objectively measure access and measurable outcomes for persons with both mental health and substance use disorders using data. Technical assistance with data specifications and key performance indicators are available if needed, please describe any areas for help that are required.**

SJC has implemented the Division MCOT data measures as required for State reporting. SJC will monitor outcome measures such as the individual's final disposition following MCOT services.

## 5) Psychotropic Medication Management

### Adult Services

*Pete Caldwell*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding. Please list any specific procedures related to continuity of medication management during transitions between from or between providers/agencies/level of care settings.**

Psychotropic medication management services in San Juan County are provided by San Juan Counseling's licensed medical staff. They include psychiatric assessment and evaluation, medication management by a physician and/or a psychiatric nurse, and laboratory testing as required. Professional medical staff screen for appropriateness of medication management through the completion of a psychiatric assessment and evaluation. They evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present and then prescribe appropriate treatment and medication management secondary to initial diagnosis or diagnostic impressions and subsequently manage any psychotropic medications prescribed through the agency. SJC has two part-time Psychiatric Nurse Specialists with prescriptive authority. (A.P.R.N. level). We are currently working out the best way to collaborate with other community agencies (including getting releases signed) to ensure continuity and communication is happening



when it comes to prescribing. We strongly encourage those receiving therapeutic services to utilize our in house prescribers, when possible.

### **Children's Services**

**Pete Caldwell**

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding. Please list any specific procedures related to continuity of medication management during transitions between providers/agencies/level of care settings.**

Psychotropic medication management services in San Juan County are provided by San Juan Counseling's licensed medical staff. They include psychiatric assessment and evaluation, medication management by a physician and/or a psychiatric nurse, and laboratory testing as required. Professional medical staff screen for appropriateness of medication management through the completion of a psychiatric assessment and evaluation. They evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present and then prescribe appropriate treatment and medication management secondary to initial diagnosis or diagnostic impressions and subsequently manage any psychotropic medications prescribed through the agency. SJC has a full-time Psychiatric Nurse Specialist with prescriptive authority. (A.P.R.N. level). We are currently working out the best way to collaborate with other community agencies (including getting releases signed) to ensure continuity and communication is happening when it comes to prescribing. We strongly encourage those receiving therapeutic services to utilize our in house prescribers, when possible.

When treating children, SJC has access to a child psychiatrist for diagnosis and med management via telemedicine through the University of Utah. When necessary, SJC's APRN works directly with the doctor in providing children's services. SJC's APRN has had extensive training and supervision from child psychiatrists.

### **6) Psychoeducation Services & Psychosocial Rehabilitation Adult Services**

**Leah Colburn**

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

These services are provided primarily through services provided by SJC's Gateway (Blanding), Montezuma Creek, and Mexican Hat Day Treatment facilities. We are currently working to get a Monticello office licensed also so that services can be provided out of that office. Services are also available to clients who choose not to attend day treatment programs. These services include intake and evaluation, psychiatric assessment and evaluation, psychological testing, medication management by physician and by advanced psychiatric nurse, individual, family and group psychotherapy, day treatment services, case management, behavior management, 24-hour crisis on-call, intervention services, protective payee services, and a wide range of individual and group skills development classes.

Day treatment facilities and treatment focus on a holistic and recovery-oriented approach to wellness. All San Juan County residents diagnosed with a mental illness, deemed to be severe and persistently mentally ill (SPMI), and not able to remain in the community without close supervision, case management, group and individual skills development and a therapeutic type of



community are eligible for services.

**Describe how clients are identified for Psychoeducation and Psychosocial Rehabilitation services. How is the effectiveness of the services measured?**

Clients are identified through a formal evaluation and referred by a licensed therapist. Measured by ability to maintain stability w/in community -- without which they would need a higher level of care.

SJC utilizes the DLA-20 to target areas of rehabilitation and completes a DLA-20 on each client every six months to measure improvement and/or areas of need. We also use the DLA-20 to measure effectiveness of services provided.

**Children's Services**

**Leah Colburn**

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

Children/Youth Psychoeducation Services and Psychosocial Rehabilitation are provided in a similar manner as are the adult services with the exception that there are no day treatment services for children. Services are provided by SJC staff, primarily case managers. These services are prescribed following intake and evaluation and other assessments and are provided in conjunction with treatment by clinical team members.

We have met with the school district and discussed this need. In our collaboration they are moving from utilization of telehealth (provided by the U of U) back to in person services (as the primary) now that we are staffed (with therapists), COVID restrictions are lifted on the reservation, and can adequately provide and meet this need. [We have been present in most of the River Region Schools this year providing these services as the need presents and as space is available. We leave it up to the client and the school to determine whether SJCC services are utilized or if they utilize the services of UNHS.](#)

**Describe how clients are identified for Psychoeducation and Psychosocial Rehabilitation services. How is the effectiveness of the services measured?**

Clients are identified through a formal evaluation and referred by a licensed therapist.

Measured by ability to maintain stability w/in community -- without which they would need a higher level of care.

SJC utilizes the DLA-20 to target areas of rehabilitation and completes a DLA-20 on each client every six months to measure improvement and/or areas of need.

**7) Case Management  
Adult Services**

**Hailee Hernandez**

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please include how you ensure each case**



**management provider is certified to provide these services. Include any planned changes in programming or funding.**

Case management services are provided by SJC. Case management services are centered on the client's individual needs for behavioral training, community living skills, work activity, work adjustment, recreation, self-feeding, self-care, social appropriateness, interpersonal adjustment, self-sufficiency, etc., as prescribed in the Treatment Plan. Medication management, financial management and other vital skills are taught to ensure adequate and effective skills development for each client who receives case management services from San Juan Counseling. The focus for case management is to screen for appropriateness of case management services through the completion of an intake and evaluation, evaluate and diagnose individuals with potential mental illness in order to determine what illnesses are present, prescribe appropriate case management treatment secondary to initial diagnosis or diagnostic impressions and then subsequently, provide direct services to empower the client to learn how to provide Activities of Daily Living (ADL) for themselves or to empower them to care for themselves and for their general ADL as indicated in order to reach maximum resiliency or to reach a state of recovery from the diagnosed illness of the client.

SJC ensures case managers are certified by tracking training, having staff submit CM tests to SJC leadership, and supervise 80 hours of experience required.

**Please describe how eligibility is determined for case management services. How is the effectiveness of the services measured?**

Clients are identified through a formal evaluation and referred by a licensed therapist.

Measured by ability to maintain stability w/in community -- without which they would need a higher level of care.

SJC utilizes the DLA-20 to target areas of rehabilitation and completes a DLA-20 on each client every six months to measure improvement and/or areas of need

**Children's Services**

*Hailee Hernandez*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please include how you ensure each case management provider is certified to provide these services. Include any planned changes in programming or funding.**

Children and youth have access to high quality case management, counseling, CM services, and the strength of an established ICC Committee providing wrap-around services. Therapists in the schools will continue to provide case management for children. SJC encourages the therapists in the schools to provide more case management services for youth.

SJC ensures case managers are certified by tracking training, having staff submit CM tests to SJC leadership, and supervise 80 hours of experience required.



We are working on hiring or having our CPSS get dually trained as an FPSS. The addition of more case managers to provide services as well as additional locations for those with transportation issues. We have found that while we made a lot of referrals to our FPSS person, under utilization of this service is prevalent and we are exploring why as well as educate and change the culture related to the perception of in-home services.

**Please describe how eligibility is determined for case management services. How is the effectiveness of the service measured?**

Clients are identified through a formal evaluation and referred by a licensed therapist.

Measured by ability to maintain stability w/in community -- without which they would need a higher level of care.

SJC utilizes the DLA-20 to target areas of rehabilitation and completes a DLA-20 on each client every six months to measure improvement and/or areas of need.

## 8) Community Supports (housing services)

### Adult Services

*Pete Caldwell*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

San Juan Counseling is continuing to look at ways to meet the housing needs of the community. SJC provides transitional housing occasionally through local motels and apartments. SJC has secured a trailer that is used for transitional housing to be used as needs arise.

SMI clients, especially those who attend Day Treatment receive extensive in-home, housing, and other case management services. SJC's case managers work with local low-income housing providers to meet housing needs in the community. Case managers also work with housing authorities and owners to help clients be compliant with housing standards, so their housing is not at risk.

**Indicate what assessment tools are used to determine criteria, level of care and outcomes for placement in treatment-based and/or supportive housing?**

DLA-20, SMI criteria, Civil Commitment, and supervision needs are used to consider the individuals with the highest priorities for limited housing resources

### Children's Services (respite services)

*Cody Northup*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Please identify how this fits within your continuum of care. Include any planned changes in programming or funding.**

SJC provides respite care utilizing outplacement funds and Medicaid capitated funds. This service has been proven helpful when needed. All of SJC's case managers are now certified as child case managers. SJC is using the child case managers to provide respite services for clients in need. It is expected that the need for this service will continue, especially with Medicaid eligible clients.



This service is provided in our facility and has to be arranged prior due to a shortage of CM. We are actively looking to promote that we offer these services and are making therapists and our CM's available to provide respite when a need arises..

**Please describe how you determine eligibility for respite services. How is the effectiveness of the service measured?**

Eligibility is determined based on the needs of the child/family. Individuals are referred to service by therapist determination.

Effectiveness is measured by parent self-report of child's behavior being more manageable in the home and parent being able to focus on needs in the home. YOQ may also be used to measure the effectiveness of the service

**9) Peer Support Services**

**Adult Services**

**Heather Rydalch**

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

SJC currently has one part time Peer Support Specialist. Our Peer Support Specialists work with a wide variety of clients depending on the needs of the clients. SJC has had struggles hiring and maintaining qualified individuals in these positions. We are looking to hire additional, qualified individuals or move our current PS F/T as/if the need arises.

**Describe how clients are identified for Peer Support Specialist services. How is the effectiveness of the services measured?**

Systems of Care is a coalition where community partners/entities come together to identify if PSS would be appropriate or a higher level of service is needed. In house we identify and have our therapists refer off their caseload and prescribe that service if appropriate. We also educate that these services are available and what they provide to our community partners. Essentially due to the under utilization of this service within the community, we are promoting and advertising to our community for referrals. Effectiveness is measured through completion of treatment goals related to peer support as well as outcomes.

**Children's Services**

**Amy Campbell**

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Describe how Family Peer Support Specialists will partner with other Department of Health & Human Services child serving agencies, including DCFS, DJJYS, DSPD, and HFW. Include any planned changes in programming or funding.**

Children/Youth peer support services are provided by the CM's at this juncture and our CM's are employees of San Juan Counseling.

SJC has been unable to replace our FT FPSS in 2022. We have lost our PT FPSS also. We have hired someone part time CM's and a CPSS who we may get dually certified this year and are



working to promote, educate and get clients referred for this service. Once we consistently maintain a caseload, we look to extend this to a FT position.

**Describe how clients are identified for Family Peer Support Specialist services. How is the effectiveness of the services measured?**

Services are prescribed by therapists based on clinical need including, but not limited to, the DLA-20, C-SSTS. We also use community partners.

**10) Consultation & Education Services**

**Adult Services**

*Cody Northrup*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

San Juan Counseling participates in a wide range of conferences, seminars, committees, and cooperates with other value-added partners to provide services in consultation and education. San Juan's System of Care includes DWS, DCFS, DSPD, San Juan County School District, Juvenile Court, local law enforcement, Vocational Rehabilitation, Utah Navajo Health System, San Juan County Family Peer Support Specialist, and San Juan County Drug and Alcohol Prevention Specialist. San Juan Counseling currently chairs the local "System of Care" meeting. SJC helps sponsor the Family Coalition Conference, and the Domestic Violence Conference. SJC is involved with the planning process for the San Juan County Health Fair. *We have recently started a collaboration with the Federal Reentry Court in Aneth (Voc Rehab -SLC) and have established a working relationship with the SJC Children's Justice Center too.*

San Juan Partners with area federal and state agencies, clinics, hospitals, schools, law enforcement, religious organizations, and Navajo Chapter Houses in an effort to improve cooperation and service.

San Juan Counseling's clinical professional staff is available 24-7 to medical professionals, family members, law enforcement, etc. as needed for consultation for mental health crises situations.

San Juan Counseling therapists provide wellness-oriented presentations at various community seminars and gatherings. SJC staff present at the local university (USU- San Juan Campus) several times a year related to different behavioral health topics. SJC is a key member of the sex abuse prevention coalition in the county.

**Children's Services**

*Cody Northrup*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

San Juan Counseling has 1 PT CPSS looking into getting him dually certified. Working with ICC, the CM's work closely with families in crisis to educate families about available services and provide carefully crafted wrap-around services for families in need. Family team meetings are held to



personalize the service of each family. The services are coordinated in both the family team meetings and the System of Care.

San Juan Counseling's clinical professional staff is available 24-7 to medical professionals, school personnel, parents, law enforcement, etc. as needed for consultation for mental health crises situations.

San Juan Counseling therapists provide wellness-oriented presentations at various community seminars and gatherings.

The San Juan System of Care committee, of which SJC is a major player, sponsors an annual Family Support conference that has been attended by hundreds of people. It is a very successful event where residents are able to learn of services available in the county.

SJC is also a part of a San Juan County Health Fair held each year.

### 11) Services to Incarcerated Persons

*Cody Northup*

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider, and how you will coordinate with the jail to ensure service delivery is adequate. Include any planned changes in programming or funding.**

San Juan Counseling provides outpatient care services to San Juan County jail and to Canyonlands Juvenile Justice Center as requested. We complete the RANT and will implement the LS-RNR for incarcerated individuals (when appropriate to assess rightness of fit for services (MH or SA OP services or Drug Court). We will work to provide MAT when appropriate.

**Describe how clients are identified for services while incarcerated. How is the effectiveness of the services measured?**

Clients are identified on an as needed basis. Effectiveness is shown by the client's ability to function within the normal jail population without continuing isolation

**Describe the process used to engage clients who are transitioning out of incarceration. As per HB0167 (2025 legislative session), local mental health authority shall, to the extent feasible, coordinate with the Department of Corrections to ensure the continuity of mental health services for county residents who are on probation or parole. Please describe this process for your agency.**

All individuals served while in jail may receive services from SJC once released. This will be encouraged by the clinician depending on individual need. SJC will schedule appointments as requested for this population prior to release as the individual agrees. We have reached out to the jail as well as AP&P to set a meeting to discuss a formal referral process related to individuals. We have come up with a formal tracking sheet that outlines treatment goals, progress, adherence/non compliance to recommendations as well as started an IOP/groups that can be utilized as a step down to help with transition. We are working on looking at funding sources to have a CM/CPSS, therapist, and prescriber in the jail a couple of times a week to coordinate and be proactive with this population. We will be utilizing the waiver to provide additional services when it happens. We have a formal referral process established with the Aneth, Federal Reentry Court.



## 12) Outplacement Adult Services

*Cody Northup*

**Describe the activities you propose to undertake over the three year period with outplacement funding, and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

Adult outplacement services have been needed only on an occasional basis in San Juan County. On those occasions when outplacement services have been required SJC has arranged for the placement and then assisted patients as they transition back into the community. This assistance has come in the form of helping find suitable housing, employment, day treatment services, therapy, family support and other efforts to help patients successfully transition back into the community.

### *Children's Services*

*Cody Northup*

**Describe the activities you propose to undertake over the three year period with outplacement funding, and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

Our Children and Youth Outplacement services are similar to that provided to adults. On those occasions when this service becomes necessary the placement is secured and upon discharge efforts are made to return children to their own homes. Families are supported, therapy is provided, and every effort is made to work closely with schools and other community resources to help the children transition back to the community. DCFS the CJC and ICC (SOC) are partners in children and youth outplacement efforts. Outplacement funding has contributed to the success of these services.

## 13) Unfunded Clients Adult Services

*Leah Colburn*

**Describe the activities you propose to undertake over the three year period and identify specific populations where services are and are not provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

Unfunded clients are provided evaluations, therapy, medication management, day treatment services, and all outpatient services available locally using available funding for those unable to pay.

Outpatient services are provided in the Blanding SJC building, Gateway Day Treatment in Blanding, and in the Montezuma Creek Day Treatment facility. Services are provided by SJC employees.

The funds made available to serve the unfunded makes this service possible and are invaluable to our center.

**Describe agency efforts to help unfunded adults become funded and address barriers to maintaining funding coverage.**



Front desk staff and case managers have all been trained on how to apply for Medicaid. During the intake process front desk staff are noting those whose income is under Medicaid eligibility guidelines. Clients are offered help from front desk staff and/or case managers to apply for Medicaid. Additionally, the front desk is checking with unfunded clients periodically to encourage them to pursue various funding sources. When able and appropriate, PS has also helped.

The MCOT team is offering three free sessions to those they are seeing in crisis and that have no other funding. During the free session period our MCOT team and intake teams will be working with clients to secure other funding sources.

### ***Children's Services***

***Leah Colburn***

**Describe the activities you propose to undertake over the three year period and identify specific populations where services are and are not provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

As with adults, children and youth are provided services utilizing available funds. Therapy, family and school support, med management and other needed services are made available.

The money for unfunded clients makes it possible for these clients to be served.

**Describe agency efforts to help unfunded youth and families become funded and address barriers to maintaining funding coverage.**

Front desk staff and case managers have all been trained on how to apply for Medicaid. During the intake process front desk staff are noting those whose income is under Medicaid eligibility guidelines. Clients are offered help from front desk staff and/or case managers to apply for Medicaid. Additionally, the front desk is checking with unfunded clients periodically to encourage them to pursue various funding sources.

The MCOT team is offering three free sessions to those they are seeing in crisis and that have no other funding. During the free session period our MCOT team and intake teams will be working with clients to secure other funding sources. When able and appropriate, PS has also helped.

Additionally, through efforts with the San Juan School District, SJC is able to provide therapy services in schools to youth that have no other funding source.

### **14) First Episode Psychosis (FEP) Services**

***Jessica Makin***

**Describe the activities you propose to undertake over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding.**

We have someone signed up for the SIPS and have someone trained in SCID.

**Describe how clients are identified for FEP services. How is the effectiveness of the services**



measured?
N/A
<b>Describe plans to ensure sustainability of FEP services. This includes: financial sustainability plans(e.g. billing and making changes to CMS to support billing) and sustainable practices to ensure fidelity to the CSC PREP treatment model. Describe process for tracking treatment outcomes.</b>
N/A

### 15) Client Employment

Sharon Cook

**Increasing evidence exists to support the claim that competitive, integrated and meaningful employment is an essential part of the recovery process and is a key factor in supporting mental wellness. In the following spaces, please describe your efforts to increase client employment in accordance with Employment First 62A-15-105.2. Include any planned changes in programming or funding.**

**Competitive, integrated and meaningful employment in the community (including both adults and transition-aged youth).**

Meaningful employment contributes to the recovery process and is a key factor in supporting mental wellness. Employment promotes time structure, social contact and affiliation, collective effort and purpose, social and personal identity, regular activity.

SMI clients receiving services at San Juan Counseling have had increasing success finding employment in competitive settings, both in private business and government institutions. Presently, approximately 59% of SJC SMI clients who actively attend day treatment services are employed part-time.

There has been some success helping clients find meaningful employment such as janitorial work at our main office. The employees are coached and trained to maintain their employment. Jobs are difficult to find in San Juan County under the best of circumstances. The results have been satisfying for center personnel, and even more so for clients. This effort sometimes includes training that qualifies clients for the desired job.

**The referral process for employment services and how clients who are referred to receive employment services are identified.**

Clients are identified through a formal evaluation and referred by a licensed therapist

**Collaborative employment efforts involving other community partners.**

Much of our efforts are through Intensive Case Coordination. This effort is supported by DWS, DCFS, VOC REHAB, DJJS, Family Resource, churches, schools, etc. SJC is currently in talks with Vocational Rehabilitation to explore the possibility of SJC becoming a community rehabilitation partner (CRP).

**Employment of people with lived experience as staff through the Local Authority or**

**subcontractors.**

SJC has currently hired 3 people with lived experience as custodians

**Evidence-Based Supported Employment.****16) Quality & Access Improvements**

**Identify process improvement activities over the next three years. Include any planned changes in programming or funding.**

**Please describe policies for improving cultural responsiveness across agency staff and in services, including "Eliminating Health Disparity Strategic Plan" goals with progress. Include efforts to document cultural background and linguistic preferences, incorporate cultural practice into treatment plans and service delivery, and the provision of services in preferred language (bilingual therapist or interpreter). *For questions - Jessica Makin***

We have worked on updating our assessments and intake processes to include client information and preferences related to culture inclusion, including background, linguistic preferences, culture practices and backgrounds. We have four members on staff that can interpret or conduct a session in Navajo and Spanish. We also collaborate with community partners (primarily UNHS) to become more educated and aligned with how services can be rendered in a culturally sensitive and appropriate way.

**Service Capacity: Systemic approaches to increase access in programs for clients, workforce recruitment and retention, Medicaid and Non-Medicaid funded individuals, client flow through programming. Please describe how the end of the Public Health Emergency and subsequent unwinding is expected to impact the agency's services and funding. *For questions - Cody Northup***

SJC, and its governing Board, are aware of the possible need to increase service capacity. The situation is constantly monitored and reviewed to assure that the Center has the capacity to meet the demand. SJC will continue to monitor outlying areas that are in need of services.

Covid-19 put a slow down on our plans to provide services in the Mexican Hat area because we are actively working to get it running to full capacity once more. SJC continues to provide services to clients in the community and through telemedicine when available and is actively working to expand in San Juan County (working on licensing a Monticello office). Due to the frontier nature of our county, there are many areas that are without internet and basic phone services. Covid-19 shut down has had a great impact on our ability to reach clients that live in the extreme remote areas of our catchment area. SJC will continue to look for ways to provide services in those areas.

We have navigated tragedy and critical staffing shortage. But have bounced back, especially in the therapeutic department. Some of the things we have implemented are seeming to attract qualified staff. We have utilized interns from the current USU MSW cohort, which will help with our staffing issues.



**Describe how mental health needs and specialized services for people in Nursing Facilities are being met in your area. *For questions - Scott Smid***

Currently there is one nursing facility in San Juan County. San Juan Counseling coordinates care with the nursing facility and they refer clients for treatment when needed. SJC will also send staff to the facility if circumstances are warranted. SJC can provide routine visits, however it has been limited. SJC is working with the SNF to increase these services.

**Telehealth: How do you measure the quality of services provided by telehealth? Describe what programming telehealth is used in. *For questions - Pete Caldwell***

SJC is utilizing telehealth-based services through Zoom, Skype for Business, or our 3CX platform. SJC provides individual therapy, drug court groups, other groups, respite, medication management, and case management through telehealth.

