

**WEBER-MORGAN BOARD OF HEALTH
MINUTES OF MEETING
November 25, 2013**

The Weber-Morgan Board of Health held its regular meeting on November 25, 2013 in the Health Department auditorium at 477 23rd Street. The meeting was called to order at 4:00 p.m. with Jay Jenkins presiding.

BOARD MEMBERS PRESENT:

Jay Jenkins, Chair	Tina Kelley, Vice-Chair
Frank Brown	Jan Zogmaister
Neil Garner	Rich Harris
Ken Johnson	Matthew Bell
Dave Holmstrom	

BOARD MEMBERS EXCUSED:

Kerry Gibson	Jamie Grandpre
--------------	----------------

STAFF MEMBERS PRESENT:

Gary House	Kay Larrison
Claudia Price	Colleen Jenson
Louis Cooper	Cindy Pitcher
Brian Cowan	Lori Buttars
Michelle Cooke	George Chino

OTHERS PRESENT:

Chris Allred

Welcome – Jay Jenkins

Jay Jenkins calls the meeting to order at 4:02 p.m. He notes that items 5 and 8 related to Board of Health elections and appointments will be deferred to January 2014.

Board Member Recognition and Appreciation

Gary House acknowledges the time served by Jay Jenkins and Rich Harris and expresses gratitude from both the Weber-Morgan Health Department and the community. Their terms end on December 31, 2013; they are presented gifts of appreciation.

Approval of Minutes of October 28, 2013 – Jay Jenkins

Motion Passes

A **MOTION** is made by **Matt Bell** and **SECONDED** to accept the minutes as written. The **MOTION** passes unanimously.

Adoption of Onsite Wastewater Treatment Systems Regulation– Brian Cowan

Motion Passes

Brian Cowan says the public hearing on the changes to the Onsite Wastewater Treatment Systems Regulation was held November 13, 2013; comment period was open until November 14, 2013. One person attended and asked questions, but left no comments. The one email comment asked about the change to annual inspections and the fee. Brian reminds board members that three main changes are requested: 1) format the regulation to match that of state rule, 2) remove duplicate information in both regulation and rule, and 3) change to annual operating permits. Annual permitting means the health

department can do inspections required by state rule that haven't been done previously. He asks that the regulation be approved with these changes and with a change to the fee schedule – moving the fee of \$132 every two years to \$66 per year. A **MOTION** is made by **Ken Johnson** and **SECONDED** to approve the amended regulation with changes to format, deletion of duplicate information, and move to annual inspection plus the fee schedule change to \$66 a year. The **MOTION** passes unanimously.

Monthly Management Reports for October – Gary House

Information Only

Gary House says October was quiet other than the government shut down at the beginning of the month. There is discussion on school flu clinics and lunches. **Rich Harris** says he attended the Governing Youth Council (GYC) legislative dinner and the presentation was quite impressive.

3rd Quarter Statistical and Financial Reports - Gary House

Information Only

Gary House points out that WIC is up slightly and that seasonal changes have an effect on numbers particularly in temporary food inspections and teen pregnancy school events. **Michelle Cooke** outlines what is involved in school/playground inspections and the time frame for improvements if problems are identified. **Gary House**, speaking to the financial report, explains tax revenue collections come late in the year and that the budget is balanced with use of fund balance with the objective to be at or near zero at year end. Grants represent 25%-30% of revenue. Discussion follows on the use of fund balance, how much is currently in the fund balance (about \$3,000,000), and how it allowed the department to pay for the annex without debt.

Public Comment

Ken Johnson asks about who will open the January board meeting since board elections won't be held until then. Tina Kelley as Vice-Chair will open the meeting directly followed by elections. **Gary House** asks whether a December meeting is needed, and if so, what date. If one is needed, it will be held December 23, 2013.

Executive Closed Session – Jay Jenkins

Motion Passes

Jay Jenkins requests a motion to enter into closed session to discuss character, competence, or physical/mental health of an individual. A **MOTION** is made by **Neil Garner** and **SECONDED**. A roll call vote is taken.

Neil Garner	Aye
Matt Bell	Aye
Ken Johnson	Aye
Tina Kelley	Aye
Jay Jenkins	Aye
Jan Zogmaister	Aye
Frank Brown	Aye
Rich Harris	Aye
Dave Holmstrom	Aye

The motion passes.

The meeting adjourns at 4:32 p.m. Next meeting is scheduled for December 23, 2013 at 4:00 p.m. unless cancelled.