

**WEBER-MORGAN BOARD OF HEALTH
MINUTES OF MEETING
November 23, 2015**

The Weber-Morgan Board of Health held its regular meeting on November 23, 2015 in the Health Department auditorium at 477 23rd Street. The meeting was called to order at 4:00 p.m. with Neil Garner presiding.

BOARD MEMBERS PRESENT:

Neil Garner, Chair	Dr. Ken Johnson	Kerry Gibson	James Ebert
Tina Kelley	Logan Wilde	Dave Holmstrom	Toby Mileski
Brent Taylor			

BOARD MEMBERS NOT PRESENT:

Dr. Frank Brown	Matt Bell
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STAFF MEMBERS PRESENT:

Brian Bennion	Kay Larrison	Lou Cooper	Dung Banh
Colleen Jenson	Jarelyn Cox	MaryLou Adams	Melody Sullivan
Lori Buttars	Cathy Bodily	Brian Cowan	Michelle Cooke
Michela Gladwell	JoAnn Wengreen	Abby Weymouth	Jacob Matthews
Melissa Stenquist	Sunny Hayes	Bryce Sherwood	Travis Olsen
Ellen Seely	Elaine Wendt	Jesse Bush	Yvonne Campbell

OTHERS PRESENT:

Chris Crockett – Weber County Deputy Attorney	Craig Butters	Leia Larsen
Hillary Robertson		

Welcome and Introductions – Neil Garner

Neil Garner calls the meeting to order at 4:00 p.m. and welcomes those in attendance.

Approval of Minutes of October 26, 2015 – Neil Garner

Motion Passes

A **MOTION** is made by **Kerry Gibson** and **SECONDED** by **Toby Mileski** to approve the minutes as written. The **MOTION** passes unanimously.

Community Health Assessment (CHA) Update – Jacob Matthews

Information Only

Jacob Matthews gives a presentation on the Community Health Assessment (CHA) and gives insight into how Weber and Morgan Counties compare to surrounding counties and state and national averages. Weber County has high numbers for teen tobacco use but the new e-cigarette regulation has helped lower that number. Teen substance abuse is higher than surrounding counties but is lower than the national average. Vaccination rates are good in public schools but are in need of improvement in charter schools. There is discussion about survey questions and why no data for Morgan County is available. **Neil Garner** expresses his appreciation for the relationship with Weber State University in this project and **Jacob Matthews** concurs what working with the University has helped set a high standard for the CHA.

I/M Stakeholders Meetings – Brian Bennion/ Dave Holmstrom

Information Only

Brian Bennion explains that a meeting was held with I/M shop owners and health department staff. A facilitator was present and there are a few areas that the staff is now researching and reviewing to take back and present to the air quality work group. **Dave**

Holmstrom says it was a very good meeting and thanks Craig Butters for his involvement. **James Ebert** expresses appreciation for the effort to create a better partnership with I/M station owners.

Air Quality Advisory Committee (AQAC) Applications-Brian Cowan Information/Motion Passes

Brian Cowan reminds the Board that in October's Board of Health meeting they appointed Veronica French to the AQAC and that there was discussion about a provision in the resolution allowing two additional alternate members. He asks if the Board would like to appoint two alternate members at this meeting or wait until January when three other committee members' terms expire. There is discussion about whether the members whose terms are expiring have been attending meetings, if they would be interested in being reappointed, how long they have been on the committee, and if there is a maximum number of terms in the resolution. There is further discussion about who the applicants are representing. **Toby Mileski** notes that he is recommending to appoint Craig Butters because he is an I/M station owner, in charge of fleet management, and also owns a gravel pit. A **MOTION** is made by **Toby Mileski** and **SECONDED** by **Dave Holmstrom** to appoint Craig Butters and Bill Self as alternate members of the Air Quality Advisory Committee. The **MOTION** passes unanimously.

2016 Budget Approval-Kay Larrison

Information Only

Kay Larrison gives an update on the 2016 budget stating that it was presented to the Weber County Commission on November 3rd and at the county budget public hearing on November 16th. The tax adjustment of \$200,000 from the health department in July was originally expected to be replenished. The Commission has asked all county departments to make a 1% cut which would be \$100,000 for the health department. According to Scott Parke, Weber County Comptroller, the final budget that will be approved December 22nd will include a reduction of the administrative fees paid to Weber County by \$100,000 to offset the July tax cut. The 2016 budget does not include any COLA or merit step increases for staff. The health fund balance has gone from \$3,775,000 at the beginning of 2015 to a projection of \$2,910,000 at the end of the year. Anticipated use of fund balance for 2016 is \$389,000 to be used to cover operating costs and capital improvements to the roof and first floor remodeling, leaving \$2,521,000 or 23% of 2016 total revenue. The goal for the fund balance is 20%. If funds are used in 2016 for completion of the annex, this rate could be at 18% at the end of 2016. The trust fund established for the air quality program is expected to be \$690,000 at the end of 2016. This is restricted funds to a specific program (air quality) which could be misleading if included in the operating health fund balance. The Board of Health finance committee was presented with a proposal that the health department enter into a lease/purchase agreement with Woodbury Corporation for the property directly to the east of the main building on Adams Avenue. The space would be used to allow parking for health department owned vehicles in a secure area freeing up twenty spaces in the current parking lot. This would adjust costs of operations and have an effect on future fund balances. There is discussion on when it will be known if the trust fund will be included in the fund balance, replacing condensers mentioned at a previous meeting, the proposal of the lease/purchase agreement, and employee benefits. **Toby Mileski** questions if the Board still needs to approve the 2016 budget. **Tina Kelley** explains that the Board should have made a motion for recommendation for the budget in September. The Commissioners will finalize the budget in December and the health department will report back in January's board meeting for budget approval.

Health Department Annex-Brian Bennion

Information Only

Brian Bennion explains that the health department received a draft of the lease after last month’s board meeting and met with 911 today. The health department has given 911 a more detailed draft of the lease with comments and recommendations. He says acquiring the lot to the east of the main building would help with the parking issue and would be a great addition to the health department. The health department and 911 will meet again to fine tune details such as security, keeping the health department campus smoke-free, rent, and depreciation expenses. Once a draft that both entities feel comfortable with is completed, it will be sent out to board members for comments and feedback.

Directors Report- Brian Bennion

Information Only

Monthly Leadership Report

Brian Bennion reports that the two new soccer fields behind Ogden School District offices are finished with an additional field now being constructed. The health department has a “Be Air Aware” sign installed and will incorporate other signs from other programs. Weber County will be transitioning to the new Tyler accounting system in January and Kay has spent many hours working with other individuals in getting the health department ready for the launch. Nursing gave vaccinations in forty-three elementary schools. Emergency Services participated in several annual health and safety fairs. As part of the liaison program, health department staff met with the mayor and city council of Huntsville to update them on the department’s services. No board meeting is planned for December.

James Ebert expresses his appreciation for the health department being active out in the community and the efforts taken in earning the citizens trust. Meeting with each city and making sure they know what services the health department provides is valuable in informing the public and promoting the department. He also reminds staff to remember they are representing the health department when they are out in the public and how they look, dress, and act is a reflection on the department. **Neil Garner** adds that board members need to support and attend events in the community when possible.

Tina Kelley asks as a member of the Legislative Committee for the State Boards of Health that the politicians on the board be open to questions she may have.

Ken Johnson reports that the annual NALBOH Conference will be August 10th through the 12th in St Louis, Missouri.

Public comment

No public comment

The meeting adjourns at 5:02 p.m. The next meeting is scheduled for January 25, 2016 at 4:00 p.m.