SJC hopes to measure the quality of services provided in the same manner as in person services. This includes OQ/YOQ mobile administration when possible and survey participation.

**Describe how you are addressing maternal mental health in your community. Describe how you are addressing early childhood (0-5 years) mental health needs within your community. Describe how you are coordinating between maternal and early childhood mental health services. *For questions - Leah Colburn***

SJC will continue working closely with the San Juan Public Health Department in the Mother's Mental Health Matters program. Clients referred for postpartum depression needing specialized care, will have the option of being referred to an outside provider, if in house one is not trained or qualified specific to the needs of this population. For young children child centered play therapy can be provided.

SJC provides parenting classes locally and is able to refer parents to services as needed

**Describe how you are addressing services for transition-age youth (TAY) (age 16-25) in your community. Describe how you are coordinating between child and adult serving programs to ensure continuity of care for TAY. Describe how you are incorporating meaningful feedback from TAY to improve services. *For questions - Jessica Makin***

Due to the size, SJC Counseling does not require that youth transitioning to adulthood change programs or providers. There are additional services such as Peer Support, Case Management and T for those that want and need services. [We do have a liaison that attends the quarterly meetings.](#)

**Other Quality and Access Improvement Projects (not included above)**

We are constantly trying to identify new processes to improve access times and improve treatment access and quality.

**Describe your partnerships with local Health Departments, accountable care organizations (ACOs), federally qualified health centers (FQHCs) and other physical health providers.**

We meet through ICC, Coalitions and MDT with community partners to discuss individuals (with releases) and how integrated care can be provided.

We have the clinical director (Aaron Duke) and the Therapist (if staffing a specific case on their caseload.) at these meetings. We have started taking releases to MCOT calls and when we have other interactions with clients so that partnerships and CoC can be strengthened.

**Describe your efforts to integrate care and ensure that children, youth and adults have both their physical and behavioral health needs met, including training, screening and treatment and recovery support (see Office Directives Section E.viii). Identify what you see as the primary barriers to implementing integrated care at your agency and your efforts to overcome those barriers. Please also describe how you will provide education and referrals to individuals regarding physical health concerns (i.e., HIV, TB, Hep-C, Diabetes, Pregnancy).**

SJC strives to assess basic wellness as services are accessed from therapists, prescribers, nurses, case managers, and peer support. When warranted wellness issues are incorporated into plans. If a physical health issue is connected to a mental health symptom, then an objective will be written into the treatment plan.

Our day treatment programs have started wellness programs centered around eating well and active living. We provide wellness center passes to employees so they can accompany clients to teach them those skills. When needed we have provided wellness center passes to clients to promote wellness

**Describe your efforts to incorporate wellness and wellness education into treatment plans for children, youth and adults. Please consider social determinants of health in your response.**

Client medical and dental needs are regularly and routinely monitored for all SMI clients involved with our adult day treatment program. Our current policy and practice is for a case manager to attend medical appointments with clients the majority of the time to help ensure any needed coordination and communication occurs with the medical provider.

Our adult day treatment program also invites nurses from the health department and providers from other agencies to present health and wellness information to our SMI clients as part of the psychosocial rehabilitative services provided there. Topics include safe sex practices, disease prevention, health diet practices and the like.

All mental health and substance use clients, including youth-in-transition, youth and children, who complete an intake packet for mental health services also complete a medical history form that asks them to indicate their HIV, TB, Hep-C, diabetes, and pregnancy status. This is then followed-up on as part of intake and early treatment. We have routinely referred clients for follow-up with their medical provider when concerns in these areas are indicated or suspected. We have integrated updates to our intake process that address more than just the mental health needs of clients.

**Quality Improvement: What education does your staff receive regarding health and wellness for client care including children, youth and adults?**



We participate and provide regular training with and for community partners as well as larger entities within the state.

**Describe your plan to reduce tobacco and nicotine use, and how you will maintain a nicotine free environment as a direct service or subcontracting agency. For ongoing engagement, it is recommended to use an evidence-based nicotine dependence tool such as the Fagerstrom scale. SUD Target= reduce tobacco and nicotine use by 4.8%.**

During the intake process each client is asked to report their smoking history and to indicate whether they are interested in tobacco cessation programming and resources. Their answers are recorded in their EHR. When indicated, smoking cessation becomes part of the therapeutic process. SMI clients who smoke are encouraged to attend smoking cessation classes. Clients are informed of our smoke-free policy during the intake process and by prominently posted signs.

All agency clients have access to medicated assisted therapies for tobacco use through SJC's on-site medical provider.

SJC currently has a committee that meets monthly to discuss tobacco cessation efforts. The committee consists of the medical director, clinical director, RN, day treatment supervisor and two MSW-level clinicians.

In FY2021 SJC trained four employees to provide the "Dimensions" group. The group has been offered to all San Juan County residents, free of charge. It is offered in person or through video conference. SJC will continue to run this group regularly through FY2026.

**Describe your efforts to provide mental health services for individuals with co-occurring mental health and intellectual/developmental disabilities. Please identify an agency liaison for OSUMH to contact for IDD/MH program work. *For questions - Ashley Donham***

SJC employs two part-time APRN who sees all SMI clients for psychotropic medication, as needed, and conducts a general medical assessment that includes blood pressure and other basic vital signs. They are able to provide MAT for dually diagnosed SMI clients as well as NRT to assist with tobacco cessation. SJC employs part-time nurses to deliver medications to client's homes on weekends. SJC also refers to local home health providers for SMI clients with medical needs. SJC connects with UDOH Children with Special Health Care Needs to coordinate and assess for clients with Autism and other ID/DD. SJC will work with families on any of the behavioral health components of the co-occurring disorders. SJC provides a therapist for all individuals with co-occurring disorders, autism, intellectual/developmental disorders who in conjunction with our case managers, other community partners, collaborate to ensure integrated/informed, and appropriate treatment plans are created and care is provided. Our clinical director will be the liaison for SJC.

#### 18) Mental Health Early Intervention (EIM) Funds

*Leah Colburn*

Please complete each section as it pertains to MHEI funding utilization.

**School Based Behavioral Health: Describe the School-Based Behavioral Health activities or other OSUMH approved activity your agency proposes to undertake with MHEI funding over the three year period. Please describe how you intend to support family involvement in treatment. For each service, identify whether you will provide services directly or through a contracted provider. Please include: any partnerships related to 2019 HB373 funding and any telehealth related services provided in school settings. Include any planned changes in programming or funding.**



**Please email Leah Colburn [laicolburn@utah.gov](mailto:laicolburn@utah.gov) a list of your FY26 school locations.**

Early Intervention funding has allowed SJC to assign therapists to spend more time at area schools than before. This arrangement has the support of local school administration. Referrals are received from the school for students needing services. SJC will serve all students needing services regardless of funding source as far as our current resources allow

**Please describe how your agency plans to collect data including MHEI required data points and YOQ outcomes in your school programs. Identify who the MHEI Quarterly Reporting should be sent to, including their email.**

San Juan Counseling staff will monitor grades, new office referrals, and suspensions on clients receiving services. MHEI Quarterly Reporting should be sent to Shurrell Meyer, [smeyer@sanjuancc.org](mailto:smeyer@sanjuancc.org).

**Family Peer Support: Describe the Family Peer Support activities your agency proposes to undertake with MHEI funding over the three year period and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider. Include any planned changes in programming or funding. For those not using MHEI funding for this service, please indicate "N/A" in the box below.**

N/A

**Mobile Crisis Team: Describe the *Mobile Crisis Team* activities your agency proposes to undertake with MHEI funding over the three year period and identify where services are provided. Include any planned changes in programming or funding. For those not using MHEI funding for this service, please indicate "N/A" in the box below.**

N/A

#### 19) Suicide Prevention, Intervention & Postvention

Carol Ruddell

**Identify, define and describe all current strategies, programs and activities in place in suicide prevention, intervention and postvention. Strategies and programs should be evidence-based and align with the Utah State Suicide Prevention Plan. For intervention/treatment, describe your policies and procedures for suicide screening, risk assessment, and safety planning as well as suicide specific treatment and follow up/care transition services. Describe how clients are identified for suicide specific services. How is the effectiveness of the services measured? Include the evaluation of the activities and their effectiveness on a program and community level. If available, please attach the localized agency suicide prevention plan or link to plan.**

SJC is a key player in the Zero Suicide coalition. Through this coalition we have supported the school district Hope weeks and other community efforts. SJC promotes the effort with the SafeUT app and the Utah Crisis Line.

Internally, SJC has created a way to identify those clients who might be at a higher risk of suicidal ideation. If clients miss an appointment a MCOT team member reaches out as a friendly check in. SJC identifies clients that may have needs based on the OQ/YOQ answers and therapist recommendation. Additionally, SJC has access to gun safes that are free of charge to any

presenting with the need.

SJC staff are ASIST trained, Safe Talk Trainind and utilize the Columbia Suicide Assessment measure as a screening tool. Staff have also been trained in the administration of CAMS. We also hold a semi-annual suicide related training through our legal counsel to ensure we are documenting properly (legal standpoint) who trains on the SAVRY related to youth and suicide. Our therapists look at the monthly OQ and conduct additional screenings when necessary and add clients to the warning list in our EHR. As part of session protocol, they also explicitly inquire on suicide related thoughts/behaviors and use EBP when present. They also create a safety plan as does our MCOT team whenever anything related to suicide and/or safety is present.

**Identify at least one staff member with suicide prevention responsibilities trained in the following OSUMH Suicide Prevention programs. If a staff member has not yet been identified, describe the plan to ensure a staff member is trained in the following:**

1. **Suicide Prevention 101 Training**
2. **Safe & Effective Messaging for Suicide Prevention**
3. **Suicide Prevention Gatekeeper training, such as Question-Persuade-Refer (QPR), Mental Health First Aid (MHFA), Talk Saves Lives or Applied Suicide Intervention Skills Training (ASIST)**

Our MCOT supervisor and Clinical Director oversee and ensure compliance is met for those they supervise related to the responsibilities. At least one member of our clinical and MCOT teams are required to take these training sessions. We are small enough that we want all to take these trainings regardless of their primary assigned role. Our prevention coordinator also takes these trainings.

**Describe all current strategies in place in suicide postvention including any grief supports. Describe your plan to coordinate with Local Health Departments and local school districts to develop a plan that identifies roles and responsibilities for a community postvention plan aligned with the Utah Suicide Coalition for Suicide Prevention Community Postvention Toolkit. Identify existing partners and intended partners for postvention planning. If available, please attach a localized suicide postvention plan for the agency and/or broader local community or link to plan.**

SJC has been involved with postvention services with individual families as requested by families or community partners. SJC's MCOT team has worked closely with local law enforcement agencies to provide warm handoffs. The Zero Suicide Coalition has created postvention kits to offer to those in need. SJC will offer grief support groups and individual sessions as needed.

MCOT is reconnecting with all identified community partners to re-educate, connect, and collaborate.

We also meet monthly with the school district in a standalone meeting as well as through ICC/SJCPAC to ensure collaboration. SJC has a therapist in the school regularly and meets with school counselors/admin on a regular basis.



For Local Authorities participating in the Garrett Lee Smith State Youth Suicide Prevention and Early Intervention Grant Program or the Project AWARE grant, summarize your implementation plans for implementing skill based programming, gatekeeper training, community or school based screening activities, and crisis follow up services after inpatient or emergency department visits. (note: this can be done in the box below, or by linking/attaching your most current report).

For those not participating in either of these grant programs, please indicate "N/A" in the box below.

N/A

For Local Authorities participating in the Comprehensive Suicide Prevention grants describe your implementation plans for primary prevention programs, suicide intervention supports including gatekeeper training, and community postvention planning. (note: this can be done in the box below, or by linking/attaching your most current report).

If any of the following project deliverables are currently available, please link them here or attach them to your submission.

1. By year 2, funding recipients shall submit a written comprehensive suicide prevention plan that is in alignment with the Utah Suicide Prevention State Plan and by year 2, funding recipients shall submit a written postvention response plan and communication protocol for their organization.
2. By year 3 funding recipients shall submit a written community postvention response plan.

For those not participating in this project, please indicate, "N/A" below.

N/A

## 20) Justice Treatment Services (Justice Involved)

*Thom Dunford*

What is the continuum of services you offer for justice-involved clients and how do you address reducing criminal risk factors?

**Please consider 2025 HB0039:**

**(8)(a)The department shall coordinate with a local mental health authority to complete the requirements of this Subsection (8) for an offender who:**

**(i)is a habitual offender as that term is defined in Section 77-18-102;**

**(ii)has a mental illness as that term is defined in Section 26B-5-301; and**

**(iii)based on a risk and needs assessment:**

**(A)is at a high risk of reoffending; and**

**(B)has risk factors that may be addressed by available community-based services.**

**(b)For an offender described in Subsection (8)(a), at any time clinically appropriate or at least three months before termination of an offender's parole or expiration of an offender's sentence, the department shall coordinate with the Department of Health and Human Services and the relevant local mental health authority to provide applicable clinical assessments and transitional treatment planning and services for the offender so that the offender may receive appropriate treatment and support services after the termination of parole or expiration of sentence.**

**(c)The local mental health authority may determine whether the offender:**

**(i)meets the criteria for civil commitment;**



<p>(ii)meets the criteria for assisted outpatient treatment; or</p> <p>(iii)would benefit from assignment to an assertive community treatment team or available community-based services.</p> <p>(d)Based on the local mental health authority's determination under Subsection (8)(c), the local mental health authority shall, as appropriate:</p> <p>(i)initiate an involuntary commitment court proceeding;</p> <p>(ii)file a written application for assisted outpatient treatment; or</p> <p>(iii)seek to have the offender assigned to an assertive community treatment team or available community-based services.</p> <p>A "habitual offender" is an individual who:</p> <p>(a)(i)has been convicted in at least five previous cases for one or more felony offenses in each case; and</p> <p>(ii)the conviction for each case referred to in Subsection (10)(a)(i) occurred within the five-year period immediately preceding the day on which the defendant is convicted of the new felony offense before the court:</p>
<p>Justice involved clients have access to the full continuum of services provided by SJC when individuals are living in a community setting. SJC utilizes BDT to address criminogenic risk factors. The majority of justice referred individuals are referred for substance use that may also have a co-occurring disorder requiring mental health services.</p> <p>We will do a civil commitment evaluation as well as any other appropriate assessment and assist in furnishing access to the outlined services (if available in our county. We will refer (as necessary/appropriate) to outside entities as we identify things that are not available in our county.</p>
<p><b>Describe how clients are identified as justice involved clients</b></p>
<p>Mental health assessments ask individuals if they have been compelled e.g., court ordered for mental health treatment</p>
<p><b>How do you measure effectiveness and outcomes for justice involved clients?</b></p>
<p>SJC utilizes current SAMHIS data that is submitted to the Office by SJC. Decreasing criminal and legal system involvement is a key outcome.</p>
<p><b>Identify training and/or technical assistance needs.</b></p>
<p>Training on the LS-RNR for Agency staff.</p>
<p><b>Identify a quality improvement goal to better serve justice-involved clients.</b></p>
<p>SJC implements the LS-RNR to better serve justice involved clients.</p>
<p><b>Identify the efforts that are being taken to work as a community stakeholder partner with local jails, AP&amp;P offices, Justice Certified agencies, and others that were identified in your original implementation committee plan.</b></p>
<p>SJC has a good working relationship with jails, AP&amp;P offices, and law enforcement agencies. SJC will continue to work with community stakeholders on an ongoing basis.</p>



**Identify efforts being taken to work as a community stakeholder for children and youth who are justice involved with local DCFS, JJYS, Juvenile Courts, and other agencies.**

SJC works with the local ICC to coordinate staffings. SJC regularly meets with DCFS, Children Justice Centers, and JJS.

## 21) Specialty Services

*Pete Caldwell*

**If you receive funding for a speciality service outlined in the Division Directives (Operation Rio Grande, SafetyNet, PATH, Behavioral Health Home, Autism Preschools), please list your approach to services, how individuals are identified for the services and how you will measure the effectiveness of the services. Include any planned changes in programming or funding. If not applicable, enter NA.**

N/A

## 22) Disaster Preparedness and Response

*Jennifer Hebdon-Seljestad*

**Outline your plans for the next three years to:**  
**Identify a staff person responsible for disaster preparedness and response coordination. This individual shall coordinate with DHHS staff on disaster preparedness and recovery planning, attending to community disaster preparedness and response coalitions such as Regional Healthcare Coordinating Councils, Local Emergency Preparedness Committees (ESF8), and engage with DHHS in a basic needs assessment of unmet behavioral health disaster needs in their communities.**

**In addition, please detail plans for community engagement, to include partnership with local councils and preparedness committees as well as plans for the next three years for staff and leadership on disaster preparedness (to include training on both internal disaster planning and external disaster preparedness and response training). Please detail what areas your agency intends to focus on with training efforts and timeline for completing training.**

Executive Director - Tammy Squires. SJC coordinates regularly with San Juan County Emergency Management Coordinator. SJC admin is involved with county wide emergency plans. We have two therapists that will be getting certified as Disaster Recovery Counselors

## 23) Required attachments

- **List of evidence-based practices provided to fidelity and include the fidelity measures.**  
*For questions - Cody Northup*
- **Disaster Preparedness and Recovery Plan to coordinate with state, regional, and local partners in Disaster Preparedness Planning and Supporting Disaster Behavioral Health Response.** *For questions - Jennifer Hebdon-Seljestad*
- **A list of metrics used by your agency to evaluate client outcomes and quality of care.**  
*For questions - Pam Bennett*
- **A list of partnership groups and community efforts (ie. Multi-Agency Coordinating Committees, Regional Advisory Councils, High Fidelity Wraparound teams, Local Interagency Councils, Local Recovery Community, Peer Advocacy Groups, County Attorney, Law Enforcement, Local Education Agencies, Courts including Mental Health Court, Regional Healthcare Coalitions, Local Homeless Councils, State and Local**

government agencies, and other partnership groups relevant in individual communities) *For questions - Cody Northup*

- As per HB0199, provide an inclusive list of providers of mental health services for individuals within the local mental health authority jurisdiction, in a form and format usable by a first responder. *For questions - Pam Bennett*



# San Juan County

## FORM B - SUBSTANCE USE DISORDER TREATMENT BUDGET NARRATIVE

### 3 Year Plan (2024-2026)

**Local Authority:** San Juan County

#### Instructions:

In the cells below, please provide an answer/description for each question. **PLEASE CHANGE THE COLOR TO BLUE, OF SUBSTANTIVE NEW LANGUAGE INCLUDED IN YOUR PLAN THIS YEAR!**

#### 1) Early Intervention

*Program Manager*

**Holly Watson**

**Describe local authority efforts you propose to undertake over the three year period to provide for individuals convicted of driving under the influence, a screening; an assessment; an educational series; and substance abuse treatment as required in Utah Code § 17-43-201(5)(m).**

San Juan Counseling provides the Prime For Life 16-hour class on an as needed basis. This class is provided to individuals 18 and older. All PRI participants must complete Substance Use Screening and Assessment (if indicated) before participating in the class. Those meeting the criteria for treatment after an assessment will be referred to a therapist for outpatient treatment

**Identify evidenced-based strategies designed to intervene with youth and adults who are misusing alcohol and other drugs.**

San Juan Counseling substance use clinicians are trained in multiple substance use screeners and in Motivational Interviewing, an evidenced-based intervention designed for use with youth and adults struggling with substance use.

**Describe work with community partners to implement brief motivational interventions and/or supportive monitoring in healthcare, schools and other settings.**

SJC regularly meets with local school social workers and principals to identify needs and referrals to services

**Describe any outreach and engagement efforts designed to reach individuals who are actively using alcohol and other drugs.**

SJC participates in community wellness fairs to educate the community and individuals of our services. SJC routinely reaches out to local medical providers to discuss resources. SJC has continual conversations with judges and law enforcement agencies for easy referral processes.

**Describe effort to assist individuals with enrollment in public or private health insurance directly or through collaboration with community partners (healthcare navigators or the Department of Workforce Services) to increase the number of people who have public or private health insurance.**



Front desk staff and case managers have all been trained on how to apply for Medicaid. During the intake process front desk staff are noting those whose income is under Medicaid eligibility guidelines. Clients are offered help from front desk staff and/or case managers to apply for Medicaid. Additionally, the front desk checks with unfunded clients periodically to encourage them to pursue various funding sources. When appropriate our FPS has helped.

**Describe activities to reduce overdose.**

1. educate staff to identify overdose and to administer Naloxone;
2. maintain Naloxone in facilities,
3. Provide Naloxone kits, education and training about overdose risk factors to individuals with opioid use disorders and when possible to their families, friends, and significant others.

SJC provides Naloxone and training on administration to clients and families. Naloxone is also located in all San Juan Counseling's facilities. All staff are trained yearly on administering Naloxone and emergency procedures. SJC is also providing Fentanyl testing kits.

**Describe how you measure or determine success of these programs or services? Please identify and define measures and benchmarks you are working to achieve.**

This past year at least three overdoses have been reversed through the use of Naloxone.

**2) Ambulatory Care and Withdrawal Management (Detox) ASAM IV-D, III.7-D, III.2-D, I-D or II-D)**

**Shanel Long**

**Describe the activities you propose to undertake over the three year period to assist individuals prevent/alleviate medical complications related to no longer using, or decreasing the use of, a substance. For each service, identify whether you will provide services directly or through a contracted provider. Please list all contracted providers.**

There are no hospitals in San Juan County specializing in inpatient detoxification. Local hospitals only provide acute care to stabilize a chemically intoxicated patient needing hospitalization. Once stabilized, a detox client is referred to out of county facilities licensed to work with detox clients. In some selective low risk scenarios San Juan Counseling will coordinate with local medical providers to provide outpatient detoxification, negating the need for hospitalization. Transportation for inpatient services is usually the responsibility of the family unless the client is a threat to himself or to others. In these cases the San Juan County Sheriff's Department provides transportation. Unless the client has a funding source, which is rare, available funds are used to help clients access care as soon as possible and then other sources of income must be accessed to sustain their care. When the client has completed treatment, San Juan Counseling coordinates their aftercare. The majority of clients referred by San Juan Counseling for inpatient services return to the county for follow-up care. The bulk of our clients needing detoxification services have been sent to Provo Canyon Behavioral in Orem, UT. This facility has worked well for us and it is anticipated that they will continue to be a resource in the future. Mountain View Hospital also provides inpatient detoxification services. They have expressed a desire to receive referrals and will be used as needed.

