

**Weber-Morgan Board of Health  
Minutes of Meeting  
August 28, 2017**

The Weber-Morgan Board of Health held its regular meeting on August 28, 2017 in the Health Department auditorium at 477 23<sup>rd</sup> Street. The meeting was called to order at 4:01 p.m. with Ken Johnson presiding.

**BOARD MEMBERS PRESENT:**

Ken Johnson-Chair	Neil Garner	Frank Brown	Brent Taylor
James Ebert	Toby Mileski	Jim Harvey	Dave Holmstrom
Tina Kelley	Roland Haslam		

**STAFF MEMBERS PRESENT:**

Brian Bennion	Brian Cowan	MaryLou Adams	Michela Gladwell
Jesse Bush	Colleen Jenson	Lori Buttars	Amy Carter
Melody Sullivan	Jenny Richardson	Roxanne Gonzales	Summer Day
Cathy Bodily	Michelle Cooke	Scott Braeden	Bryce Sherwood
Jann Fawcett	JoAnn Wengreen		

**OTHERS PRESENT:**

Chris Crockett

**Welcome and Introductions – Ken Johnson**

**Ken Johnson** calls the meeting to order at 4:01 p.m. and welcomes those in attendance.

**Approval of Board of Health Minutes of June 26, 2017**

**Motion Passes**

**Dave Holmstrom** asks for clarification on the ‘subcommittee’ mentioned under the Proposed Changes to I/M Operator Testing in the June minutes. He asks if this is the same committee that was dissolved at the April meeting. The subcommittee that is mentioned is a group of stakeholders, health department staff, and board member Toby Mileski who met to discuss the test. The word ‘subcommittee’ will be changed to ‘discussion group’ to prevent being mistaken with the dissolved Air Quality Advisory Committee or the Board of Health Air Quality Committee. A **MOTION** is made by **Dave Holmstrom** and **SECONDED** by **Toby Mileski** to approve the minutes with that change. The **MOTION** passes unanimously.

**Proposed Changes to I/M Operator Testing-Scott Braeden**

**Motion Passes**

**Scott Braeden** informs board members that the first CP-Emissions Prep Class at the Ogden-Weber Tech College had eleven people enrolled with all eleven passing the class and five passing the health department pre-test on the first try. He proposes adding a line item on the Weber-Morgan fee schedule for a \$20 fee to take the I/M pre-test if it is failed more than three times. A **MOTION** is made by **Toby Mileski** and **SECONDED** by **Neil Garner** to approve the proposed changes to the fee schedule. The **MOTION** passes unanimously.

**E-Cigarette Regulation/Request for Public Hearing-**

**Motion Passes**

**Bryce Sherwood**

**Bryce Sherwood** presents the Board with a timeline on changes that

have preempted the Weber-Morgan E-cigarette regulation due to new state laws and FDA rules. The regulation has been updated and staff proposes taking it to public hearing. A staff member will be assigned as hearing officer with a 30 day comment period and brought to the Board at the October meeting. A **MOTION** is made by **Jim Harvey** and **SECONDED** by **Neil Garner** to go to public hearing on the E-cigarette regulation with a staff member serving as hearing officer. The **MOTION** passes unanimously.

### **2017 Budget Update-Brian Cowan**

**Information Only**

**Brian Cowan** hands out the budget report for the first half of 2017. He says the health department is operating where anticipated although percentage numbers of revenue received looks low as some contract payments do not arrive until July. The health department fund balance was \$3,101,677 on January 1<sup>st</sup> and was budgeted for \$263,118 to be used for normal expenses and \$156,800 to go to the Weber County IGP initiative. This reduces the fund balance by almost \$420,000. The goal is to have about 20-25% of annual operating costs in the fund balance. There is discussion on return from the fund balance and authority to redirect investment of these funds. A suggestion is made to have the Board of Health Finance Committee research investment opportunities. There is a request for a 3<sup>rd</sup> quarter budget update at the November Board of Health meeting.

### **Nurse Family Partnership Funding-**

**Information/Motion Passes**

**MaryLou Adams**

**MaryLou Adams** reviews the timeline of the Nurse Family Partnership and explains that funding for the program will end on September 30, 2017. As of now, there are two nurses serving 57 families. She presents several options to continue helping these families by transitioning them into similar programs such as Weber-Morgan Health Department's Targeted Case Management for Early Childhood (TCM), or other programs that are school and community based or funded by United Way of Northern Utah. In order to prevent families from dropping out, she recommends a soft transition by using \$45,000 of the health department fund balance to help ease these families into the appropriate program by the end of the year. All but eight families are eligible for Medicaid and could meet requirements for the TCM program which does not have such strict requirements as the NFP. There is discussion on the benefits of the NFP program and how it helps in social, behavioral, and educational aspects for both the mother and child. There is discussion on how long it would take to transition these families to other programs and if it could be accomplished before December 31 so it won't take the full \$45,000. Board members discuss how important it is to make sure these babies are born healthy, mothers are educated, and how waiting another month may cause families to drop out. This program is described as a way to help these families become self-sufficient and break out of the poverty cycle. Using the fund balance while the department is operating at a deficit is discussed as well as requests for local data on numbers of healthy and premature births. A **MOTION** is made by **Tina Kelley** and **SECONDED** by **Neil Garner** to use \$45,000 of the Weber-Morgan Health Department fund balance to continue funding the NFP program until December 31, 2017 or

earlier if families can be transitioned sooner. The **MOTION** passes 5 votes in favor to 4 votes against with 1 abstaining vote.

**Board of Health Bylaws-Chris Crockett**

**Information Only**

**Chris Crockett** explains proposed changes to the Board of Health Bylaws. He added statutory changes and has modified the language to match the language in the statutes. There is discussion on the difference between bylaws and the Interlocal Agreement, filling vacancies, adding a provision for electronic participation at meetings, and if a quorum is required at an emergency meeting. There are suggestions to add clarification language if completing the remainder of a term, address conflict of interest in the annual meeting rather than have it written in the bylaws, and to define an emergency meeting. Other recommendations are to look at Board composition and the Interlocal Agreement in order to diversify, highlight new items on the document, and add that minutes should be distributed within two weeks following the meeting.

**Director's Report-Brian Bennion**

**Information Only**

**Brian Bennion** informs the Board that Jann Fawcett, Weber-Morgan Health Department Safe Kids Coordinator, received an International Award for Excellence for the Safe Kids Coalition. She has been the coordinator for the coalition for 17 years and received the award in Baltimore, Maryland in July. This is an international award involving 400 communities across the U.S. and 30 countries from around the world. Michela Gladwell has accepted the position of Environmental Health Division Director. She returns to Weber-Morgan Health Department after working at the state in the wastewater program.

**Chairman's Report-Ken Johnson**

**Information Only**

There are no comments.

**Public comment**

There are no comments.

The meeting adjourns at 5:37 p.m.