**If this service is not provided by the Local Authority, where are individuals accessing this level of care when needed? Who in your community provides this service? How is the service paid for?**



There are no hospitals in San Juan County that specialize in inpatient detoxification. In a small percentage of cases, Provo Canyon Behavioral Hospital has provided detoxification services for dual diagnosis clients. In most of these cases, the client is unfunded and the service is provided at no charge, based on our business relationship with Provo Canyon. We anticipate Medicaid expansion will lead to more substance use clients being funded. Because the nearest in-stated detoxification unit is 5 hours away, transportation is often a significant barrier, particularly if the client is not acutely suicidal which then precludes transportation by civil commitment by the San Juan County Sheriff. [We have started to utilize Castleview more for their closer access and relationship with and proximity to Four Corners Behavioral Health.](#)

### 3) Residential Treatment Services: (ASAM III.7, III.5, III.3, III.1)

Shanel Long

**Describe the activities you propose to undertake over the three year period and identify where services will be provided. Identify whether you will provide services directly or through a contracted provider. Please list all contracted providers and identify the population served (Men, Women, Youth).**

There are no residential facilities in San Juan County. San Juan Counseling refers clients needing this level of care to facilities outside of the county. SJC utilizes several facilities in the 4 Corners Region that provide residential services and maintains collaborative working relationships with a number of such facilities. We have sent people to NCI in Gallup, an organization that has funds available for Navajos, Salvation Army Residential Treatment in Grand Junction, and Denver, Colorado, and Phoenix, Arizona. Odyssey House and House of Hope is also a possibility for those needing residential services. Native American clients are eligible for other programs such as Red Pines Residential Treatment in Fort Duchesne, Utah. Youth are most often referred to Odyssey House. Navajo and Ute youth have an additional option of two IHS funded facilities in the region: Nevada Skies Youth Wellness Center in Reno, NV (males only) and Desert Visions Youth Wellness Center in Sacaton, AZ (males and females.) San Juan Counseling currently has a contract with Odyssey House for residential services. Other contracts are provided on a case-by-case basis.

The client's progress is monitored and after-care services are offered by San Juan Counseling at the time of discharge.

Most residential programs utilized by San Juan Counseling clients are at least 2 months in duration, with some needing residential care for up to 6 months. Updated ASAM's are required monthly. With no such facilities available in San Juan County, efforts are made to find a facility that best suits the needs of each client.

### 4) Treatment for Opioid Use Disorder (OTP-Methadone)

VaRonica

Little

**Describe the activities you propose to undertake over the three year period and identify where services will be provided. Identify whether you will provide services directly or through a contracted provider. Please list all contracted providers and summarize the services they will provide for the local authority. If you plan to use SOR funding please identify how you will implement GPRA initial, 6-month and discharge requirements.**

Clients requiring methadone treatment are referred to a facility certified to provide outpatient Methadone treatment. Methadone maintenance clients are rare in San Juan County and the



majority of the Opioid maintenance/replacement clients we see are being treated by the APRN employed by the agency. Some of these clients are referred by local medical practitioners

**Describe how you measure or determine success of these programs or services? Please identify and define measures and benchmarks you are working to achieve.**

N/A

**5) Medications for Opioid Use Disorder-(Vivitrol, Naltrexone, Buprenorphine) VaRonica Little**

**Describe activities you propose to undertake over the three year period to ensure community members have access to MOUD treatment, specific types of treatment and administration, and support services for each? If you plan to use SOR funding please identify how you will implement GPRA initial, 6-month and discharge requirements for these services.**

An APRN employed by the agency will continue to provide these medications as needed to clients needing and interested in medication assisted treatment. All clients receiving a substance use evaluation receive written material describing MAT that includes an encouragement to inquire about this option if they believe such treatment would benefit them. In addition, SJCC reviews our client database periodically in search of clients with a diagnosis that could potentially be treated with MAT to ensure all clients who might benefit are given a chance to discuss this option with their therapist. Currently we are not using any contracted providers

**Describe how you measure or determine success of these programs or services? Please identify and define measures and benchmarks you are working to achieve.**

Not utilizing SOR funding

**6) Outpatient (Non-methadone – ASAM I)**

**Shanel Long**

**Describe the activities you propose to undertake over the three year period and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider. Please list all contracted providers.**

Because the number of outpatient substance use clients who attend fluctuates, the majority of outpatient substance use counseling takes the form of individual therapy sessions. If however a client is assessed to be high risk / high need, he/she may be considered for inclusion in the ongoing group therapy provided for drug court clients. Current drug court programming includes Moral Reconnection Therapy (MRT), Seeking Safety, parenting skills, relationships skills and the Helping Men / Women Recover programs.

SJCC has two practitioners whose primary responsibility is to provide outpatient substance use treatment. Two are licensed clinicians (one male, the other female).

Newly referred substance use clients first meet with our recovery support coordinator to complete the Risk and Needs Triage (RANT) and begin the Daily Living Assessment (DLA-20). This contact is intended to help establish rapport between the client and the RSC who is available to provide case management services and skills development services for court involved clients.



The American Society of Addiction Medicine criteria (ASAM) is completed for all clients who present with a primary substance use diagnosis to assist with a treatment recommendation (e.g residential, outpatient, etc.).

General outpatient substance use programs are for both individuals who are voluntary and court ordered. The programs provide a less restrictive environment with the possibility of three to four hours of programming hour per week. These individuals are functioning at a level that allows them to continue to work and function within their homes without a large amount of supervision or hours of treatment. San Juan Counseling refers to this type of programming as general outpatient as compared to intensive outpatient programming that is more intense in nature. All San Juan County residents are eligible for services either as a voluntary client or court-ordered.

Therapeutic interventions for children in custody of women in treatment to address their developmental needs and issues of sexual and physical use. Neglect is also addressed in individual therapy. Generally these issues are staffed and seen by the therapist best qualified to deal with the problem. As needed, case management and transportation services are provided to ensure that women and children have access to appropriate medical and mental health support services. Case management and be provided by the Peer Support Specialist.

SJC encourages substance use clients to attend 12-step meetings on a regular basis. Several such groups are available at various locations throughout the county.

Currently we are not using any contracted providers

#### 7) Intensive Outpatient (ASAM II.5 or II.1)

Shanel Long

**Describe the activities you propose to undertake over the three year period and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider. Please list all contracted providers.**

San Juan Counseling has recently launched (04/14/25) an adult SUD/dual diagnosis IOP that is run exclusively through SJCC.

#### 8) Recovery Support Services

Thom Dunford

**Describe the activities you propose to undertake over the three year period and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider. For a list of RSS services, please refer to the following link:**  
<https://sumh.utah.gov/services/recovery-supports/recovery-resources>

San Juan Counseling supports 12-step programs like AA and similar faith-based groups. There are currently six 12-step meetings held weekly in Blanding and one in Monticello. One weekly group meets in the San Juan Counseling building.

SJC has recently remodeled a home in the prospect of opening a sober living facility. SJC is working through policies and procedures and licensing requirements and hopes to open the facility in summer of 2024.



WE are still working on sober living but have recently hired a CPSS and can offer more access to RSS. We have launched an IOP program also.

**Describe how you measure or determine success of these programs or services? Please identify and define measures and benchmarks you are working to achieve.**

Use TEDS data as identified on the Scorecards and is beginning to use the SURE in May of 2023. We are also creating a follow up survey that is administered post program that will help us determine areas of improvement and can be used as information to determine outcomes.

#### 9) Peer Support Services-Substance Use Disorder

Thom Dunford

**Describe the activities you propose to undertake over the three year period to undertake and identify where services are provided. For each service, identify whether you will provide services directly or through a contracted provider.**

We have hired a PT CPSS

**Describe how clients are identified for Peer Support Specialist services. How is the effectiveness of the services measured?**

The Center uses TEDS data and in May 2023 implemented the SURE

#### 10) Quality & Access Improvements

Shanel Long

**Describe how you will increase access to treatment services. Is there a waiting list for certain levels of care? What interim or contingency services are available to individuals who may be on a wait list?**

SJC has an outpatient substance use treatment group during the lunch hour on Wednesdays. SJC has incorporated a journaling class given to the day treatment population led by a case manager. SJC offers services after 5:00 to increase access to working individuals.

SJCC does not currently have any clients on a waiting list for any level of care. If a waiting list was implemented we would work to get clients into meet with a case manager who would work with linking clients to Recovery Supports and other resources as appropriate.

**Please describe policies for improving cultural responsiveness across agency staff and in services, including "Eliminating Health Disparity Strategic Plan" goals with progress. Include efforts to document cultural background and linguistic preferences, incorporate cultural practice into treatment plans and service delivery, and the provision of services in preferred language (bilingual therapist or interpreter).**

SJC seeks to be culturally responsive including integrating culture in treatment where possible. Efforts include but are not limited to the following:

Asking about culture and important aspects of personal culture during assessments and ongoing treatment.

Where possible, matching client needs with a provider of their choice.



Providing translation services that are funded.

Providing training and education opportunities for providers and general staff.

Annually, analyze data of clients being served to identify any changes in demographics, languages, etc., that may necessitate increased discussions and implementations related to health disparities and cultural responsiveness.

Continued efforts and coordination with the Navajo Nation and UNHS.

**Service Capacity: Systemic approaches to increase access in programs for clients, workforce recruitment and retention, Medicaid and Non-Medicaid funded individuals, client flow through programming. Please describe how the end of the Public Health Emergency and subsequent unwinding is expected to impact the agency's services and funding.**

SJC continues to see high demand for services especially for therapy and medications. We are currently fully staffed on the therapist side and are collaborating with community partners and the community at large to make them aware of this change.

SJC hopes to continue to provide basic services as resources allow, as well as expand services.

**Describe efforts to respond to community feedback or needs. Describe your participation with key community partners (e.g.: Multi-Agency Coordinating Committees, Regional Advisory Councils, High Fidelity Wraparound teams, Local Interagency Councils, Local Recovery Community, Local Homeless Coordinating Committees, Peer Advocacy Groups, County Attorney, Law Enforcement, Local Education Agencies, Courts, Regional Healthcare Coalitions, and other partnership groups relevant in individual communities) shall occur consistently.**

SJC has a website at [www.sanjuanc.org](http://www.sanjuanc.org) that provides a description of the services provided at the center. The admin team meets regularly to discuss community feedback and/or needs. With open communication between all workers and supervisors we work to meet needs. Administration meets regularly with law enforcement, city leaders, county leaders, agency partners to work through issues as they arise.

We are actively involved in coalitions and inter-agency collaborations that lead to our community partners knowing about our services and referring their clients as needed. Our prevention coordinator is very involved in the community.. We are routinely coordinating with the behavioral health department at Utah Navajo Health Systems (a Federally Qualified Health Center on the Navajo Reservation) with services that are available.

**What evidence-based practices do you provide (you may attach a list if needed)? Describe the process you use to ensure fidelity?**

SJCC provides the following EBP's relative to substance use treatment: Motivational Interviewing, Mind Body Bridging, Seeking Safety and Moral Reconation Therapy. SJC continues to provide therapists with an annual training budget and paid days to access training related to substance use disorders, trauma, etc. Trainings are screened for content and approved by the Clinical Director.



SJC is committed to taking a reasonable approach to evidence based implementation and fidelity. This includes being committed to three major agency practices that can be sustained and that will benefit a higher number of individuals. SJC is funding training and where possible required consultation. Minimal fidelity checks will be provided as resources allow. Quality and fidelity are important. However, the reality is that a realistic balance is needed unless we are prepared to sacrifice more access. SJC appreciates the efforts of the Office of Substance Use and Mental Health in the area of evidence based practices. This is a system issue and will require financial and additional clinical resources and funding to mitigate the impact on access and other community service demands. SJC supports realistic implementation and fidelity efforts within the current resources available.

**Describe your plan and priorities to improve the quality of care.**

SJCC has two therapists, both licensed as LCSWs, who provide the bulk of the substance use treatment services for adult clients. Both receive weekly clinical supervision. Therapists providing school based services will also receive weekly supervision that will include discussion of clients with substance use disorders.

Additionally, the substance use disorder team meets weekly with the clinical director to staff, coordinate, and train in substance use related topics.

**Describe your agency plan in utilizing telehealth services. How will you measure the quality of services provided by telehealth?**

SJC is utilizing telehealth based services through Zoom, Skype for Business, or our 3CX platform. SJC provides individual therapy, drug court groups, other groups, respite, medication management, and case management through telehealth.

SJC hopes to measure the quality of services provided in the same manner as in person services. This includes OQ/YOQ mobile administration when possible and survey participation.

**What outcome measures does your agency use to address substance use services? How often does your agency review data and outcome measures? How do you identify if services are effective, efficient and improving lives? I.e., How much did we do? (Quality), How well did we do? (Quality) and Is anyone better off? (Impact).**

We have implemented the SURE which is administered monthly as well as reviewed monthly. We also utilize the ASAM

**11) Services to Persons Incarcerated in a County Jail or Correctional Facility Thomas Dunford**

**Describe the activities you propose to undertake over the three year period and identify where services will be provided. For each service, identify whether you will provide services directly or through a contracted provider, and how you will coordinate with the jail to ensure service delivery is adequate.**

San Juan Counseling staff visit incarcerated potential drug court clients to conduct the RANT and ASAM measure in order to assess general appropriateness for the Drug Court group. We also utilize the LS-RNR when deemed appropriate. SJC provides additional services to the county jail and to Canyonlands Juvenile Justice Center as requested.



In high acuity cases, SJC provides individual therapy and medication management in the jail.

**Describe any significant programmatic changes from the previous year.**

None

**Describe current and planned activities to assist individuals who may be experiencing withdrawal (including distribution of Naloxone) while incarcerated or any efforts to use Medication-assisted treatment within a county jail or Prison. Identify all FDA approved medications currently provided within the jail(s).**

Our APRNs provide emergency psychiatric evaluations, typically over video conferencing, for inmates experiencing acute withdrawal from opioids while incarcerated.

**The SAPT block grant regulations limit SAPT expenditures for the purpose of providing treatment services in penal or correctional institutions of the State. Please identify whether your County plans to expand SAPT block grant dollars in penal or correctional institutions of the State.**

Our County does not use SAPT block grant dollars to provide treatment in penal or correctional institutions

## 12) Integrated Care

Shanel Long

**Describe your partnerships with local Health Departments, accountable care organizations (ACOs), federally qualified health centers (FQHCs) and other physical health providers. Please include a list of community agencies you partner with to provide integrated services.**

San Juan Counseling has positive, professional relationships with all primary care organizations in the county, including the four FQHC clinics. Services and referrals are coordinated between agencies and therapists. SJC also works closely with the Health Department on many aspects including distribution of Naloxone kits. In December 2017, San Juan Counseling relocated its main office to one shared with the San Juan Health Clinic and San Juan County Health Department. This has resulted in a moderate increase in client referrals from both agencies compared to when we were housed separately. [We have formalized a referral process with these entities and can walk clients directly to their facilities to set appointments. They also can do the same.](#)

**Describe your efforts to integrate care and ensure that children, youth and adults have both their physical and behavioral health needs met, including screening and treatment and recovery support. Identify what you see are the primary barriers to implementing integrated care at your agency and your efforts to overcome those barriers. Please also describe how you will provide education and referrals to individuals regarding physical health concerns (i.e., HIV, TB, Hep-C, Diabetes, Pregnancy).**

In the fall of 2017, we relocated our main office to a newly constructed building that we share with the San Juan Health District medical clinic and the San Juan County Health Department. We believe this creates increased integration as clients/patients visiting any of the three agencies will be placed in proximity to all. Providers at each agency have easy access to one another when acute



client needs arise as well as in more routine instances.

At intake, all clients at San Juan Counseling are asked to complete a medical history to identify possible health concerns, including tobacco use history. This is then reviewed by the clinician with a referral made to a medical provider as needed.

With the increased use of MAT by local physicians, we have received several referrals for clients being treated with Suboxone. These clients have in every case been willing to allow communication between their therapist and physician. We will continue to invite these clients to sign a release of information to allow this communication.

Our ARPN team at San Juan Counseling provides robust evaluations and follow up care for all their patients. Our ARPN's and the full-time LPN assistant, routinely check client vital signs and other health indicators which are included in the E/M notation.

Our LPN that meets with patients provides education to individuals regarding their physical health concerns. If needed the nurse will assist patients with physical appointments and will walk the patient to the appropriate agency to get needs met. San Juan Public Health and San Juan Clinic are located just outside our lobby and coordination/referral is a simple process now.

**Describe your efforts to incorporate wellness and wellness education into treatment plans for children, youth and adults. Please consider social determinants of health in your response.**

Client medical and dental needs are regularly and routinely monitored for all SMI clients involved with our adult day treatment program. Our current policy and practice is for a case manager to attend medical appointments with clients the majority of the time to help ensure any needed coordination and communication occurs with the medical provider.

Our adult day treatment program also invites nurses from the health department and providers from other agencies to present health and wellness information to our SMI clients as part of the psychosocial rehabilitative services provided there. Topics include safe sex practices, disease prevention, health diet practices and the like.

All mental health and substance use clients, including youth-in-transition, youth and children, who complete an intake packet for mental health services also complete a medical history form that asks them to indicate their HIV, TB, Hep-C, diabetes, and pregnancy status. This is then followed-up on as part of intake and early treatment. We have routinely referred clients for follow-up with their medical provider when concerns in these areas are indicated or suspected.

**Describe your plan to reduce tobacco and nicotine use in FY2024, and how you will maintain a *nicotine free environment* at direct service agencies and subcontracting agencies. For ongoing engagement, it is recommended to use an evidence-based nicotine dependence tool such as the *Fagerstrom scale*. SUD Target= reduce nicotine use to 4.8 in 2021 in TEDs.**

During the intake process each client is asked to report their smoking history and to indicate whether they are interested in tobacco cessation programming and resources. Their answers are recorded in their EHR. When indicated, smoking cessation becomes part of the therapeutic process. SMI clients who smoke are encouraged to attend smoking cessation classes. Clients are informed of our smoke-free policy during the intake process and by prominently posted signs.



All agency clients have access to medicated assisted therapies for tobacco use through SJC's on-site medical provider.

SJC currently has a committee that meets monthly to discuss tobacco cessation efforts. The committee consists of the medical director, clinical director, RN, day treatment supervisor and two MSW-level clinicians.

In FY2021 SJC trained four employees to provide the "Dimensions" group. The group has been offered to all San Juan County residents, free of charge. It is offered in person or through video conference. SJC will continue to run this group regularly through FY2024

**Quality Improvement: What education does your staff receive regarding health and wellness for client care including children, youth and adults?**

We conduct and complete several trainings in house as well as from outside entities regarding the latest research and direction in the field regarding the continuity of care for our clientele. These trainings are conducted regardless of the capacity in which the individual is employed

**Describe how you measure or determine success of these programs or services? Please identify and define measures and benchmarks you are working to achieve**

Health can be individually measured as documented in the EHR and in some cases will include vitals, blood tests, etc. Especially when evals are provided by our ARPN's. SJC uses the DLA-20 for the SUD population

### 13) Women's Treatment Services

Rebecca King

**Describe the evidence-based services provided for women including gender-specific substance use disorder treatment and other therapeutic interventions that address issues of trauma, relationships, sexual and physical abuse, vocational skills, networking, and parenting.**

SJC has instituted a Seeking Safety group that is specific to women with Substance Use Disorders. The seeking safety group addresses the relationship between trauma and substance use. This group meets weekly. We are in the process of introducing the Seeking Safety curriculum as a group at our day treatment program for SMI adults. Additionally, many of our providers have received training in trauma informed care. San Juan Counseling staff has met with victim advocates from Seekhaven and Utah Navajo Health Systems (UNHS) and coordinate services as needed for women in domestic violence related crises. Women in need of residential substance use treatment are referred to House of Hope and Odyssey House. SJCC has a contract with Odyssey House and contracts on a case-by-case basis with House of Hope. SJCC has also facilitated placement at Red Pine Treatment Center in Fort Duchesne, UT for Ute and Navajo clients.

SJC has recently forged a relationship with Gentle IronHawk shelter as a local resource

**Describe the therapeutic interventions for children of clients in treatment that addresses their developmental needs, their potential for substance use disorders, and their issues of sexual and physical abuse and neglect. Describe collaborative efforts with DCFS for women**



**with children at risk of, or in state custody.**

SJC has a trauma certified therapist that can work with all forms of trauma and is in the process of training more clinicians in EB trauma protocols. We also help facilitate a CRAFT group through collaboration with USARA and meet monthly with DCFS to discuss treatment plans, and staff cases under their jurisdiction. SJC is in the process of putting together a curriculum and gauging interest in a women's specific trauma group and works closely with the Gentle IronHawk shelter

**Describe the case management, child care and transportation services available for women to ensure they have access to the services you provide.**

SJC's Peer Support Worker and case managers work with families to provide case management and other services. Childcare and transportation are provided on an as needed basis.

**Describe any significant programmatic changes from the previous year.**

None

**Residential Women & Children's Treatment (WTX) (Salt Lake, Weber, Utah Co & Southwest Only)**

**Rebecca King**

**Identify the need for continued WTX funding in light of Medicaid expansion and Targeted Adult Medicaid.**

N/A

**Please describe the proposed use of the WTX funds**

**Describe the strategy to ensure that services provided meet a statewide need, including access from other substance abuse authorities**

**Submit a comprehensive budget that identifies all projected revenue and expense for this program by email to: bkelsey@utah.gov**

**Please demonstrate out of county utilization of the Women and Children's Residential Programs in your local area. Please provide the total number of women and children that you served from other catchment areas and which county they came from during the last fiscal year.**



**14) Adolescent (Youth) Treatment****Shanin Rapp**

**Describe services provided for adolescents and families. Please identify the ASAM levels of care available for youth.**

SJC provides .5 and 1 levels of care for youth with a substance use disorder. Motivational interviewing, drug testing (when appropriate), and CBT-informed therapy is available to youth in need of therapeutic intervention. Youth requiring high levels of care, such as residential treatment, are referred to Odyssey House or Navajo Regional Behavioral Health Center in Shiprock, NM.

Most of the youth we see are referred by the school. Those that do not require treatment are typically referred to their school counselor.

**Describe efforts to engage, educate, screen, recruit, and refer youth. Identify gaps in the youth treatment referral system within your community and how you plan to address the gaps.**

SJC receives the majority of our youth referrals from the San Juan School District (SJSJSD) and by self-referral, typically by the parents / guardians. Juvenile Justice Services also refer youth to services. SJC works closely with the school district in an effort to inform school counselors about the availability of SJC counselors in the school. SJC has made a point of having therapists in the schools on a predictable schedule so the referral process is clear and relatively easy to accomplish and have recently partnered with the school district on the AWARE grant they were recently awarded. In FY24, SJC and the SJSJSD will continue to work together to identify youth who are likely Medicaid eligible and help their parents / guardians navigate the application process

**Describe collaborative efforts with mental health services and other state child serving agencies (DCFS, DJJS, SOC, DSPD, Juvenile Court) and any significant programmatic changes from the previous year.**

No changes

**15) Drug Court****Holly Watson**

**Describe the Drug Court eligibility criteria for each type of specialty court (Adult, Family, Juvenile Drug Courts, etc). Please provide an estimate of how many individuals will be served in each certified drug court in your area.**

San Juan Counseling only has a Felony Drug Court. To be eligible an individual has to have drug related charges and they need to agree to enter the drug court program (take a plea in abeyance). Approval from all the drug court team is required before an individual will be admitted into the program. We estimate that we will serve 15 clients in the drug court program.

**Describe Specialty Court treatment services. Identify the services you will provide directly or through a contracted provider for each type of court (Adult, Family, Juvenile Specialty Courts, DUI). Describe your efforts to have Certified Peer Support specialists working with Drug Courts? How will you engage and assist individuals with Medicaid enrollment**



**throughout their episode of care.**

San Juan County Drug Court participants are given individual and group therapy according to their needs. Our Drug Court Coordinator provides some case management, but the primary responsibility falls upon the tracker/case manager who is a sheriff's office employee. The front desk at SJC routinely monitors clients' income levels and they will provide assistance to help individuals enroll in Medicaid

**Describe the MAT services available to Specialty Court participants. Please describe policies or procedures regarding use of MAT while in specialty court or for the completion of specialty court. Will services be provided directly or by a contracted provider (list contracted providers).**

Drug court participants are eligible for all MAT services that SJC provides. This is determined by individual participant needs. MAT services will be provided directly by SJC

**Describe your drug testing services for each type of court including testing on weekends and holidays for each court. Identify whether these services will be provided directly or through a contracted provider. (Adult, Family, Juvenile Specialty Courts, etc).**

Drug testing is done on a random basis for participants. Weekends and holidays are included on a random basis. Drug tests are administered in Blanding by SJC and in Monticello by the San Juan County Sheriff's Office

**List all drug court fees assessed to the client in addition to treatment sliding scale fees for each type of court (Adult, Family, Juvenile Specialty Courts, etc).**

San Juan Counseling only charges treatment sliding scale fees for drug court participants.

## 16) Justice Services

Thomas Dunford

**Describe screening to identify criminal risk factors.**

SJCC uses the Risk and Needs Triage (RANT) for all adult clients referred for a substance use evaluation.

SJC has recently been trained and on occasion administered the LS-RNR as a screening measure when necessary.

**Identify the continuum of services for individuals involved in the justice system. Identify strategies used with low risk offenders. Identify strategies used with high risk offenders to reduce criminogenic risk factors.**

Because the number of outpatient substance use clients who attend fluctuates, the majority of outpatient substance use counseling takes the form of individual therapy sessions. If however a client is assessed to be high risk / high need, he/she may be considered for inclusion in the ongoing group therapy provided for drug court clients. Current drug court programming includes Moral Reconciliation Therapy (MRT), Seeking Safety, parenting skills, relationships skills and the Helping Men / Women Recover programs.

SJCC has two practitioners whose primary responsibility is to provide outpatient substance use



treatment. Two are licensed clinicians (one male, the other female).

Newly referred substance use clients first meet with our recovery support coordinator to complete the Risk and Needs Triage (RANT) and begin the Daily Living Assessment (DLA-20). This contact is intended to help establish rapport between the client and the RSC who is available to provide case management services and skills development services for court involved clients.

The American Society of Addiction Medicine criteria (ASAM) is completed for all clients who present with a primary substance use diagnosis to assist with a treatment recommendation (e.g residential, outpatient, etc.).

The Prime for Life psychoeducation course whose ASAM indicates this to be an appropriate level of care

**Identify a quality improvement goal to better serve individuals involved in the criminal justice system. Your goal may be based on the recommendations provided by the University of Utah Criminal Justice Center in FY2020.**

The Utah Criminal Justice Center, following their evaluation of San Juan Counseling, made the recommendation that single-sex Drug Court groups should be created given that women's pathways to crime and substance use can vary from men's. Since this recommendation was made, San Juan Counseling has, for six months out of the yearlong group, separated the larger group into two single-sex groups. This allows for both the benefits to women of sex-specific programming, as outlined in research (Claus et al, 2007), as well as the benefits of combined-sex group work (increased empathy and understanding by male group members of the impact of substance use on the developing fetus and the pregnant woman, etc.). Additionally, the Center recommended tracking of program completion among substance use clients, with an aim of a success rate of 65%-85%. San Juan Counseling's Drug Court Program has a 70% completion rate and an 80% completion rate for group programming outside of drug court, with a plan to track client completion more formally.

**Identify coalitions, planning groups or councils (or other efforts) at the county level working to improve coordination and outcomes for adults involved in the justice system.**

SJC meets regularly with the San Juan County Drug Court Team which includes the County Attorney, Judge, Defense Attorney, AP&P, Case Manager, and SJC treatment staff. SJC is always willing to participate with AP&L or other probation services to coordinate care, improve services and supervision based on risk level. SJC's MCOT team regularly meets and coordinates with the San Juan County Sheriff's office to improve coordination

**Identify efforts as a community stakeholder for children and youth involved with the juvenile justice system, local DCFS, DJJS, Juvenile Courts, and other agencies.**

SJC administration attends all Regional Advisory Councils. SJC's clinical director meets monthly with the local DCFS office to coordinate services. SJC administration meets regularly with San Juan School District officials to coordinate services and school needs. SJC is a part of SJC-PAC which brings many community partners together for coordination. SJC is also a key player in the Zero



Suicide Coalition that brings partners together to discuss suicide prevention efforts in the community. SJC's clinical director meets quarterly with the Children's Justice Center. SJC administration attends all tables of six meetings that occur quarterly, which includes DCFS, Juvenile Court, JJS, etc.

**Describe how you measure or determine success of these programs or services? Provide data and outcomes used to evaluate Justice Services. Please identify and define measures and benchmarks you are working to achieve**

SJC uses current collected TEDS data including drug and alcohol use, arrests, successful completion of treatment, etc. Additional outcome measures may include the SURE and DLA-20.

**17)Suicide Prevention, Intervention & Postvention (ONLY COMPLETE IF NOT COMPLETED ON FORM A)**

**Describe all current activities in place in suicide prevention, including evaluation of the activities and their effectiveness on a program and community level. Please include a link or attach your localized suicide prevention plan for the agency.**

N/A

**Describe all currently suicide intervention/treatment services and activities including the use of evidence based tools and strategies. Describe your policies and procedures for suicide screening, risk assessment, and safety planning as well as suicide specific treatment and follow up/care transition services. Describe how clients are identified for suicide specific services. How is the effectiveness of the services measured?**

**Describe all current strategies in place in suicide postvention including any grief supports. Please describe your current postvention response plan, or include a link or attach your localized suicide postvention plan for the agency and/or broader local community.**

**Describe your plan for coordination with Local Health Departments and local school districts to identify roles and support implementation of a community postvention plan in alignment with the state Community Postvention Toolkit.**

**For Local Authorities participating in the Garrett Lee Smith State Youth Suicide Prevention and Early Intervention Grant Program summarize your implementation plans for implementing skill based programming, gatekeeper training, community or school based screening activities, and crisis follow up services after inpatient or emergency department visits. (note: this can be done in the box below, or by linking/attaching your most current report).**

**For those not participating in this grant program, please indicate "N/A" in the box below.**



For Local Authorities participating in the Comprehensive Suicide Prevention grants describe your implementation plans for primary prevention programs, suicide intervention supports including gatekeeper training, and community postvention planning. (note: this can be done in the box below, or by linking/attaching your most current report).

If any of the following project deliverables are currently available, please link them here or attach them to your submission.

1. By year 2, funding recipients shall submit a written comprehensive suicide prevention plan that is in alignment with the Utah Suicide Prevention State Plan and by year 2, funding recipients shall submit a written postvention response plan and communication protocol for their organization.
2. By year 3 funding recipients shall submit a written community postvention response plan.

For those not participating in this project, please indicate, "N/A" below.

For Local Authorities receiving mini grant funding for the Live On Utah statewide suicide prevention campaign, summarize your implementation and sustainability plans for the implementation of culturally appropriate suicide prevention messaging in your area.

For those not participating in this project, please indicate, "N/A" below.

# San Juan County

## GOVERNANCE & OVERSIGHT NARRATIVE

### 3 Year Plan (2024-2026)

**Local Authority:** San Juan County

**Instructions:**

In the cells below, please provide an answer/description for each question. **PLEASE CHANGE THE COLOR TO BLUE, OF SUBSTANTIVE NEW LANGUAGE INCLUDED IN YOUR PLAN THIS YEAR!**

**1) Subcontractor Monitoring**

**The DHS Contract with Mental Health/Substance Abuse Local Authority states: When the Local Authority subcontracts, the Local Authority shall at a minimum:**

- (1) Conduct at least one annual monitoring review of each subcontractor. The Local Authority shall specify in its Area Plan how it will monitor their subcontracts.**

**Describe how monitoring will be conducted, what items will be monitored and how required documentation will be kept up-to-date for active subcontractors.**

San Juan Counseling currently has one contract for inpatient services with Provo Canyon Behavioral Health. The review is conducted throughout the year when the claims are submitted to SJC for payment. SJC monitors and reviews all claims to include eligibility, authorization status, discharge summary/medical records and payment, by two individuals.

When new subcontracts are awarded San Juan Counseling's Director and Clinical Director will implement an appropriate yearly monitoring plan.



## San Juan County FORM C - SUBSTANCE USE PREVENTION NARRATIVE

### 3 Year Plan (2024-2026)

With the intention of helping every community in Utah to establish sustainable [Community Centered Evidence Based Prevention](#) efforts, fill in the following table per the instructions below.

Not every community will be at optimal readiness nor hold highest priority. This chart is designed to help you articulate current prevention activities and successes as well as current barriers and challenges. Please work with your Regional Director if you have questions about how to best report on your communities. For instructions on how to complete this table, please see the [Community Coalition Status Tool](#) here.

List every community in your area defined by one of the following:

1. serving one of the [99 Small Areas](#) within Utah
2. serving the communities that feed into a common high school
3. any other definition of community with OSUMH approval.

\*All "zero" or "no priority" communities may be listed in one row

CCEBP Community	CCEBP Community Coalition Status (see tool here)	Priority High Medium Low	Notes/ Justification of Priority	List of Programs Provided (if applicable)	Evidence Based Operating System (e.g. CTC, CADCA Coalition Academy, PROSPER)	Links to community strategic plan
MONTICELLO Monticello High School (MHS)	A4, A5 Recently completed a community mapping activity, designed to assess perceptions and needs regarding youth substance use - which will lead into our Community Readiness Assessment for 2023-2024. <b>We will have a community readiness assessment completed by September 30, 2024.</b> We completed two community readiness assessments. We were unable to obtain enough people to interview in each community so talked with a combination of people from throughout our county community. The assessments were from the Tri-Ethnic model and focused on marijuana and opioids.	Medium <b>High</b>	Monticello has an active youth group - as part of the San Juan County Youth Coalition that works under the SJCPAC Coalition umbrella but does not currently have enough capacity for a stand-alone coalition. We recently hired a part-time prevention specialist which will greatly enhance coalition building efforts in the Monticello community. Supporting their county youth coalition involvement is planting seeds for a local prevention coalition in the future. <b>Prevention Specialist is SAPS Training, CTC trained and nearing completion of NCA training. Has taken over the role of SJCPAC Coalition Secretary.</b> Our Prevention Specialist from the Monticello area moved to South Carolina in December of 2024. We have been unable to rehire a specialist until last week. We did hire the applicant but he has not started yet.	Let's Do This / Stoodis (Parents Empowered) Campaign. Guiding Good Choices / Strengthening Families Good Behavior Game @ Monticello Elementary. <b>We feel that this community priority is moving from medium to high.</b>	<del>Strategic Prevention Framework—working with prevention staff to implement CTC and CADCA Academy support—but prevention specialist in Monticello does not have that training.</del> <b>CTC, SPF, CADCA Academy CTC,</b>	

BLANDING San Juan High School (SJHS)	D3, D4c, D7 Community Readiness Assessment planned for 2023-2024. <b>Recently restructured coalition leadership, etc. We will have a community readiness assessment completed by September 30, 2024.</b> We completed two community readiness assessments. We were unable to obtain	High	Blanding has been the hub of the county-wide coalition (SJCPAC Coalition) for several years. Plans are to continue moving toward starting and supporting other local coalitions in various San Juan County communities. Supporting youth and coalition building activities.	Let's Do This / Stoodis (Parents Empowered) Campaign. Guiding Good Choices / Strengthening Families Good Behavior Game @ Blanding Elementary. <b>San Juan Family Challenge at Blanding Elementary School.</b> We have had a hard time engaging families in the parenting classes. Part of this is because two	CTC, SPF, CADCA Academy	<a href="https://docs.google.com/document/d/1m0xP4hvciteofd-Sq491tG---rVc1Cs4/e/dit">https://docs.google.com/document/d/1m0xP4hvciteofd-Sq491tG---rVc1Cs4/e/dit</a>
WHITE MESA (This community feeds into San Juan High School (SJHS) in Blanding.	A3, A4, A5	Low	Limited connection with White Mesa but working to support them in prevention strategies and efforts. SJCPAC Coalition is working with them to raise capacity for future coalition involvement.	Limited connection with White Mesa but working to support them in prevention strategies and efforts. SJCPAC Coalition is working with them to raise capacity for future coalition involvement.		
BLUFF This community feeds into San Juan High School (SJHS) in Blanding, as well as Whitehorse High School (WHS) in Montezuma Creek.	A3, A4, A5	Low	Very unique population, with retirees and new move-ins. One elementary school - and no secondary school in the community area. Continue to raise capacity for future coalition involvement.	Let's Do This / Stoodis (Parents Empowered) Campaign. Guiding Good Choices / Strengthening Families Good Behavior Game @ Bluff Elementary. <b>San Juan Family Challenge at Bluff Elementary School.</b> There is still implementation of the Good Behavior Game in the elementary school.		

MONTEZUMA CREEK	<p>A4, A5 Recently completed a community mapping activity, designed to assess perceptions and needs regarding youth substance use - which will lead into our Community Readiness Assessment for 2023-2024. <b>We will have a community readiness assessment completed by September 30, 2024.</b> We completed two community readiness assessments. We were unable to obtain enough people to interview in each community so talked with a combination of people from throughout our county community. The assessments were from the Tri-Ethnic model and focused on marijuana and opioids.</p>	Medium <b>High</b>	<p>High School UNITY (United National Indian Tribal Youth) Club works in tandem with SJ County Youth Coalition and is beginning to gather steam for youth coalition work in the community. Recently hired a part-time prevention specialist which will give us better hands on work in the community to help with prevention efforts. <b>Prevention Specialist is SAPS Training, CTC trained and nearing completion of NCA training.</b> Supporting youth coalition involvement to continue to plant seeds for a local prevention coalition. Works with SJCPAC Coalition.</p>	<p>Let's Do This / Stoodis (Parents Empowered) Campaign. <b>Guiding Good Choices / Strengthening Families Good Behavior Game @ Montezuma Creek Elementary.</b> Hoping to train new prevention specialist hired in this community to help implement these EB strategies more readily. <b>Prevention Specialist is trained in the Strengthening Families Instructor model.</b></p>		
MONUMENT VALLEY / OLJATO / MEXICAN HAT Area These communities feed into Monument Valley High School (MVHS).	<p>A4, A5 Recently completed a community mapping activity, designed to assess perceptions and needs regarding youth substance use - which will lead into our Community Readiness Assessment for 2023-2024. We completed two community readiness assessments. We were unable to obtain enough people to interview in each community so talked with a combination of people from throughout our county community. The assessments were from the Tri-Ethnic model and focused on marijuana and opioids.</p>	Medium - High	<p>High School UNITY (United National Indian Tribal Youth) Club works in tandem with SJ County Youth Coalition and is beginning to gather steam for youth coalition work in the community. We hired a part-time prevention specialist last year, which has given us a much better presence in the community to help with prevention efforts. <b>Prevention Specialist is SAPS Training, CTC trained and nearing completion of NCA training.</b> Supporting youth coalition involvement to continue to plant seeds for a local prevention coalition. Works with SJCPAC Coalition.</p>	<p>Let's Do This / Stoodis (Parents Empowered) Campaign. <b>Guiding Good Choices / Strengthening Families Good Behavior Game @ Tee-Bii-Nidziegai Elementary.</b> Hoping to train new prevention specialist hired in this community to help implement these EB strategies more readily. <b>Prevention Specialist is trained in the Strengthening Families Instructor model.</b></p>	<p>Recently had two coalition members from this community train in the CADCA Academy model. They are excited about working towards building a coalition in their community.</p>	



NAVAJO MOUNTAIN Area Navajo Mountain High School (NMHS) The elementary school age children in this area attend a BIA School which is not a part of San Juan School District.	A4, A5	Low	Trying to support county youth coalition involvement and development. The remote geographical barriers make accessibility and involvement difficult for youth and community members. We are hopeful that the coalition members residing in the Monument Valley area can continue to plant seeds of support for future community coalition work.			
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#### AREA NARRATIVE:

Monticello is part of the San Juan County Prevention Action Collaboration (SJCPAC) Coalition. We have a school counselor and several youth that are very involved in our San Juan County Youth Coalition (SJCYC) and are helping build our youth coalition in their community, which is planting seeds for a community prevention coalition in the future. We recently hired a part-time prevention coordinator, who lives in the Monticello community. **This new prevention specialist has now been SAPS Trained. She is currently being trained in the National Coalition Academy (will complete week 3 in June) and has been trained as a Guiding Good Choices and a Strengthening Families Instructor. She has also been through the CTC training.** She has been very active in working with youth coalition members and strengthening the youth coalition at WHS. She is very excited about reaching out to local key leaders and community members in an effort to raise prevention awareness. She is also helping strengthen and build up the youth coalition at MHS through training and recruitment efforts **and working with school administration.** We have planned various youth campaigns for the coming year, which ties directly to risk factors identified from the SHARP Survey and community Assessment. We also plan on having a Prevention week, sponsored by MHS, SJCPAC Coalition and the SJCYC to help build capacity within the community. We are working in all San Juan County communities to launch the new Gray Matters campaign, to help educate parents on the dangers of marijuana use on the developing teen brain. We also continue to support the "Let's Do this" / "Stoodis" campaign in San Juan County, which is based on Parents Empowered messaging - but delivered in a more culturally relevant package that resonates with families in our county. **We are in our third year of receiving the Community Partnership Project grant and look forward to the installations of PE messaging in various locations in Blanding by the end of June, 2024. We are working to train all of our prevention staff in Guiding Good Choices and Strengthening Families** - so that we can offer those parents classes throughout our entire county. We provided funding for the San Juan School District to launch and implement the Good Behavior Game in all Monticello Elementary school this year. Community events designed to target Family Mealtime and Family Bonding will also target the importance of upstream prevention in our communities. **We are currently in process of completing a community Readiness Assessment in the Monticello Community, with the goal of completing an overall county community assessment. We have also started a monthly Prevention Newsletter for the county, which our Monticello Prevention Specialist oversees. She has also been helpful in taking care of our SJCPAC website. This has been great at building capacity throughout the county community.** We have started a coalition community work group in the community of Monticello. It has had it's first meeting. The work group chair is very active and excited about growing the work group. Our hope is that we will be able to have a new coalition in that community in the coming year. For now, the work group will be supported under the SJCPAC Coalition umbrella as they move forward with planning and prevention framework efforts to address concerns in their community which tie back to our identified risk and protective factors. Monticello has been implementing Family Movie Nights monthly for families with a movie, craft, and prevention lesson. We have had a hard time engaging families in the parenting classes. Part of this is because two of our trainers have moved or are no longer available to teach, but a big part is the engagement of families. We did a Parents Empowered messaging install at the Monticello Library and park. There is still some implementation of the Good Behavior Game in the elementary school. There has been more engagement with Monticello City and community members. We will be holding our second annual Recovery Day in Monticello. Our work group leader was instrumental in holding a community Thanksgiving Dinner, which will be an annual event and was very successful. We were able to go before the District School Board and present on the importance of SHARP data. They approved the schools to survey all grades 6-12 to help raise engagement numbers. MHS had a great Prevention (Color) week. Had a deputy from the Sheriff's department sign up to attend the Bryce Coalition Summit this year.

**Blanding** is the hub of the San Juan County Prevention Action Collaboration (SJCPAC) Coalition. We have a school counselor and several youth that are very involved in our San Juan County Youth Coalition (SJCYC) and are helping build our youth coalition in their community, which is planting seeds for a community prevention coalition in the future. We have a full-time prevention specialist, who lives in the Blanding community. **She recently took on the role of Coalition Coordinator for our SJCPAC Coalition. We are in the middle of restructuring the coalition and excited about the changes that will take it to the next level.** She does a good job in reaching out to local key leaders and community members in an effort to raise prevention awareness. She is also helping strengthen and build up the youth coalition at SJHS through training and recruitment efforts. We have planned various youth campaigns for the coming year, which ties directly to risk factors identified from the SHARP Survey and community Assessment. We also plan on having a Prevention week, sponsored by MHS, SJCPAC Coalition and the SJCYC to help build capacity within the community. We are working in all San Juan County communities to launch the new Gray Matters campaign, to help educate parents on the dangers of marijuana use on the developing teen brain. We also continue to support the "Let's Do this" / "Stoodis" campaign in San Juan County, which is based on Parents Empowered messaging - but delivered in a more culturally relevant package that resonates with families in our county. **We are in our third year of receiving the Community Partnership Project grant and look forward to the installations of PE messaging in various locations in Blanding by the end of June, 2024.** We are working to train all of our prevention staff in Guiding Good Choices and Strengthening Families - so that we can offer those parents classes throughout our entire county. We provided the funding necessary for San Juan School District to launch and implement the Good Behavior Game in Blanding Elementary school this year. Community events, including our Fall Festival, are designed to target Family Mealtime and Family Bonding will also target the importance of upstream prevention in our communities. **We are currently in process of completing a Blanding community Readiness Assessment, with the goal of completing an overall county assessment. We have started implementation of the San Juan Family Challenge at Blanding Elementary to help with community and family bonding activities, tied back to our strategic planning.** We were able to go before the District School Board and present on the importance of SHARP data. They approved the schools to survey all grades 6-12 to help raise engagement numbers. We have started a coalition community work group in the community of Blanding. It has had it's first meeting. The work group chair is very active and excited about growing the work group. The work group will be supported under the SJCPAC Coalition umbrella as they move forward with planning and prevention framework efforts to address concerns in their community which tie back to our identified risk and protective factors. We did a Parents Empowered messaging install at the Monticello Library and park. There is still implementation of the Good Behavior Game in the elementary school. There has been more engagement with community members. We did a large Parents Empowered installation at the San Juan County Library in Blanding and at the high school football field. The San Juan Family Challenge has been fairly successful at Blanding elementary with Family Prevention nights - focusing on family bonding and early literacy. Fall Festival continues to grow every year and is a huge capacity raising event for prevention efforts. The coalition partners with Blanding City and other community partners in this effort. Had awesome prevention week at SJHS. Have 9 coalition members signed up to attend the Bryce Coalition Summit this year. We have six coalition members signed up to attend the CADCA Mid-Year training in Nashville this summer.

#### **White Mesa (Ute Mountain Ute Reservation)**

White Mesa has one semi-active leaders in our SJCPAC Coalition. Their community has shown interest in Parents Empowered messaging in their community and education centers. We have been working as part of our CPP grant with R&R to install messaging. We plan to continue building on that energy and excitement to generate more prevention awareness in a community that has been difficult to engage with in the past. We are working in all San Juan County communities to launch the new Gray Matters campaign, to help educate parents on the dangers of marijuana use on the developing teen brain. We also continue to support the "Let's Do this" / "Stoodis" campaign in San Juan County, which is based on Parents Empowered messaging - but delivered in a more culturally relevant package that resonates with families in our county. We are working to train all of our prevention staff in Guiding Good Choices and Strengthening Families - so that we can offer those parents classes throughout our entire county. Community events are designed to target Family Mealtime and Family Bonding will also target the importance of upstream prevention in our communities. **We were able to hold a successful CCR Day and Prevention Night at White Mesa. We hope to start monthly Family Movie nights, as well as other prosocial activities in White Mesa.**

#### **Bluff**

Bluff community only has an elementary school, which feeds into San Juan High School in Blanding and Whitehorse High School in Montezuma Creek. We have one coalition member from that community. We are working to train all of our prevention staff in Guiding Good Choices and Strengthening Families - so that we can offer those parents classes throughout our entire county. We provided the funding necessary for San Juan School District to launch and implement the Good Behavior Game in Bluff Elementary school this year. We will continue to raise capacity with Bluff Elementary school and in the community to support upstream prevention efforts which will impact the area high schools it feeds into. **We have started implementation of the San Juan Family Challenge at Bluff Elementary to help with community and family bonding activities, tied back to our strategic planning.** The San Juan Family Challenge has had a couple of great Family Bonding and early literacy nights at Bluff Elementary School, in conjunction with CCR Day. Well attended.



**Montezuma Creek / Aneth Area (Navajo Nation)**

This Area has several community members on our SJCPAC Coalition. Our plan is to establish a new coalition here within a few years. We are currently looking for a champion. We recently hired a part-time prevention coordinator, who lives in the Aneth community. **This new prevention specialist has now been SAPS Trained. She is currently being trained in the National Coalition Academy (will complete week 3 in June) and has been trained as a Strengthening Families Instructor. She has also been through the CTC training. She has been very active in working with youth coalition members and strengthening the youth coalition at WHS.** She is very excited about reaching out to local key leaders and community members in an effort to raise prevention awareness. She has been in contact with local Chapter House leaders and she is helping strengthen and build up the youth coalition at WHS through training and recruitment efforts. The Youth Coalition works in tandem with the United National Indian Tribal Youth (UNITY) Club. We have planned various youth campaigns for the coming year, which ties directly to risk factors identified from the SHARP Survey and community Assessment. We also plan on having a Prevention week, sponsored by WHS, SJCPAC Coalition and the SJCYC to help build capacity within the community. We are working in all San Juan County communities to launch the new Gray Matters campaign, to help educate parents on the dangers of marijuana use on the developing teen brain. We also continue to support the "Let's Do this" / "Stoodis" campaign in San Juan County, which is based on Parents Empowered messaging - but delivered in a more culturally relevant package that resonates with families in our county. **We are in our third year of receiving the Community Partnership Project grant and look forward to the installations of PE messaging in various locations in Montezuma Creek by the end of June, 2024.** We are working to train all of our prevention staff in Guiding Good Choices and Strengthening Families - so that we can offer those parents classes throughout our entire county. We provided the funding necessary for San Juan School District to launch and implement the Good Behavior Game in Montezuma Creek Elementary school this year. Community events designed to target Family Mealtime and Family Bonding will also target the importance of upstream prevention in our communities. **We are currently in process of completing a Montezuma Creek/Aneth community Readiness Assessment, with the goal of completing an overall county assessment. Our Prevention Specialist has been very proactive in working with Utah Navajo Health Systems, Aneth Community School, the local oil company and the local Tribal Chapter Houses to look at upstream prevention efforts. It has been vital in helping build capacity in this area.** We are trying to start a community coalition work group in the Aneth/Red Mesa/Montezuma Creek area. We do have a work group chair and several coalition members to support. They will be meeting soon. We lost our prevention specialist in 2024. We have so far, been unable to hire a replacement for this position. This has greatly impacted our work with the youth coalition and community. WHS did have a successful Prevention Week.

**Monument Valley / Oljato / Mexican Hat (Navajo Nation)**

This Area has several community members on our SJCPAC Coalition. Two of our coalition members from this community, recently completed the CADCA Academy training and they are so excited about the possibility of establishing a new coalition here within a few years. We hired a part-time prevention coordinator, last year. She lives in the Oljato area. **This new prevention specialist has now been SAPS Trained. She is currently being trained in the National Coalition Academy (will complete week 3 in June) and will be trained as a Strengthening Families Instructor in June. She has been very active in working with youth coalition members and strengthening the youth coalition at MVHS.** She is very excited about reaching out to local key leaders and community members in an effort to raise prevention awareness. She has been in contact with local Chapter House leaders in an effort to help gain support for implementation of the SHARP Survey in our River Region (tribal) schools. She is helping strengthen and build up the youth coalition at MVHS through training and recruitment efforts. The Youth Coalition works in tandem with the United National Indian Tribal Youth (UNITY) Club. We have planned various youth campaigns for the coming year, which ties directly to risk factors identified from the SHARP Survey and community Assessment. We also plan on having a Prevention week, sponsored by MVHS, SJCPAC Coalition and the SJCYC to help build capacity within the community. We are working in all San Juan County communities to launch the new Gray Matters campaign, to help educate parents on the dangers of marijuana use on the developing teen brain. We also continue to support the "Let's Do this" / "Stoodis" campaign in San Juan County, which is based on Parents Empowered messaging - but delivered in a more culturally relevant package that resonates with families in our county. **We are in our third year of receiving the Community Partnership Project grant and look forward to the installations of PE messaging in various locations in Monument Valley by the end of June, 2024.** We are working to train all of our prevention staff in Guiding Good Choices and Strengthening Families - so that we can offer those parents classes throughout our entire county. We provided San Juan School District the funding necessary to launch and implement the Good Behavior Game in Tse'Bi'Nidzizgai Elementary school this year. Community events designed to target Family Mealtime and Family Bonding will also target the importance of upstream prevention in our communities. We anticipate starting a new community coalition in this area within the next couple of years. **We are currently in process of completing a Monument Valley area community Readiness Assessment, with the goal of completing an overall county assessment.** We have started a coalition community work group in the community of Monument Valley. It is holding it's first meeting tomorrow. The Prevention Specialist is our work group chair and is very active and excited about growing the work group. Our hope is that we will be able to have a new coalition in that community in the coming year. For now, the work group will be supported under the SJCPAC Coalition umbrella as they move forward with planning and prevention framework efforts to address concerns in their community which tie back to our identified risk and protective factors. Our Prevention Specialist has done some great work with our youth coalition and elementary school students. Both schools held a prevention week and were excited about what they learned. Our specialist recently held a youth coalition training for MVHS, as well as positive and healthy graduation activities at the end of this school year. Special sweatshirts have been designed that are culturally relevant for the youth and be a part of raising capacity for their youth coalition efforts. Have 3 coalition members from Monument Valley signed up to attend the Bryce Coalition Summit this year.



**NAVAJO MOUNTAIN (Navajo Nation)**

This area is a very small and remote community in the corner of San Juan County. Monument Valley coalition members try very hard to support that community in its prevention efforts. With the hiring of our part-time prevention specialist in Monument Valley, we hope to add to the support of coalition strategies and youth involvement efforts in the Navajo Mountain area. We are currently looking for a champion. We are strengthening and building up the youth coalition at NMHS through training and recruitment efforts and working in tandem with the United National Indian Tribal Youth (UNITY) Club. We have planned various youth campaigns for the coming year, which tie directly to risk factors identified from the SHARP Survey and Community Assessment. We also plan on having a Prevention week, sponsored by NMHS, SJCPAC Coalition and the SJCYC to help build capacity within the community. We are working in all San Juan County communities to launch the new Gray Matters campaign, to help educate parents on the dangers of marijuana use on the developing teen brain. We also continue to support the "Let's Do this" / "Stoodis" campaign in San Juan County, which is based on Parents Empowered messaging - but delivered in a more culturally relevant package that resonates with families in our county. We are working to train all of our prevention staff in Guiding Good Choices and Strengthening Families - so that we can offer those parents classes throughout our entire county. Community events designed to target Family Mealtime and Family Bonding will also target the importance of upstream prevention in our communities. **We are very excited this year to have two NM students, along with their advisor, attend the Bryce Youth Leadership Training in June, 2024. This is the first time we have been able to have students from that school attend, due to remote logistics and supervision. We are hoping to be able to strengthen youth coalition activities within that school and community.** For the first time ever, we had students from Navajo Mountain go to our Prevention on Capitol Hill Day. It was a great experience. We are hoping this is the beginnings of a Navajo Mt. coalition work group.

NOTE: We are using our 2019 data on our logic models, due to the impact of covid-19 on our engagement numbers, especially in that our River Region (tribal) schools did not participate at all in 2021. Engagement in our Abajo Mountain (northern county) schools was very low in 2021. There is one exception on our logic models in reference to the Prescription Drugs. This substance is more of an issue (according to qualitative data we have) than our data has shown before. Therefore - we used 2021 SHARP data to substantiate this substance as a concern. Only within the last few weeks have we obtained permission to implement the SHARP Survey in our River Region schools. We are so excited that it went through. We anticipate that much of our Area Plan will change when we are able to obtain the SHARP data from the 2023 survey - which will move us back in line with our baseline data from 2019. **Using 2023 SHARP data now. SHARP 2025 coming soon...**

Problem Behavior Goal		Reduce underage drinking by 4.3%							
Measures & Sources		Reduce Lifetime Use of Alcohol as reported by grade 12 from 16.3% in 2019 to 12% on 2029 SHARP Survey.							
Agency/Coalition		San Juan County Prevention Action Collaboration (SJCPAC) Coalition							
	Risk/Protective Factor	Local Conditions	Strategies	Focus Population: Universal Selective Indicated	Evidence Based: Link to Program Registry Link to EBW Tier Level Not Evidence Based	Cost	Outcomes		
							Short (process)	Medium (3 to 5 years)	Long (10 years)
Logic	Parent Attitudes	Twenty Seven percent of students reported family conflict in 2019 as reported in all grades. 25.7% of students reported family conflict in 2023 as reported in All Grades.	<b>Strengthening Families / Guiding Good Choices</b>	Universal	<a href="#">Blueprints Programs – Blueprints for Healthy Youth Development</a>	Block Grant: State General Fund: Discretionary:	Parents who attend the program will show increase in knowledge and skills related to conflict resolution, behavior modification and relationship building.	Parent Attitudes Favorable to ASB will decrease from 26.8% in 2019 to 24% in 2025 - as reported by grade 12. Parent Attitudes Favorable to ASB in 2023 is 32.3% as reported by grade 12.	Reduce Lifetime Use of Alcohol as reported by grade 12 from 16.3% in 2019 to 12% in 2029. Lifetime Use of Alcohol as reported by grade 12 in 2023 was 4.7%.
		Alcohol use by youth outside of town on public lands and other locations.	<b>Parents Empowered (adapted to resonate with San Juan County Families through delivery and messaging) Stoodis/Let's Do This Campaign</b>	Universal	<a href="https://parentsempowered.org/">https://parentsempowered.org/</a>	Discretionary (PXP) \$22,000	Number of drinking locations outside of town will decrease as indicated by focus groups	Family Attachment will increase from 49.0% in 2019 to 55% in 2025 as reported by grade 12. Family Attachment in 2023 is 52.8% as reported by grade 12.	

Measures & Sources	SHARP Survey 2019	Community Mapping and Assessment activities					1. Pre/post test scores 2. Community Mapping and assessment activities	2025 SHARP Survey	2029 SHARP Survey
	Risk/Protective Factor	Local Conditions	Strategies	Focus Population: Universal Selective Indicated	Evidence Based: Link to Program Registry Link to EBW Tier Level Not Evidence Based	Cost	Outcomes		
							Short (process)	Medium (3 to 5 years)	Long (10 years)
Logic	Availability - Retail		<b>EASY Compliance Checks</b>	Universal	<a href="https://www.prevention.org/alcohol-policy-resource-center/law-enforcement-strategies/alcohol-compliance-checks/">https://www.prevention.org/alcohol-policy-resource-center/law-enforcement-strategies/alcohol-compliance-checks/</a>	Block Grant: State General Fund: Discretionary:	Increase in # of compliance checks conducted	Retail availability will decrease	Underage drinking will decrease
Measures & Sources	Mapping activity shows that alcohol is easy to access	No EASY Checks conducted - law enforcement data					2023 law enforcement data	2025 Mapping Activity	2029 SHARP Survey

<b>Problem Behavior Goal</b>	Reduce underage marijuana use by 3%								
<b>Measures &amp; Sources</b>	Reduce Lifetime Use of marijuana in grade 12 from 23% in 2019 to 20% on 2029 SHARP Survey.								
Agency/Coalition	San Juan County Prevention Action Collaboration (SJCPAC) Coalition								
	Risk/Protective Factor	Local Conditions	Strategies	Focus Population	Evidence Based	Cost	Outcomes		



	Factor	Conditions		Population: Universal Selective Indicated	Based: Link to Program Registry Link to EBW Tier Level Not Evidence Based		Short (process)	Medium (3 to 5 years)	Long (10 years)
Logic	Academic Failure	Youth marijuana use on school grounds throughout county communities	<b>Good Behavior Game</b>	Universal	<a href="https://sprc.org/online-library/good-behavior-game-gbg/#:~:text=SPRC%20designated%20this%20intervention%20as,based%20positive%20youth%20development%20programs.">https://sprc.org/online-library/good-behavior-game-gbg/#:~:text=SPRC%20designated%20this%20intervention%20as,based%20positive%20youth%20development%20programs.</a>	\$27,291.00 Discretionary (PXP)	Targeted classroom strategies help students reduce aggressive and disruptive behavior in primary classrooms, teaching personal management and refusal skills	Reduce Academic Failure in grade 12 from 61.7% in 2019 to 55% in 2025. <b>Academic Failure as reported in grade 12 in 2023 is 39.1%.</b>	Reduce Lifetime Use of marijuana in grade 12 from 23% in 2019 to 20% on 2029 SHARP Survey. <b>Students reporting Lifetime Use of Marijuana in grade 12 is 12.2% in 2023.</b>
Measures & Sources	SHARP Survey 2019	Community Mapping and Assessment activities. SHARP Survey 2019					Teacher Evaluations, classroom behavior logs, coalition meeting minutes and attendance logs.	2025 SHARP Survey	2029 SHARP Survey
	Risk/Protective Factor	Local Conditions	Strategies	Focus Population: Universal Selective Indicated	Evidence Based: Link to Program Registry Link to EBW Tier Level Not Evidence Based	Cost	Outcomes		
							Short (process)	Medium (3 to 5 years)	Long (10 years)

Logic	Rewards for Prosocial Involvement Perceived Risk of Drug Use	Youth report lack of prosocial involvement and opportunities, youth don't think marijuana and other drugs are that dangerous to use	<b>Youth Coalition</b>	Universal	<a href="https://www.bluprintsprogram.s.org/programs/444999999/communities-that-care/">https://www.bluprintsprogram.s.org/programs/444999999/communities-that-care/</a>	Block Grant: State General Fund: Discretionary:	Form and strength youth coalitions in each area high school, train youth in prevention science, dangers of youth substance abuse, and help them learn how to identify local conditions and issues and have opportunities for prosocial involvement.	Rewards for Prosocial Involvement in grade 12 from 35.2% in the Family Domain in 2019 to 45% in 2025. Rewards for Prosocial Involvement as reported in grade 12 in 2023 is 53% in the Family Domain. Perceived Risk of Drug Use as reported in grade 12 will increase from 52.7% in 2019 to 60% in 2025. Perceived Risk of Drug Use as reported in grade 12 in 2023 is 45.9%	Reduce Lifetime Use of marijuana in grade 12 from 23% in 2019 to 19% on 2029 SHARP Survey. Lifetime Use of marijuana as reported in grade 12 in 2023 is 12.2%
Measures & Sources	SHARP Survey 2019	SHARP Survey 2019					Meeting minutes and attendance rolls	2025 SHARP Survey	2029 SHARP Survey

<b>Problem Behavior Goal</b>	Reduce Prescription Drug Use by 4.6%							
<b>Measures &amp; Sources</b>	Reduce 30-Day Prescription Drug Use from 2.7% in 2023 to 1.5% on 2029 Survey as reported in Grade 10.							
<b>Agency/Coalition</b>	San Juan County Prevention Action Collaboration (SJCPAC) Coalition							
	Risk/Protective	Local	Strategies	Focus	Evidence	Cost	Outcomes	



	Factor	Conditions		Population: Universal Selective Indicated	Based: Link to Program Registry Link to EBW Tier Level Not Evidence Based		Short (process)	Medium (3 to 5 years)	Long (10 years)
Logic	Reduce Family Conflict	Key informant interviews indicate a higher use of prescription drugs than our data suggests.	<b>Strengthening Families / Guiding Good Choices</b>	Universal	<a href="#">Blueprints Programs – Blueprints for Healthy Youth Development</a>	Block Grant: State General Fund: Discretionary:	Parents who attend the program will show an increase in knowledge and skills related to teaching conflict resolution and refusal skills	Percent in grade 12 reporting Family Conflict will decrease from 22.1% in 2019 to 19% in 2025. <b>Percent in grade 12 as reporting Family Conflict in 2023 is 16.1%</b>	Reduce 30-Day Prescription Drug Use from 2.7% in 2023 to 1.5% on 2029 SHARP Survey as reported in Grade 10.
Measures & Sources	SHARP Survey 2019	Key informant interviews, SHARP Survey 2021					1. Pre/post test scores 2. Key informant interviews in 2025	2025 SHARP Survey	2031 SHARP Survey



## Provide your action plan for both Synar and EASY Compliance Checks

### Instructions:

1. Pick one of the templates below to enter your compliance check plans
2. The bottom two templates have examples on how they might be completed
3. Delete the two templates you ended up not using before submitting

12-month action plan--EASY and Synar Compliance Checks			
<b>Goal 1:</b>	EASY Compliance Checks		
<b>Objective 1:</b>	Increase the number of completed EASY Compliance Checks by 10 by June 30th, 2025		
<b>Strategy 1:</b>	Increase local law enforcement buy-in for compliance checks		
	<b>Activity</b>	<b>Who is responsible</b>	<b>By When</b>
	Contact County Commissioner	Alyn Mitchell	September 1, 2024
	Have a discussion during SJCF	Shauna Sherrow	August 1, 2024
	Follow-Up meeting with LE and	Alyn Mitchell	July 1, 2025
<b>Strategy 2:</b>	Support Law Enforcement in EASY checks after they engage.		
	<b>Activity</b>	<b>Who is responsible</b>	<b>By When</b>
	Help provide cubs for buys if needed.		Pending...
<b>Goal 2:</b>	Synar Compliance Checks		
<b>Objective 1:</b>	Maintain Synar Compliance rate above 90% by June 30th, 2025		
<b>Strategy 1:</b>	Ensure local cooperation with Public Health for Synar Checks		
	<b>Activity</b>	<b>Who is responsible</b>	<b>By When</b>
	Follow UP with Public Health E	Shauna Sherrow	September 1, 2024

<p><i>Example: EASY</i></p>	<p>Newly assigned officer to coalition has not responded to requests. Sheriff has not responded to various requests. Reached out to a different County Commissioner who has helped us meet with the County Sheriff's department to discuss next steps to providing and supporting EASY checks in our county. Have had our first meeting. Sgt. Sagers from Tooele, also attended and has offered to help train and support. We are so excited. Second meeting has been scheduled.</p>	<p>Lack of engagement with local law enforcement. Traveling distance will be difficult, along with jurisdiction issues in our River Region area. But at least we are starting up.</p>	<p>1. We will have a discussion at our coalition meeting to increase member buy-in and support.  2. We will reach out to county commissioner to discuss concerns with lack of LE engagement.  3. We will provide educational materials to retailers on the role they play in preventing underage drinking  4. We will recognize retailers that were checked and passed all compliance checks throughout the year. Next steps will be identified in our upcoming meeting.</p>	<p>If we can get local law enforcement to engage and support checks.</p>
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Example: Synar	<p><i>Synar checks are completed by the health department, we don't have any involvement, our rates have always been about 90% our PH Educator has always been supportive and active in these checks.</i></p> <p><i>Will continue to work with Public Health on this. Has been a good collaboration so far.</i></p>		<p><i>1. We will coordinate quarterly with Health Department.</i></p> <p><i>2. If compliance rate approaches or drops below 90% we will work with health department to provide training and resources to retailers.</i></p>	
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## COMMISSION STAFF REPORT

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**MEETING DATE:** May 20,2025

**ITEM TITLE, PRESENTER:** Consideration and Approval of Off- Highway Vehicle Recreation Grant.  
Todd Adair, SJC Road Superintendent

**RECOMMENDATION:** Approve and Sign

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### SUMMARY

San Juan County Road Department applied for an Off- Highway Recreation Grant for trail maintenance. The grant has been awarded but the contract needs reviewed and signed. A small match will be in equipment.

### HISTORY/PAST ACTION

Approved and Signed

### FISCAL IMPACT

\$64,018.00 allocated funds for trail maintenance

Vendor Number: VC0000142182

State Contract Number: \_\_\_\_\_Commodity Code: 99999



**STATE OF UTAH CONTRACT**  
**Division of Outdoor Recreation**  
**Off-Highway Vehicle Recreation (OHVR) Grant**  
***FY2025, Quarter 2***  
***SJC Trail Maintenance***

- 1. CONTRACTING PARTIES:** This contract ("Agreement" or "Contract") is between the State of Utah, Division of Outdoor Recreation (the "State"):

State of Utah  
 Division of Outdoor Recreation  
 1594 West North Temple #100  
 Salt Lake City, UT 84116  
**Contact Person:** Rachel Toker  
**Email:** [racheltoker@utah.gov](mailto:racheltoker@utah.gov)

and the following entity ("Grantee"):  
 San Juan County Road Department  
 885 East Center Street  
 Monticello, 84535-0188  
**FEIN:** 87-6000305  
**Contact Person:** Todd Adair  
**Email:** [mgarner@sanjuancountyut.gov](mailto:mgarner@sanjuancountyut.gov)

- 2. GENERAL PURPOSE OF CONTRACT:** The general purpose of this Agreement is to award funding for SJC Trail Maintenance project as set forth in the Project Description ("Attachment C"), as approved by the State (the "Project"). This Contract sets forth the terms and conditions under which the Grantee may obtain and maintain eligibility for Off-Highway Vehicle Recreation funding.
- 3. AUTHORITY:** This Contract is entered into pursuant to the State's authority to administer funds under Utah Code § 41-22-19, § 79-8-103 and Utah Administrative Code R650-301. All awarded funding is subject to, and contingent on, legislative appropriation.
- 4. CONTRACT PERIOD:**  
 This Contract is executed as of the date of the last signature and is effective through September 30, 2027, unless terminated early or extended in accordance with the terms and conditions of this Contract.
- 5. CONTRACT AMOUNT AND MATCH:** The State awards, and the Grantee accepts, a potential grant award of up to **\$64,018** ("Award Amount") The Grantee agrees to meet a match of at least 13% of the project total based on the submitted budget in Attachment D.
- 6. ATTACHMENTS INCLUDED AND MADE PART OF THIS CONTRACT:**  
 Attachment A – Standard Terms and Conditions for Grants

Attachment B – Off-Highway Vehicle Recreation Terms and Conditions

Attachment C – Project Description

Attachment D – Budget

Any conflicts between Attachment A and any other Attachment shall be resolved in favor of Attachment A.

**7. DOCUMENTS INCORPORATED BY REFERENCE BUT NOT ATTACHED:**

All governmental laws, regulations, or actions applicable to the Award authorized by this Contract, including but not limited to Utah Code § 41-22-19 and Utah Administrative Code R650-301, the Salesforce funding application APP-004492, and all documentation submitted for this Project.

**8. CONTRACT EXECUTION:**

Each person signing this contract represents and warrants that they are duly authorized and has the legal capacity to execute and deliver this Contract and bind the parties hereto. Each signatory represents and warrants to the other that the execution and delivery of the Contract and the performance of each party's obligations hereunder have been duly authorized and that the Contract is a valid and legal contract binding on the parties and enforceable in accordance with its terms. This Contract is not fully executed until all parties, including but not limited to the Utah Division of Finance, have signed this Agreement .

**9. USE OF GRANT MONIES**

In signing this Agreement, Grantee affirmatively acknowledges and agrees that Grantee is obligated to expend any and all of the Award to effectuate the Project set out in the Project application as approved by the State, and in a way that is consistent with the Project Description attached to this Contract as Attachment C. Unless approved in a written amendment executed in accordance with the terms of this Contract and signed by Grantee and the State, no Award Funds may be used for costs or expenses not associated with the approved Project, including expenses associated with other projects or grants, even if those project or grants are administered by the State or the Division of Outdoor Recreation. Grantee understands and affirmatively acknowledges that expenditure of Award Funds on any cost or expense that is not directly associated with the Project approved by the State in connection with this Contract constitutes a material breach of this Contract. Grantee understands and affirmatively agrees that the State expressly reserves the right to clawback any improperly expended Award Funds and to take any other legal action that the State, in its sole discretion, determines to be necessary to ensure Award Funds are, or were, expended in a manner consistent with the requirements of this Contract and Utah law.

**BY SIGNING THIS CONTRACT, THE GRANTEE HEREBY ACKNOWLEDGES THAT THE GRANTEE HAS READ, UNDERSTOOD, AND AGREES TO THE TERMS AND CONDITIONS OF THIS CONTRACT.**

**State of Utah**

**Division of Outdoor Recreation**

**San Juan County Road Department**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Patrick Morrison

Name: \_\_\_\_\_

Title: Recreation Program Director

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Division of Finance – Reviewed and Processed**

**Date:**



## Attachment A: Standard Terms and Conditions for Grants

1. **DEFINITIONS:** The following terms shall have the meanings set forth below:
  - a) **"Confidential Information"** means information that is deemed as confidential under applicable State and Federal laws, and personal data as defined in Utah Code 63A-19-101. The State Entity reserves the right to identify, during and after this Contract, additional reasonable types of categories of information that must be kept confidential under Federal and State laws.
  - b) **"Contract"** means the Agreement, including all referenced attachments and documents incorporated by reference.
  - c) **"Contractor"** means the individual or entity delivering the Procurement Item identified in this Contract. The term "Contractor" shall include Contractor's agents, officers, employees, and partners. For purposes of the Agreement, "Contractor" is synonymous with "Grantee" and extends to all Grantee's agents, officers, employees, partners and assigns.
  - d) **"Goods"** means all types of tangible personal property, including but not limited to materials, supplies, and equipment that the Contractor is required to deliver to the State Entity under this Contract.
  - e) **"Grant Money"** means the "Award" or "Award Amount" under the Agreement.
  - f) **"Grantee"** means the individual or entity which is the recipient of the "Grant Money" from the State Entity.
  - g) **"State Entity"** means the department, division, office, bureau, agency, or other organization identified in the Contract.
  - h) **"State of Utah" or "State"** means the State of Utah, in its entirety, including its institutions, agencies, departments, divisions, authorities, instrumentalities, boards, commissions, elected or appointed officers, employees, agents, and authorized volunteers.
  - i) **"Subgrantee"** means a person or entity under the direct or indirect control of "Grantee", including, but not limited to, Grantee's agents, consultants, employees or anyone else Grantee may be liable to, or under contract with.
2. **GOVERNING LAW AND VENUE:** This Contract shall be governed by the laws, rules, and regulations of the State of Utah. Any action or proceeding arising from this Contract shall be brought in a court of competent jurisdiction in the State of Utah. Venue shall be in Salt Lake City, in the Third Judicial District Court for Salt Lake County.
3. **LAWS AND REGULATIONS:** At all times during this Contract, Grantee and all Subgrantees, in effectuating any act under the Contract will comply with all applicable Federal and State constitutional mandates, laws, rules, codes, orders, and regulations, including applicable licensure and certification requirements. If this Contract is funded by Federal funds, either in whole or in part, then any Federal regulation related to the Federal funding, including but not limited to CFR Appendix II to Part 200 and other Federal laws as identified in the Notice of Award, will supersede this Attachment A.
4. **RECORDS ADMINISTRATION:** Grantee shall maintain or supervise the maintenance of all records necessary to properly account for Grantee's performance and the payments made by the State Entity to Grantee under this Contract. These records shall be retained by Grantee for at least six (6) years after final payment of the Grant Award, or until all audits initiated within the six (6) years have been completed, whichever is later. Grantee agrees to allow, at no additional cost, the State of Utah, Federal auditors, State Entity staff, or their designees, access to all such records during normal business hours and to allow interviews of any employees or others who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Contract.
5. **PERMITS:** If necessary, and unless otherwise agreed to in the Contract, Grantee shall procure and pay for all permits, licenses, and approvals necessary, as conditions precedent or otherwise, for the execution of this Contract.
6. **CERTIFY REGISTRATION AND USE OF EMPLOYMENT "STATUS VERIFICATION SYSTEM":** The Status Verification System, also referred to as "E-verify", only applies to contracts issued through a Request for Proposal process, to sole sources that are included within a Request for Proposal, and when Contractor employs any personnel in Utah, or as otherwise set forth in State law. If applicable:
  - a. Grantee certifies as to its own entity, under penalty of perjury, that Grantee has registered and is participating in the Status Verification System to verify the work eligibility status of Grantee's new employees that are employed in the State of Utah in accordance with applicable immigration laws.
  - b. Grantee shall require that each of its Grantees certify by affidavit, as to their own entity, under penalty of perjury, that each Subgrantee has registered and is participating in the Status Verification System to verify the work eligibility status of Subcontractor's new employees that are employed in the State of Utah in accordance with applicable immigration laws.

c. Grantee's failure to comply with this section will be considered a material breach of this Contract.

7. **CONFLICT OF INTEREST:** Grantee represents that none of its officers or employees are officers or employees of the State Entity or the State of Utah, unless disclosure has been made to the State Entity.
8. **INDEPENDENT CONTRACTOR:** Grantee and Subgrantees, in the performance of this Contract, shall act in an independent capacity and not as officers or employees or agents of the State Entity or the State of Utah.
9. **CONTRACTOR RESPONSIBILITY:** INTENTIONALLY DELETED
10. **INDEMNITY:** Grantee shall be fully liable for the actions of its agents, employees, officers, partners, and Subgrantees, and shall fully indemnify, defend, and save harmless the State Entity and the State of Utah from all claims, losses, suits, actions, damages, and costs of every name and description arising out of Grantee's performance of this Contract to the extent caused by any intentional wrongful act or negligence of Grantee, its agents, employees, officers, partners, or Subcontractors, without limitation; provided, however, that the Grantee shall not indemnify for that portion of any claim, loss, or damage arising hereunder due to the fault of the State Entity. The parties agree that if there are any limitations of the Grantee's liability, including a limitation of liability clause for anyone for whom the Grantee is responsible, such limitations of liability will not apply to injuries to persons, including death, or to damages to property.

Notwithstanding the above, if both parties to this Contract are governmental entities as defined in the Utah Governmental Immunity Act (Utah Code Ann. 63G-7-101 *et seq.*), nothing in this Contract shall be construed as a waiver of any party's rights, limits, protections, or defenses provided by the Act. Nor shall this Contract be construed, with respect to third parties, as a waiver of any governmental immunity to which a party to this Contract is otherwise entitled. Subject to and consistent with the Act, each party will be responsible for its own actions or negligence, and will defend against any claims or lawsuit brought against it. If the Act applies to both parties, there are no indemnity obligations between these parties.

11. **EMPLOYMENT PRACTICES:** INTENTIONALLY OMITTED
12. **AMENDMENTS:** This Contract may only be amended by the mutual written agreement of the parties, provided that the amendment is within the scope/purpose of the Contract. The amendment will be attached and made part of this Contract. Automatic renewals will not apply to this Contract, even if listed elsewhere in this Contract.
13. **DEBARMENT:** Grantee certifies that it is not presently nor has ever been debarred, suspended, proposed for debarment, or declared ineligible by any governmental department or agency, whether international, national, State, or local. Grantee must notify the State Entity within thirty (30) days if debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any contract by any governmental entity during this Contract.
14. **TERMINATION:** This Contract may be terminated, with cause by either party, in advance of the specified expiration date, upon written notice given by the other party. The party in violation will be given ten (10) days after written notification to correct and cease the violations, after which this Contract may be terminated for cause immediately and subject to the remedies below. This Contract may also be terminated without cause (for convenience), in advance of the specified expiration date, by the State Entity, upon thirty (30) days written termination notice being given to the Grantee. The State Entity and the Grantee may terminate this Contract, in whole or in part, at any time, by mutual agreement, in writing.

In no event shall the State Entity's exercise of its right to terminate this Contract for convenience relieve the Grantee of any liability to the State Entity for any damages or claims arising under this Contract.

15. **NON-APPROPRIATION OF FUNDS, REDUCTION OF FUNDS, OR CHANGES IN LAW:** Upon thirty (30) days written notice delivered to the Grantee, this Contract may be terminated in whole or in part at the sole discretion of the State Entity, if the State Entity reasonably determines that: (i) a change in Federal or State legislation or applicable laws materially affects the ability of either party to perform under the terms of this Contract; or (ii) that a change in available funds affects the State Entity's ability to pay under this Contract. A change of available funds as used in this paragraph includes, but is not limited to, a change in Federal or State funding, whether as a result of a legislative act or by order of the President or the Governor.

The State Entity will not be liable for any performance, commitments, penalties, or liquidated damages that accrue after the effective date of said written notice.

16. **SALES TAX AND TAX DEDUCTION/BENEFITS EXEMPTION:** It is Grantee's responsibility to request the State Entity's sales tax exemption number, which will be provided upon request. It is Grantee's sole responsibility to obtain

independent tax and legal advice in connection with this Contract and to ascertain whether any tax deduction or benefits apply to any aspect of this Contract.

**17. WARRANTY OF PROCUREMENT ITEM(S): INTENTIONALLY OMITTED**

**18. CONTRACTOR'S INSURANCE RESPONSIBILITY:** Grantee shall maintain workers' compensation insurance during the term of this Contract for all its employees, as well as for any Subgrantee as required by law.

**19. RESERVED.**

**20. PUBLIC INFORMATION/DATA PRIVACY:** Grantee agrees that this Contract, and related documents, including application materials may be classified by the State Entity as public documents, and may be available for public and private distribution in accordance with the State of Utah's Government Records Access and Management Act (GRAMA). Contractor gives the State Entity and the State of Utah express permission to make copies of this Contract and any related documents for purposes of complying with GRAMA or any other Federal or State law. The State Entity and the State of Utah are not obligated to inform Grantee of any GRAMA requests for disclosure of this Contract, or any related documents.

Grantor is committed to protecting personal data to the best of its ability and as required by Chapter 19 of the Utah Code (Government Data Privacy Act). As such, Grantor does not sell any personal data collected. Any personal data collected as part of this grant shall be used for solely purposes of: (1) administering and enforcing the Contract, (2) complying with Grantor's statutory duties as set forth in the Utah Code; (3) providing information to third parties for legitimate research or other statutorily permitted purposes, and (4) complying with local, State or Federal law, including responding to GRAMA (Government Records Access and Management Act, Utah Code section 63G-2-10 *et seq.*) record requests. Grantee may contact the Grantor at the address in the Agreement to exercise any rights under the Government Data Privacy Act.

**21. DELIVERY: INTENTIONALLY OMITTED**

**22. ACCEPTANCE AND REJECTION: INTENTIONALLY OMITTED**

**23. INVOICING: INTENTIONALLY OMITTED**

**24. PAYMENT:** Unless otherwise agreed to by the Parties in writing, the following paragraph applies to this Contract:

Payments are to be made within thirty (30) days after a correct invoice is received, unless otherwise agreed to by the parties in writing. All payments to Grantee will be remitted by mail, electronic funds transfer, or the State of Utah's Purchasing Card (major credit card). The acceptance by Grantee of final payment, without a written protest filed with the State Entity within ten (10) business days of receipt of final payment, shall release the State Entity and the State of Utah from all claims and all liability to the Grantee. The State Entity's final payment shall not be deemed a waiver of any and all claims that the State Entity or the State of Utah may have against Grantee. The State of Utah and the State Entity will not allow the Grantee to charge end users electronic payment fees of any kind, unless otherwise agreed to, in writing, by the State Entity.

**25. INDEMNIFICATION RELATING TO INTELLECTUAL PROPERTY:** Grantee will indemnify and hold the State Entity and the State of Utah harmless from and against any and all damages, expenses (including reasonable attorneys' fees), claims, judgments, liabilities, and costs in any action or claim brought against the State Entity or the State of Utah for infringement of a third-party's copyright, trademark, trade secret, or other proprietary right. The parties agree that if there are any limitations of Grantee's liability, such limitations of liability will not apply to this section.

**26. OWNERSHIP IN INTELLECTUAL PROPERTY:** The State Entity and Grantee each recognizes that each has no right, title, or interest, proprietary or otherwise, in the intellectual property owned or licensed by the other, unless otherwise agreed upon by the parties in writing. All documents, records, programs, data, articles, memoranda, and other materials not developed or licensed by Grantee prior to the execution of this Contract, but specifically manufactured under this Contract, shall be considered work made for hire, and Grantee shall transfer any ownership claim to the State Entity.

**27. OWNERSHIP IN CUSTOM DELIVERABLES: INTENTIONALLY OMITTED**

**28. ASSIGNMENT:** Grantee may not assign, sell, transfer, subcontract or sublet rights, or delegate any right or obligation under this Contract, in whole or in part, without the prior written approval of the State Entity.

**29. REMEDIES:** Any of the following events will constitute cause for the State Entity to declare Grantee in default of this Contract: (i) Grantee's non-performance of its contractual requirements and obligations under this Contract; or (ii)



Grantee's material breach of any term or condition of this Contract. The State Entity may issue a written notice of default providing a ten (10) day period in which Grantee will have an opportunity to cure. Time allowed for cure will not diminish or eliminate Grantee's liability for damages. If the default remains after Grantee has been provided the opportunity to cure, the State Entity may do one or more of the following: (i) exercise any remedy provided by law or equity; (ii) terminate this Contract; (iii) impose liquidated damages, if liquidated damages are listed in this Contract; (iv) debar/suspend Contractor from receiving future contracts or grants from the State Entity or the State of Utah; or (v) demand a full refund of any payment that the State Entity has made to Grantee under this Contract.

30. **FORCE MAJEURE:** Neither party to this Contract will be held responsible for delay or default caused by fire, riot, act of God, and/or war which is beyond that party's reasonable control. The State Entity may terminate this Contract after determining such delay will prevent successful performance of this Contract.
31. **CONFIDENTIALITY:** If Grantee has access to or processes Confidential Information as defined under Utah law or as identified as such by the State Entity or the State of Utah, Grantee shall: (i) advise its agents, officers, employees, partners, and Subgrantee of the obligations set forth in this Contract; (ii) keep all Confidential Information strictly confidential; and (iii) comply with any requirements contained in the Contract regarding permitted uses and disclosures of personal data, measures designed to safeguard personal data, and the destruction of personal data. Grantee will promptly notify the State Entity of any potential or actual misuse or misappropriation of Confidential Information, including any data breaches, in accordance with Utah's Government Data Privacy Act. In Accordance with that Act, Grantee and its Subgrantees must comply with all the same requirements regarding personal data as the State.

Grantee shall be responsible for any breach of this duty of confidentiality, including any required remedies and/or notifications under applicable law. Grantee shall indemnify, hold harmless, and defend the State Entity and the State of Utah, including anyone for whom the State Entity or the State of Utah is liable, from claims related to a breach of this duty of confidentiality, including any notification requirements, by Grantee or anyone for whom the Grantee is liable, including, but not limited to, any Subgrantees.

Upon termination or expiration of this Contract, Grantee will return all copies of Confidential Information to the State Entity or certify, in writing, that the Confidential Information has been destroyed. This duty of confidentiality shall be ongoing and survive the termination or expiration of this Contract.

32. **PUBLICITY:** INTENTIONALLY OMITTED
33. **WORK ON STATE OF UTAH PROPERTY OR ELIGIBLE USER PREMISES:** INTENTIONALLY OMITTED
34. **CONTRACT INFORMATION:** INTENTIONALLY OMITTED
35. **WAIVER:** A waiver of any right, power, or privilege shall not be construed as a waiver of any subsequent right, power, or privilege.
36. **SUSPENSION OF WORK:** Should circumstances arise which would cause the State Entity to suspend Grantee's responsibilities under this Contract, but not terminate this Contract, this will be done by formal written notice pursuant to the terms of this Contract. Grantee's responsibilities may be reinstated upon advance written notice from the State Entity.
37. **CHANGES IN SCOPE:** Any changes in the scope of the work to be performed under this Contract shall be in the form of a written amendment to this Contract, mutually agreed to and signed by both parties, specifying any such changes, fee adjustments, any adjustment in time of performance, or any other significant factors arising from the changes in the scope of the Contract.
38. **PROCUREMENT ETHICS:** INTENTIONALLY OMITTED
39. **ATTORNEY'S FEES:** INTENTIONALLY OMITTED
40. **TRAVEL COSTS:** If travel expenses are permitted by the Contract, then all travel costs associated with this Contract will be paid according to the rules and per diem rates found in the Utah Administrative Code R25-7 or as otherwise permitted by Contract.
41. **DISPUTE RESOLUTION:** INTENTIONALLY OMITTED
42. **ORDER OF PRECEDENCE:** In the event of any conflict in the terms and conditions in this Contract, the order of precedence shall be: (i) this Attachment A; (ii) the Contract; (iii) the State of Utah's additional terms and conditions, if any; (iv) any other attachment listed in the Contract; and (v) Grantee's terms and conditions that are attached to this Contract, if any. Any provision attempting to limit the liability of Grantee or limit the rights of the State Entity or the State of Utah must be in writing and attached to this Contract or it is rendered null and void.

43. **SURVIVAL OF TERMS:** Termination or expiration of this Contract shall not extinguish or prejudice the State Entity's right to enforce this Contract with respect to any default of this Contract that has not been cured, or of any of the following clauses, including, but not limited to: Governing Law and Venue, Laws and Regulations, Records Administration, Remedies, Indemnification, Indemnification Relating to Intellectual Property, and Contractor's Insurance Responsibility.
44. **SEVERABILITY:** The invalidity or unenforceability of any provision, term, or condition of this Contract shall not affect the validity or enforceability of any other provision, term, or condition of this Contract, which shall remain in full force and effect.
45. **ERRORS AND OMISSIONS:** Grantee shall not take advantage of any errors and/or omissions in this Contract. The Grantee must promptly notify the State of any errors and/or omissions that are discovered.
46. **ENTIRE AGREEMENT:** This Contract constitutes the entire agreement between the parties and supersedes any and all other prior and contemporaneous agreements and understandings between the parties, whether oral or written.
47. **ANTI-BOYCOTT ACTIONS:** In accordance with Utah Code 63G-27 *et seq.*, Grantee certifies that it is not currently engaged in any "economic boycott" nor a "boycott of the State of Israel" as those terms are defined in Section 63G-27-102. Contractor further certifies that it has read and understands 63G-27 *et. seq.*, that it will not engage in any such boycott action during the term of this Contract, and that if it does, it shall promptly notify the State in writing.
48. **TIME IS OF THE ESSENCE:** Grantee shall complete any work under the Contract by the deadline in the Contract. Time is of the essence and Grantee shall be liable for all reasonable damages to the State Entity, the State of Utah, and anyone for whom the State of Utah may be liable as a result of Grantee's failure to timely perform under this Contract.
49. **PERFORMANCE EVALUATION:** INTENTIONALLY OMITTED
50. **STANDARD OF CARE:** INTENTIONALLY OMITTED
51. **REVIEWS PERFORMANCE EVALUATION:** The State Entity reserves the right to perform checks, reviews, performance reviews, and/or comment upon Grantee's performance under the Contract. Such reviews do not waive the requirement of Grantee to meet all of the terms and conditions of this Contract.
52. **RESTRICTED FOREIGN ENTITIES AND FORCED LABOR PRODUCT:** INTENTIONALLY OMITTED

(Revision Date: 3/11/2025)

## Attachment B: Off-Highway Vehicle Recreation Grant Terms and Conditions

### **1. PROJECT DESIGN, PROJECT DESCRIPTION, AND USE OF FUNDS:**

- a) The Project Description for this Agreement is outlined in Attachment C. The Grantee hereby agrees to complete that Project Description and shall use the Award funding provided to achieve the goals and benchmarks set forth therein.
- b) Successful completion of the Project will be determined by the State, based on documentation of the completion of goals and benchmarks outlined in Attachment C.
- c) The Grantee shall comply with all applicable Federal and State statutes and regulations and will be responsible for obtaining and maintaining any necessary permits and approvals prior to commencement of the Project.
- d) All requirements listed in the Project application for eligibility and required attachments are incorporated here by reference, though not attached hereto.
- e) The Project shall be completed on or before the Contract termination date.
- f) The Grantee agrees that the Project referenced in this Contract shall not be converted to other than public use without written notice and approval from the Director of the Utah Division of Outdoor Recreation. Furthermore, if the Project developed with the Off-Highway Vehicle Recreation funds is converted to other use, the other use must be of comparable value and may not be converted until both parties agree in writing to the converted use. The converted use must be in the same general location and all costs, fees, permits, due diligence costs, attorney fees, and other expenses in converting the use will be paid by the Grantee.
- g) The Grantee shall maintain or ensure appropriate maintenance, as determined by the State in its sole discretion, of all facilities and property covered by this Contract in a safe, usable, and attractive condition. The Project area shall be kept reasonably open, accessible, and safe for public use. Structures, trails, and trail infrastructure should be maintained throughout their estimated lifetime to prevent undue deterioration and to encourage public use. The State makes no claims to ownership or management interests of facilities constructed under this Contract on lands legally owned by the Grantee.
- h) The Grantee shall provide evidence that the Project has county, city, state, federal, or tribal approval and endorsement. In addition:
  - a. A contract must be signed with the party who will maintain the Project for at least the next five (5) years; and
  - b. Any assets purchased with this Award must be used for their intended purpose for a minimum of ten (10) years, or the life of the asset, and may not be sold or transferred to another entity.

The State reserves the right to request updated documentation and proof of continued support and maintenance contracts, or any other documents related to the Project at any time. The Grantee shall give the State reasonable notice (as set forth in Attachments A and B) of any change in the contract or endorsement status. **Loss of endorsement or maintenance contract may constitute an event of default and result in a clawback of the Award**.

- i) If a Project, or any part of the Project, is located on Federal lands, the Grantee must receive approval from the lead agency responsible for compliance with the National Environmental Policy Act (NEPA). Loss of approval from, or any violation of, Federal regulations shall constitute an event of default and result in the recapture of the Award. The Grantee shall give the State reasonable notice (as set forth in Attachments A and B) in the event that approval of the appropriate public entity has been rescinded or denied. Proof of approval shall be provided and updated as requested by the State.
- j) All property on which Off-Highway Vehicle Recreation funded projects are located must be owned by, or under the control of, the Grantee or entity that has partnered with the Grantee, and any partnership must be approved by the State. If the project crosses private property, as in the case of a trail, a contract must be reached with the property owners to allow the general public a right-of-way across the private property. This should be documented with a Grant of Easement and Right-of-Way, which must be filed with the County in which the real property is located. Proof of property ownership and all contracts, agreements, forms or other information pertinent to the property shall be provided to the State for approval before completion of the Project. Lack of proof shall constitute an event of default and may result in the clawback of the Award and cancellation of the Project.
- k) The Project must have endorsement from any affected local, Federal, or State entities, including a statement that the Project shall meet the requirements of Utah Code § 41-22-19 and Admin R.650-301. The statement shall specify how the Project meets one or more of those requirements, such as by providing for off-highway vehicle needs and facilities, or off-highway vehicle access or travel, and enjoyment and



admiration of the outdoors. These requirements can be fulfilled by the endorsement provided in the Grantee's Project application. If the status of the endorsement changes, the Grantee shall provide reasonable notice (as set forth in Attachments A and B) of such change to the State. The State reserves the right to clawback the Award if the endorsement is rescinded.

- l) The Grantee must check with the Utah Department of Wildlife Resources (DWR) to ensure the project is not in a special management area for endangered species, such as the Sage Grouse. If the project is in or close to a special management area it must first secure written approval from DWR. DWR may continually add or remove species from the list of species requiring a special management area. The Grantee is responsible for maintaining the Project in a way that is current with all DWR regulations and requirements. If the Project is found to be in violation of any regulation regarding the management of species within the Project, it shall constitute an event of default and may result in the clawback of the grant funds.
- m) All fees charged by the Grantee or others in granting access to the project shall be disclosed to the State by providing reasonable notice (as set forth in Attachments A and B). No fees or other restrictions shall be prohibitive to the extent that portions of the public at large will not be able to access the Project. The State reserves the right to determine if such fees are considered prohibitive and thus a violation of this Agreement. If a fee is found to be prohibitive to public access, the Grantee shall have thirty (30) days to change the fee to be reasonable, in the sole discretion of the State. Grantee's failure to comply with this term will constitute an event of default, and the State may clawback the Award.
- n) The Grantee shall notify the State of the public opening date. Upon the public opening of the Project, the Grantee shall make every effort to make the public aware of the Project's existence with appropriate publicity and marketing. Such publicity can include, but is not limited to, a grand opening ceremony, press release to the local media, social media postings, or in any other manner, as determined by the State, to appropriately promote the public use of the Project.

## **2. NATURE OF ENTITY:**

- a) The Grantee affirms that it is a political subdivision of the State, Federal agency, State agency, or an Organized user group as defined in Admin R650-301-4 (Eligible Entities) of the Utah Code, and is physically located within the State of Utah.
- b) The Grantee affirms that it is not a for-profit entity: for-profit entities may not receive Off-Highway Vehicle Recreation funding.

## **3. REPORTING:**

- a) Reports shall be provided by the Grantee to the State at least every twelve (12) months, and no later than sixty (60) days after the Contract termination date in the Agreement. Each report shall include the following:
  - i. Assurances that all monies paid to the Grantee were used towards completion of the Project outlined in Attachment C;
  - ii. A brief synopsis of the work completed in the previous twelve months; and
  - iii. An outline of the work anticipated to be completed in the next six to twelve months.

Notwithstanding the above, Grantee must also comply with the reporting requirements set forth in Admin R650-301-8, and as otherwise required by the State, in its sole discretion.

## **4. FUNDING UPFRONT:**

- a) The Awardee shall not receive any of the Award Amount until this Contract is fully signed and executed.
- b) Up to 75% of the Award Amount may be awarded upfront in 25% increments prior to full completion of the Grantee's Project. These upfront funds must be spent, and documentation submitted to the State documenting the same, before the State will consider providing the final 25% of the Award. Under Admin R650-301-8, the State will withhold the final 25% of Award until final completion of the Project, and receipt of any required documentation of the Project's completion, as set forth below. In addition, in order to receive upfront funding, Grantee must submit:
  - i) A Project timeline showing expenditures of a portion of the Award Amount in six- or twelve-month increments;
  - ii) A Project budget showing the expenditure of upfront funds, such as bids, quotes or other documentation showing the need for upfront funding; and
  - iii) Any other documentation required by Utah statute, rule or Division of Outdoor Recreation policy, or requested by the State that is pertinent to the Award.

The remaining 25% of funds may only be disbursed upon the completion of the Grantee's Project, a final on-site inspection (if applicable), and submission of the Final Report, in addition to any other documentation required or requested by the State.

- c) In no event shall payments from the State to the Grantee exceed the sum of the Award.
- d) All funds must be spent by the Grantee within the Scope of Work of the Grantee's Project.
- e) The Grantee must provide matching funds as listed under Section 5 of this Agreement.
- f) A portion of the Grantee's required matching funds may be paid in cash, or
- g) A portion of the Grantee's required matching funds may be provided through an in-kind contribution if:
  - i. The in-kind donation is approved in advance by the State; and
  - ii. The in-kind donation is for services or materials that are directly related to the Grantee's Project, as defined in the Project Description (Attachment C).

#### **5. REIMBURSEMENT REQUESTS:**

- a) Reimbursement requests must be received by the State within 60 days after the Contract termination date. Grantee may request a Project extension if completion of the Project will not meet the current Contract termination date, as set forth in the Agreement. **An amendment request must be submitted 60 days prior to the initial Contract termination date. All expenditures must be dated prior to the Contract termination date.**
- b) The following documentation shall, at a minimum, be provided upon the State's receipt of a final reimbursement request:
  - i. Copies of invoices and evidence of payment (checks, bank statements, etc.) for work done on the Project;
  - ii. Records of volunteer labor or other in-kind donations for work done on the Project;
  - iii. Several photos to show the Project is complete;
  - iv. A final report with the description of the Project;
  - v. A description and an itemized report detailing the expenditure of the Award or the intended expenditure of any Award Amount that has not been spent;
  - vi. The Division's reimbursement request document, or a letter of request on Grantee's letterhead specifying the requested Award Amount; and
  - vii. Any additional documentation requested by the State.
- c) Requests shall be submitted electronically to the Grant Manager, Rachel Toker, at [racheltoker@utah.gov](mailto:racheltoker@utah.gov). It is Grantee's sole obligation to ensure that any electronic messages or requests are received by the Grant Manager, and to retain documentation thereof. The Grantee shall document that the entirety of the Award received by the Grantee for this Project was spent on effectuating the completion of the Project.

#### **6. SITE VISITS:** The Grantee shall cooperate with reasonable requests for site visits during the process of completion and after completion of the Project.

#### **7. AUDIT:**

- a) The Grantee shall allow State auditors to make audits and inspections of all records relating to this Project.
- b) The Grantee shall make available for audit and inspection the records of expenditures relating to this Project until all State audits are completed, or for a period of up to five (5) years from the termination date of this Contract, except that, for any assets purchased with the Award Amount, Grantee shall make available for audit and inspection the records showing that the asset is being used for its intended purpose for a minimum of ten (10) years, or the life of the asset, as the asset may not be sold or transferred to another entity.
- c) The Grantee shall refund to the State any portion of the Award spent that did not meet the requirements of this Contract, including any portion of the Award determined by audit to be ineligible under the Agreement, or in accordance with State or Federal law.
- d) The record retention schedule in this paragraph shall take precedence over that stated in Attachment A of this Agreement.

#### **8. EVALUATION:** The State reserves the right to conduct an independent evaluation of the use of the Award and the activities covered by this Contract, including achievement of goals and benchmarks, location of the

Grantee, and achievement of outcomes and economic development. Such evaluation may employ qualitative as well as concrete measures of outcomes. The State reserves the right to engage consultants or others to conduct this evaluation. The Grantee agrees to allow the State or its representatives access to, and will make its personnel, facilities, records, and sponsors available to, State evaluators, subject to reasonable notice (as set forth in Attachments A and B).

9. **BREACH OF CONTRACT:** The State reserves the right to demand a refund of the full amount of the Award, grant or a portion thereof, or to terminate this Contract and pay no further funds to Grantee, in the event that the Grantee breaches any of the terms of this Contract, or those in the documents incorporated by reference, but not attached.
  10. **ATTRIBUTION:** The Grantee shall make appropriate and reasonable efforts to ensure that the Utah Division of Outdoor Recreation is recognized as a partner in the Project. Such efforts may include recognition of the State in fundraising materials, use of the Utah Division of Outdoor Recreation name and official logo, and other appropriate attribution for the funding made possible by the State .
  11. **ACCESS TO DATA:** At the State's request, the Grantee shall allow the State access to data and information about the Project to assess progress and ensure that Award Funds are being spent on the Project specified within the Grantee's Project application.
  12. **STATE CONTACT PERSON/NOTICE:** The State designates the Off-Highway Vehicle Grant Administrator of the Division of Outdoor Recreation at the State, or their designee, as the contact person to consult with the Grantee on an ongoing basis. The contact person will provide the Grantee with any additional guidelines, standards, procedures, and reporting requirements on which the State will review progress and evaluate performance hereunder.
- Unless otherwise specified in this Agreement, any requirement to provide notice to the State shall be in writing, by certified mail (return receipt requested) or by a similar service (such as UPS), which provides a notice of receipt documenting that the notice was delivered to the individual designated in paragraph 1 of the Agreement, at the address provided by the State, and signed for by the Off-Highway Vehicle Grant Administrator of the Division of Outdoor Recreation at the State, or their designee. It is Grantee's sole obligation to ensure that notice is received by the State and the State shall not be held liable for Grantee's failure to strictly comply with the notice requirements of this Agreement.
13. **LICENSE TO PROMOTE:** The Grantee gives to the State a perpetual, irrevocable, worldwide, transferable, royalty-free, and non-exclusive license to publicly display the Grantee and its Project for any reasonable purpose, including display on State websites, without any attribution or compensation to the Grantee. The Grantee agrees to acknowledge State funding in publications, presentations or other promotional material.

### **Attachment C: Project Description**

The following was the Project description submitted:

San Juan County will use our maintenance equipment to repair the damaged areas in the Black Mesa Trail system. We will need to haul fill material to make it OHV's accessible for the novice rider. We will clear debris with our dozer and trail cat and add material as needed. We plan to have this project completed within 60 days of funding.



## **Attachment D: Budget**

# OHV RECREATION (OHVR) GRANT APPLICATION BUDGET

Item 14.

Project Name: SJC Trail Maintenance

Organization: San Juan County

## SECTION 1 - BUDGET BREAKDOWN

Line #	Budget Item Description	Intended Vendor	Qty	Price per Item	Total Cost
1	Dozer	SJC	60.0	\$ 121.95	\$ 7,317.00
2	Trail Dozer	SJC	200.0	\$ 121.95	\$ 24,390.00
3	Pick Up Truck (2)	SJC	40.0	\$ 28.87	\$ 1,154.80
4	FT Trail Crew (4 Employees)	SJC	350.0	\$ 45.00	\$ 25,750.00
5	Dually Truck	SJC	20.0	\$ 28.87	\$ 577.40
6	Gooseneck Trailer	SJC	20.0	\$ 7.50	\$ 150.00
7	Transport	SJC	10.0	\$ 82.00	\$ 820.00
8	Transport trailer	SJC	10.0	\$ 13.20	\$ 132.00
9	Culvert 18/24 inch	SJC	200.0	\$ 45.00	\$ 9,000.00
10	Backhoe	SJC	40.0	\$ 48.63	\$ 1,945.20
11	Backhoe truck and trailer	SJC	10.0	\$ 82.00	\$ 820.00
12	Culvert bedding material	SJC	48.0	\$ 10.80	\$ 518.40
13	Dump Truck	SJC	15.0	\$ 82.00	\$ 1,230.00
					\$ -
				Total:	\$ 73,804.80

## SECTION 2: BREAKDOWN OF FUNDING - REQUIRED

OHVR Funds	Applicant Cash	Applicant In-Kind	Partner Cash / In-Kind	Total Cost	Cost Category
\$ 4,878.00		\$ 2,439.00		\$ 7,317.00	
\$ 24,390.00				\$ 24,390.00	
		\$ 1,154.80		\$ 1,154.80	
\$ 25,750.00				\$ 25,750.00	
		\$ 577.40		\$ 577.40	
		\$ 150.00		\$ 150.00	
		\$ 820.00		\$ 820.00	
		\$ 132.00		\$ 132.00	
\$ 9,000.00				\$ 9,000.00	
		\$ 1,945.20		\$ 1,945.20	
		\$ 820.00		\$ 820.00	
		\$ 518.40		\$ 518.40	
		\$ 1,230.00		\$ 1,230.00	
				\$ -	
< should match >			Total:	\$ 73,804.80	

Please provide any notes or info you would like us to be aware of regarding this budget when reviewing:

## TOTALS

OHVR Funds Requested	\$ 64,018.00
Applicant's Match (Cash & In-Kind)	\$ 9,786.80
Partner's Match	\$ -
Total Project Cost	\$ 73,804.80
Match %	13%

### Please follow these steps to complete the grant budget:

1. List the items you plan to use/purchase for the project, including quantity and price.
2. The total cost in Section 1 will be calculated automatically.
3. In Section 2, provide details on funding sources and the contribution from each entity.
4. Ensure that the 'Total Cost' amounts match in both categories.
5. The bottom totals will also be automatically calculated.

A max 10% contingency for equipment & materials can be added as a separate budget item under OHVR Grant request.

### Additional Notes:

- The current volunteer rate in Utah is \$33.46/hour.
- Section 2 – Applicant Cash: Include cash, employee wages, other grants, taxes, and shipping & handling costs.
- Applicant In-Kind: Include donated equipment, tools, materials, and volunteer labor.
- Cost Categories 1-5 are match funds; 6-8 are OHVR request funds.
- Personnel can be either match or OHVR.



## STAFF REPORT

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**MEETING DATE:** May 20, 2025

**ITEM TITLE, PRESENTER:** Business License Interlocal Agreement, Trent Herring, Blanding City Manager, Kaeden Kulow, Monticello City Manager, Erin Nielson, Town of Bluff City Manager, Talia Hansen, SJC Economic Development Manager

**RECOMMENDATION:** Approval

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### SUMMARY

The purpose is to address the issue of our business being overburdened with having to have multiple business licenses. We also want to simplify the process to help promote business development in our county.

This agreement has been done in partnership with the city and economic development department.

### HISTORY/PAST ACTION

None

### FISCAL IMPACT

It will not cost the county or cities money to implement

## **MEMORANDUM OF UNDERSTANDING BETWEEN SAN JUAN COUNTY, BLUFF, MONTICELLO, AND BLANDING CITY**

This Memorandum of Understanding ("MOU") is made and entered into on May 13, 2025, by and between **San Juan County, Town of Bluff, City of Monticello, and City of Blanding** (collectively referred to as "the Parties").

### **1. Purpose**

The purpose of this MOU is to establish a mutual agreement among the Parties to recognize a business license obtained by a business at its home office location anywhere within San Juan County, Utah, as valid and accepted by all municipalities and the County without requiring additional licensing.

### **2. Agreement Terms**

#### **A. Annual Business License Recognition**

- A business that has obtained a valid business license from its home office location within San Juan County shall not be required to obtain additional business licenses from any other municipality or San Juan County for the purpose of operating within their jurisdiction.
- Each Party agrees to recognize and honor business licenses issued by any of the other participating entities.

#### **B. Temporary Business License Exclusion Clause**

- Temporary business licenses are expressly excluded from the mutual recognition provisions of this Agreement. Businesses operating under a temporary, seasonal, event-based, or provisional license shall not qualify for reciprocal recognition across the Parties. Any business seeking to conduct temporary operations within the jurisdictional boundaries of the Parties must obtain a separate temporary business license directly from that entity, in accordance with its local ordinances and fee schedules.

#### **C. Compliance and Oversight**

- Each Party shall maintain its authority to enforce local regulations, zoning, and business operation standards within its jurisdiction.
- Businesses must comply with all applicable state and local laws, including but not limited to tax collection, health and safety regulations, and operational requirements.

#### **D. Communication and Cooperation**

- The Parties agree to coordinate efforts to ensure the smooth implementation of this agreement and to address any concerns that may arise.



- Regular meetings or discussions may be held as needed to evaluate the effectiveness of this MOU and address any necessary revisions.

### 3. Term and Termination

- This MOU shall become effective upon execution by all Parties and shall remain in effect unless terminated by mutual agreement or upon 60 days' written notice by any Party.
- If any Party withdraws from this MOU, an amendment to this agreement shall be made and the remaining Parties may continue under its terms as applicable.

### 4. Amendments

- Any amendments to this MOU must be in writing and agreed upon by all participating Parties.

### 5. Signatures

IN WITNESS WHEREOF, the undersigned representatives of San Juan County, Bluff, Monticello, and Blanding City have executed this Memorandum of Understanding as of the date first written above.

#### SAN JUAN COUNTY

By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

#### TOWN OF BLUFF

By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

#### CITY OF MONTICELLO

By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

#### CITY OF BLANDING

By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Date: \_\_\_\_\_

## Public Drinking Water System USDA Preliminary Engineering Report Town of La Sal, Utah

### Scope, Fee & Schedule for Engineering Services

The scope of this study is to update the previously completed Feasibility Study to meet the requirements of a USDA Preliminary Engineering Report (PER). The following is a summary of the scope proposed by JUB for this PER.

- 1) PROJECT PLANNING
  - a) Location
  - b) Environmental Resources Present
  - c) Population Trends
  - d) Community Engagement
- 2) EXISTING FACILITIES
  - a) Location Map
  - b) History
  - c) Condition of Existing Facilities
  - d) Financial Status of any Existing Facilities
  - e) Water/Energy/Waste Audits
- 3) NEED FOR PROJECT
  - a) Health, Sanitation, and Security
  - b) Aging Infrastructure
  - c) Reasonable Growth
- 4) ALTERNATIVES CONSIDERED
  - a) Description
  - b) Design Criteria
  - c) Map
  - d) Environmental Impacts
  - e) Land Requirements
  - f) Potential Construction Problems
  - g) Sustainability Considerations
    - i) Water and Energy Efficiency
    - ii) Green Infrastructure
    - iii) Other
  - h) Cost Estimates
- 5) SELECTION OF AN ALTERNATIVE
  - a) Life Cycle Cost Analysis
  - b) Non-Monetary Factors
- 6) PROPOSED PROJECT (RECOMMENDED ALTERNATIVE)
  - a) Preliminary Project Design

- b) Project Schedule
- c) Permit Requirements
- d) Sustainability Considerations
  - i) Water and Energy Efficiency
  - ii) Green Infrastructure
  - iii) Other
- e) Total Project Cost Estimate (Engineer's Opinion of Probable Cost)
- f) Annual Operating Budget
  - i) Income
  - ii) Annual O&M Costs
  - iii) Debt Repayments
  - iv) Reserves

## 7) CONCLUSIONS AND RECOMMENDATIONS

### **Fee**

JUB Engineers proposes to perform the scope included here in for a lump sum fee of **\$35,000**.

### **Schedule**

JUB Engineers will have this PER ready for submittal to USDA within 6 months of Notice to Proceed from the Client.

## STANDARD SERVICE PROVIDER CONTRACT

Item 16.

This standard service provider contract is between San Juan County, a political subdivision of the State of Utah, and the following person or entity (the “Service Provider”):

Service Provider:	J-U-B Engineers, Inc	Contact Phone Number:	(801) 547-0393
Contact Person:	Brian Deeter, PE	Contact Email Address:	brd@jub.com
Address:	466 North 900 West Kaysville, Utah 84037	Type of Service:	La Sal Drinking Water Engineering

San Juan County desires to obtain the services of a professional and competent service provider to provide the contractual services under this contract.

San Juan County solicited qualifications from three certified and pre-approved licensed engineering firms using the State of Utah Design professional Services of Pre-Qualified/Approved Vendors pursuant to Administrative Rule R33-5-105,

San Juan County’s Evaluation Committee selected the proposal and qualifications of J-U-B Engineering to propose a price to provide the feasibility assistance to the County and to act as the Service Provider if that fee met the requirements of R33-5-105; and

On January 18, 2022, The San Juan County Board of Commissioners executed the Standard Service Provider Contract with J-U-B Engineering to complete the La Sal Water System Feasibility Study which was completed in July of 2024; and

In April of 2025, The San Juan County Board of Commissioners approved the application to the United States Department of Agriculture for \$35,000.00 in Preliminary Engineering Report funds to continue the project and reach a point where the project would qualify as a shovel ready project; and

The Service Provider, who has represented to San Juan County that it is a competent contracted initially for the feasibility study and being that they are most familiar with the initial concepts and initial water service plans desires to provide the contractual services under this contract; and

The Service Provider, who has represented to San Juan County that it is a competent and experienced service provider and a licensed engineer in the State of Utah in accordance with Utah Code Title 58 Chapter 22, Professional Engineers and Professional Land Surveyors Licensing Act, desires to provide the contractual services under this contract; and

It is in the best fiscal interests of the County to continue as a Sole Source Vendor with the Service Provider being that they are most familiar with the project and established fees used to obtain outside grant funding for the project.

The parties therefore agree as follows:

**1. Scope of Services.** The Service Provider agrees in summary as follows and detailed as Exhibit A:

- A. The scope of this study includes Project Planning, Exploring Existing Facilities, Needs Based Assessment for the Project, Alternatives Considered, Section of Alternatives and Proposed Project.
- B. The report for project planning will include location, environmental resources present, population trends and projections and La Sal community engagement.
- C. Existing facility reviews will include location mapping, history, conditions of existing facilities, financial status of existing facilities and water/energy/waste audits.
- D. Establishing the needs for the project includes a review of the health, sanitation and security, aging infrastructure, and reasonable growth.
- E. The alternatives considered includes a description with design criteria, map, environmental impacts, land requirements, potential construction problems, sustainability considerations (water and energy efficiency, green infrastructure and other) as well as a refinement of the cost estimates.
- F. The selection of an alternative shall demonstrate life cycle costs analysis and non-monetary factors.
- G. The proposed projects with the recommended alternative shall demonstrate the preliminary project design, project schedule, permit requirements, sustainability considerations (water and energy efficiency, green infrastructure, and other), total project costs estimate (Engineer’s Opinion of Probable Costs), an annual operating budget (income, annual
- H. The Service Provider and San Juan County staff will evaluate potential funding sources for the continuation and implementation of the La Sal drinking water project. Resources include State, Federal and County funding possibilities.



## 2. Compensation.

- A. Upon the Service Provider's completion of its duties under section 1 of this contract, San Juan County will pay the Service Provider \$35,000.00.
- B. San Juan County shall mail its payment to the Service Provider within 30 days after the Service Provider completes its duties under section 1 of this contract, unless the parties agree, in writing, to alternative payment arrangements.
- C. Service Provider shall disclose its tax identification or Social Security number to San Juan County before a check or payment will be made by San Juan County to Service Provider.
- D. If this contract is terminated early, San Juan County will pay the Service Provider for the duties completed under section 1 of this contract through the date of early termination.
- E. The Service Provider is responsible for any taxes, contributions, assessments, or fees, which arise from payments made by San Juan County to the Service Provider.
- F. The Service Provider is responsible for paying all subcontractors, material providers, jobbers, or any other person who or entity that provides materials, services, equipment, utilities or otherwise at the request of Service Provider and in connection with or relating to this contract.

## 3. Effectiveness, Date, and Termination. This contract will become effective when all parties have signed it. The date of this agreement will be the date this agreement is signed by the last party to sign it (as indicated by the date associated with that party's signature). This contract will terminate on December 30, 2026 at 11:59 p.m.

## 4. Early Termination.

- A. San Juan County may terminate this contract if annual appropriations, as part of San Juan County's annual public budgeting process, are not made or are insufficient to pay the Service Provider. This termination will be effective at the time that San Juan County's notice is effective under section 8.
- B. San Juan County may terminate this contract due to its dissatisfaction with the Service Provider's services, which termination will be effective at midnight on the fifth day after San Juan County's notice is effective under section 8.
- C. San Juan County may terminate this contract for any reason, which termination will be effective at midnight on the 30<sup>th</sup> day after San Juan County's notice is effective under section 8.
- D. San Juan County may terminate this contract, which termination will be effective at the time San Juan County's notice is effective under section 8, if:
  - (1) The Service Provider engages in or permits any unlawful or disruptive conduct or any activity not permitted by law, regulation, ordinance, this contract, and/or the policies of San Juan County; and
  - (2) The Service Provider fails to immediately cease such conduct or activity after notification by law enforcement, San Juan County, or otherwise.
- E. Either party may terminate this contract after a material breach of this contract by the other party, which termination will be effective after the notice is effective under section 8.

## 5. Warranties.

- A. The Service Provider warrants to San Juan County that:
  - (1) All materials and equipment furnished under this contract shall be:
    - (a) New;
    - (b) Under manufacturer's warranty;
    - (c) Of reasonable quality; and
    - (d) Free from faults and defects; and
  - (2) All services performed under this contract shall:
    - (a) Be of reasonable quality;
    - (b) Conform with reasonable professional standards; and
    - (c) Conform to codes, regulations, and laws.
    - (d) Materials, Plans, Artwork, Drawings, Brochures, Maps, and Documents produced under this contract will be owned by San Juan County upon completion. San Juan County may use these items in future projects or opportunities as the County needs arise without written consent or authorization from any other party. Use or reuse of these items for any purpose other than intended by this Agreement shall be at San Juan County's sole risk.
- B. Service Provider shall correct or replace any materials or equipment that do not satisfy subsections 5.A.(1)(a)-(d) within 30 days after San Juan County's notice is effective under section 8.
- C. Service Provider shall correct any services performed that do not satisfy subsections 5.A.(2)(a)-(c) within 30 days after San Juan County's notice is effective under section 8.

- D. The parties acknowledge that the warranties set forth in Title 70A, Chapter 2, Part 3, Utah Code Annotated, apply to this contract.
- E. The Service Provider shall assign and deliver to San Juan County all manufacturers' warranties relating to the materials and equipment furnished under this contract as soon as reasonably possible, but in no event later than 10 days after this contract terminates.

**6. Insurance.** The Service Provider shall maintain for the duration of this contract and for six years after the termination of this contract, the following types of insurance:

- A. A valid occurrence form commercial general liability insurance policy, which covers contractual liability and contractual agreements, with minimum limits as follows:
- (1) Each occurrence - \$1,000,000.00;
  - (2) Damage to Rented Premises - \$300,000.00;
  - (3) Medical Exp. (Any one person) - \$5,000.00;
  - (4) Personal and Adv. Injury - \$2,000,000.00;
  - (5) General aggregate - \$2,000,000.00; and
  - (6) Products – Comp/Op aggregate - \$2,000,000.00;
- B. A valid automobile liability insurance policy that satisfies the minimum amounts required by Utah law; and
- C. A valid Workers Compensation and Employers' Liability insurance policy with minimum limits as required by Utah law. If any proprietor, partner, executive, officer, member, or other person is excluded from the Workers Compensation and Employers' Liability insurance policy, the Service Provider shall provide San Juan County with the applicable state issued waiver.

For the duration of this contract and for six years after the termination of this contract, San Juan County may request the Service Provider to provide San Juan County with certificates or other records that demonstrate that the Service Provider is in compliance with the insurance requirements set forth in this section (the "Certificates/Records"). If the Service Provider fails to provide San Juan County with the requested Certificates/Records within three business days of San Juan County's request, San Juan County may immediately terminate this contract. If the Service Provider fails to have the insurances required by this contract, San Juan County may immediately terminate this contract.

- 7. Indemnification.** With respect to any judicial, administrative, or arbitration action, suit, claim, investigation, or proceeding ("Proceeding") against San Juan County, San Juan County's officers, employees, agents, consultants, advisors, and other representatives, and each of their heirs, executors, successors, and assignees ("San Juan County Indemnitees") that arises out of this contract or the acts or omissions of Service Provider (each, a "Claim"), Service Provider shall, for the duration of this contract and for a period of six years after the termination of this contract, indemnify those San Juan County Indemnitees against any amount awarded in, or paid in settlement of any Proceeding, including interest ("Loss") and any out-of-pocket expense incurred in defending a Proceeding or in any related investigation or negotiation, including court filing fees, court costs, arbitration fees, witness fees, and attorneys' and other professionals' fees and disbursements ("Litigation Expense") (Loss and Litigation Expense means "Indemnifiable Losses") arising out of that Proceeding, except to the extent that San Juan County negligently or intentionally caused those Indemnifiable Losses.
- 8. Notices.** All notices must be in writing and must be delivered personally, by a nationally recognized overnight courier, or by United States mail, postage prepaid and addressed to the parties at their respective addresses set forth below, and the same shall be effective upon receipt if delivered personally, on the next business day if sent by overnight courier, or three business days after deposit in the United States mail, if mailed. The initial addresses of the parties shall be:

<u>San Juan County</u>		<u>Service Provider</u>
San Juan County Attn: Mack McDonald PO Box 9 Monticello, UT 84535	<u>With a copy to:</u> San Juan County Attn: Attorney's Office PO Box 850 Monticello, UT 84535	Brian Deeter, PE J-U-B Engineering 466 North 900 West Kaysville, Utah 84037

- 9. Independent Contractor.** The Service Provider shall perform this contract as an independent contractor. The Service Provider acknowledges that it and its representatives are not employees of San Juan County, and, thus, have no right to and shall not be provided with any San Juan County benefits.
- 10. Conflict of Terms.** In the event of any conflict between the terms of this contract and any documents referenced in this contract or incorporated into this contract by reference, including exhibits or attachments to this contract, this contract shall control.

**11. Assignment Restricted.** Except with the prior written consent of the other party, each party shall not transfer, including merger (whether that party is the surviving or disappearing entity), consolidation, dissolution, or operation of law:

- A. Any discretion granted under this contract;
- B. Any right to satisfy a condition under this contract;
- C. Any remedy under this contract; or
- D. Any obligation imposed under this contract.

Any purported transfer in violation of this section will be void.

**12. Waiver.** No waiver of satisfaction of a condition or nonperformance of an obligation under this contract will be effective unless it is in writing and signed by the party granting the waiver.

**13. Entire Contract; Amendment.** This contract, including all attachments, if any, constitutes the entire understanding between the parties with respect to the subject matter in this contract. Unless otherwise set forth in this contract, this contract supersedes all other agreements, whether written or oral, between the parties with respect to the subject matter in this contract. No amendment to this contract will be effective unless it is in writing and signed by both parties.

**14. Governing Law; Exclusive Jurisdiction.** Utah law governs any Proceeding brought by one party against the other party arising out of this contract. If either party brings any Proceedings against the other party arising out of this contract, that party may bring that Proceeding only in a state court located in San Juan County, Utah (for claims that may only be resolved through the federal courts, only in a federal court located in Salt Lake City, Utah), and each party hereby submits to the exclusive jurisdiction of such courts for purposes of any such proceeding.

**15. Severability.** The parties acknowledge that if a dispute between the parties arises out of this contract or the subject matter of this contract, the parties desire the court to interpret this contract as follows:

- A. With respect to any provision that it holds to be unenforceable, by modifying that provision to the minimum extent necessary to make it enforceable or, if that modification is not permitted by law, by disregarding that provision; and
- B. If an unenforceable provision is modified or disregarded in accordance with this section, by holding that the rest of the contract will remain in effect as written.

**16. Counterparts, Digital Signatures, and Electronically Transmitted Signatures.** If the parties sign this contract in counterparts, each will be deemed an original but all counterparts together will constitute one contract. If the parties digitally sign this contract or electronically transmit signatures by email, such signatures will have the same force and effect as original signatures.

Each party is signing this contract on the date below the party's signature.

<p>SAN JUAN COUNTY</p>   <p>By: _____</p> <p>San Juan County Board of County Commissioners</p> <p>Date: _____</p> <p>ATTEST:</p>   <p>_____          Lyman Duncan          San Juan County Clerk/Auditor          Date: _____</p>	<p>J-U-B Engineering, Inc</p>   <p>By: _____</p> <p>Brian Deeter, PE</p> <p>Date: _____</p>
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**Exhibit A**  
**Detailed Scope of Work**





May 9, 2025

San Juan County  
P.O. Box 338  
117 South Main Street  
Monticello, UT 84535

RE: Approval of Funds – SEARCH GRANT


Dear Mack McDonald:

This is to inform you that your request for USDA Rural Development grant funds in the amount of \$30,000 have been approved and funds have been obligated in our finance office as of May 9<sup>th</sup> 2025

A copy of executed RD Form -1940-1, "Request for Obligation of Funds" is attached for your records.

If you have any questions, please do not hesitate to contact Kevin Hacking, Loan Specialist, in our Vernal office at 435-789-2100.

Sincerely,

 Digitally signed by Kevin  
Hacking  
Date: 2025.05.09 14:33:23  
-06'00'

Kevin Hacking  
Community Programs Loan Specialist

cc: Karl Larsen, Community Programs Director

# REQUEST FOR OBLIGATION OF FUNDS

<b>INSTRUCTIONS-TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED ( )</b> <b>Complete Items 1 through 29 and applicable Items 30 through 34. See FMI.</b>			
<b>1. CASE NUMBER</b> ST CO BORROWER ID 52-019-682764233		<b>LOAN NUMBER</b>	<b>FISCAL YEAR</b> 2025
<b>2. BORROWER NAME</b> San Juan County		<b>3. NUMBER NAME FIELDS</b> (1, 2, or 3 from Item 2)	
PO Box 9 117 South Main Street #221		<b>4. STATE NAME</b> Utah	
Monticello		<b>5. COUNTY NAME</b> San Juan	
<b>GENERAL BORROWER/LOAN INFORMATION</b>			
<b>6. RACE/ETHNIC CLASSIFICATION</b> 1 - WHITE 2 - BLACK 3 - AI/AN 4 - HISPANIC 5 - API	<b>7. TYPE OF APPLICANT</b> 1 - INDIVIDUAL 2 - PARTNERSHIP 3 - CORPORATION 4 - PUBLIC BODY 5 - ASSOC OF FARMERS 6 - ORG. OF FARMERS 7 - NONPROFIT-SECULAR 8 - NONPROFIT-FAITH BASED 9 - INDIAN TRIBE 10 - PUBLIC COLLEGE/UNIVERSITY 11 - OTHER	<b>8. COLLATERAL CODE</b> 1 - REAL ESTATE SECURED 2 - REAL ESTATE AND CHATTEL 3 - NOTE ONLY OR CHATTEL ONLY 4 - MACHINERY ONLY 5 - LIVESTOCK ONLY 6 - CROPS ONLY 7 - SECURED BY BONDS 8 - RLF ACCT	<b>9. EMPLOYEE RELATIONSHIP CODE</b> 1 - EMPLOYEE 2 - MEMBER OF FAMILY 3 - CLOSE RELATIVE 4 - ASSOC
<b>10. SEX CODE</b> 1 - MALE 2 - FEMALE	<b>11. MARITAL STATUS</b> 1 - MARRIED 2 - SEPARATED 3 - UNMARRIED (INCLUDES WIDOWED/DIVORCED)	<b>12. VETERAN CODE</b> 1 - YES 2 - NO	<b>13. CREDIT REPORT</b> 1 - YES 2 - NO
<b>14. DIRECT PAYMENT</b> (See FMI)	<b>15. TYPE OF PAYMENT</b> 1 - MONTHLY 2 - ANNUALLY 3 - SEMI-ANNUALLY 4 - QUARTERLY	<b>16. FEE INSPECTION</b> 1 - YES 2 - NO	
<b>17. COMMUNITY SIZE</b> 1 - 10 000 OR LESS (FOR SFH AND HPG ONLY) 2 - OVER 10,000		<b>18. USE OF FUNDS CODE</b> (See FMI)	
<b>COMPLETE FOR OBLIGATION OF FUNDS</b>			
<b>19. TYPE OF ASSISTANCE</b> 517 (See FMI)	<b>20. PURPOSE CODE</b>	<b>21. SOURCE OF FUNDS</b>	<b>22. TYPE OF ACTION</b> 1 - OBLIGATION ONLY 2 - OBLIGATION/CHECK REQUEST 3 - CORRECTION OF OBLIGATION
<b>23. TYPE OF SUBMISSION</b> 1 - INITIAL 2 - SUBSEQUENT	<b>24. AMOUNT OF LOAN</b>	<b>25. AMOUNT OF GRANT</b> \$30,000.00	
<b>26. AMOUNT OF IMMEDIATE ADVANCE</b>	<b>27. DATE OF APPROVAL</b> MO DAY YR	<b>28. INTEREST RATE</b> 0 %	<b>29. REPAYMENT TERMS</b>
<b>COMPLETE FOR COMMUNITY PROGRAM AND CERTAIN MULTIPLE-FAMILY HOUSING LOANS</b>			
<b>30. PROFIT TYPE</b> 1 - FULL PROFIT 2 - LIMITED PROFIT 3 - NONPROFIT			
<b>COMPLETE FOR EM LOANS ONLY</b>		<b>COMPLETE FOR CREDIT SALE-ASSUMPTION</b>	
<b>31. DISASTER DESIGNATION NUMBER</b> (See FMI)		<b>32. TYPE OF SALE</b> 1 - CREDIT SALE ONLY 2 - ASSUMPTION ONLY 3 - CREDIT SALE WITH SUBSEQUENT LOAN 4 - ASSUMPTION WITH SUBSEQUENT LOAN	
<b>FINANCE OFFICE USE ONLY</b>		<b>COMPLETE FOR FP LOANS ONLY</b>	
<b>33. OBLIGATION DATE</b> MO DA YR		<b>34. BEGINNING FARMER/RANCHER</b> (See FMI)	

If the decision contained above in this form results in denial, reduction or cancellation of USDA assistance, you may appeal this decision and have a hearing or you may request a review in lieu of a hearing. Please use the form we have included for this purpose.

Position 2

ORIGINAL - Borrower's Case Folder

COPY 1 - Finance Office

COPY 2 - Applicant/Lender

COPY 3 - State Office

# CERTIFICATION APPROVAL

For All Farmers Programs

EM, OL, FO, and SW Loans

This loan is approved subject to the availability of funds. If this loan does not close for any reason within 90 days from the date of approval on this document, the approval official will request updated eligibility information. The undersigned loan applicant agrees that the approval official will have 14 working days to review any updated information prior to submitting this document for obligation of funds. If there have been significant changes that may affect eligibility, a decision as to eligibility and feasibility will be made within 30 days from the time the applicant provides the necessary information.

If this is a loan approval for which a lien and/or title search is necessary, the undersigned applicant agrees that the 15-working-day loan closing requirement may be exceeded for the purposes of the applicant's legal representative completing title work and completing loan closing.

## 35. COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL

Grant is approved subject to the following

1. Letter of grant approval conditions dated 4/21/2025
2. Rus. Instruction 1774 and Rus. grant Agreement
3. Grant closing conditions issued by USDA Rural Development

36. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time. I agree to use the sum specified herein, subject to and in accordance with regulations applicable to the type of assistance indicated above, and request payment of such sum. I agree to report to USDA any material adverse changes, financial or otherwise, that occur prior to loan closing. I certify that no part of the sum specified herein has been received. I have reviewed the loan approval requirements and comments associated with this loan request and agree to comply with these provisions.

(For FP loans at eligible terms only) If this loan is approved, I elect the interest rate to be charged on my loan to be the lower of the interest rate in effect at the time of loan approval or loan closing. If I check "NO", the interest rate charged on my loan will be the rate specified in Item 28 of this form. \_\_\_\_\_ YES \_\_\_\_\_ NO

**WARNING:** Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

Date April 30, , 20 25

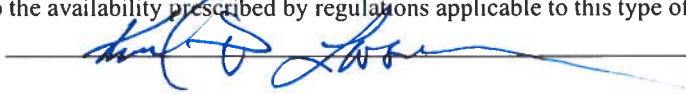
  
Mack McDonald, Chief Administrative

(Signature of Applicant)

Date \_\_\_\_\_ , 20 \_\_\_\_\_

(Signature of Co-Applicant)

37. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purpose of and subject to the availability prescribed by regulations applicable to this type of assistance.



(Signature of Approving Official)

Typed or Printed Name: Karl P. Larsen

Date Approved: 5-1-25

Title: CP Program Director

38. TO THE APPLICANT: As of this date 5-9-25 , this is notice that your application for financial assistance from the USDA has been approved, as indicated above, subject to the availability of funds and other conditions required by the USDA. If you have any questions contact the appropriate USDA Servicing Office.



# SAN JUAN COUNTY COMMISSION

Silvia Stubbs	Chairman
Lori Maughan	Vice-Chair
Jamie Harvey	Commissioner
Mack McDonald	Administrator

Utah Governor's Office of Economic Opportunity  
 Utah Broadband Center  
 60 East South Temple Suite 300  
 Salt Lake City, Utah 84111-1004

May 15, 2025

RE: Digital Opportunity Grant

To Whom It May Concern-

On behalf of the San Juan County Commission, I am pleased to submit this letter in strong support of San Juan County's application for the Digital Access and Opportunity Grant. This initiative aligns with our General Plan to enhance broadband connectivity and expand internet access across the county; a priority driven by the expressed needs of our residents and deems this service as a primary infrastructure.

Improved internet connectivity is essential to addressing the digital divide in San Juan County. The proposed project will not only expand access to high-speed internet, including fiber-optic infrastructure, but also establish comprehensive digital literacy training programs. These programs will equip our citizens with the skills to safely navigate the internet, avoid potential risks, and leverage online resources for education, healthcare, and economic opportunities. By fostering digital inclusion, this grant will support remote work, advanced education, and economic mobility, directly contributing to the goals outlined in our County General Plan.

To ensure the success of this initiative, San Juan County will collaborate with local nonprofit organizations to develop and deliver training programs tailored to our diverse communities, including the Navajo Nation, Ute Mountain Ute Tribe, and Southern San Juan Band of Paiutes. These programs will be offered in Navajo at our local Chapter Houses, bringing accessible, culturally sensitive training directly to residents. Interpreters will be available to facilitate effective communication and engagement.

The Digital Access and Opportunity Grant will be transformative for San Juan County, promoting equitable access to technology and supporting our vision for a connected, prosperous future. We fully endorse this application and respectfully urge you to fund it in its entirety.

Sincerely,

Silvia Stubbs  
 San Juan County Commission Chair