Weber-Morgan Board of Health
Minutes of Meeting
June 22, 2026

The Weber-Morgan Board of Health held its regular meeting on June 22, 2026, in the Health Department Annex at 455 23rd Street. The meeting was called to order at 4:00 p.m. with Dr. Lee Schussman presiding.

BOARD MEMBERS PRESENT:

Lee Schussman	Ryan Barker
Ken Johnson	Sharon Bolos
Jed Burton	Tiffany Bears - Virtual
Shaun Myers	Cheryle Allen - Virtual
Bonnie Wahlen	

BOARD MEMBERS ABSENT:

Ali Martinez Vaughn Nickerson Gina Butters Frank Brown

STAFF MEMBERS PRESENT:

Brian Cowan	Lori Butters	Carlisle Newman
Scott Braeden	Kelly McElwain	Amy Carter
Michela Harris	Lekelsi Talbot	Rebekah Aitchison
Kirk Spolar	Jarelyn Cox	Clara Bradford
Adriana Pruitt	Toni Vazquez	

OTHERS PRESENT:

Lauren Thomas
Jerika Mays

Welcome and Introductions – Dr. Lee Schussman
Dr. Lee Schussman calls the meeting to order at 4:02 p.m. and welcomes those in attendance.

Friend of Public Health Award **Information Only**

Brian Cowan introduced Jerika Mays and recognized her with the Friend of Public Health Award in acknowledgment of her contributions to community health and partnership with the department. As Director of the Seager Memorial Clinic, she led initiatives including the annual Seager Memorial Clinic Health Fair that is held at Ogden Technical College, providing free medical, dental, mental health, pharmacy, screening, and immunization services to uninsured and underinsured residents while allowing students to volunteer. Additional contributions included establishing an immunization voucher program with the Health Department and Ogden School District, supporting Medical Reserve Corps volunteer opportunities, advancing community health worker programs, and contributing to community health assessments and improvement planning. The department recognized her leadership, collaboration, and lasting impact on public health in Weber and Morgan counties and presented her with a commemorative plaque.

Stall of Fame Award **Information Only**

Sharon Bolos presented the Stall of Fame award to Toni Vazquez in recognition of outstanding performance in the asthma program. Sharon Bolos shared that Toni's supervisor, Cami Sullenger, submitted the nomination through Human Resources and noted that the state recognized the program's completion of grant goals as the fastest and most efficient in the program's ten-year history. Lekelsi Talbot provided additional information about the asthma program, explaining that it is a home visitation program designed to support families managing uncontrolled asthma through education, inhaler instruction, identification of environmental triggers, and follow-up over 12 months. Lekelsi Talbot stated that the program transitioned to virtual home visits, which improved participation by reducing privacy concerns and increasing engagement with participants. Additional incentives, including air filters funded through prior COVID resources, also supported participation. Lekelsi Talbot highlighted Toni's ability to connect with participants, communicate effectively, and deliver accessible education, contributing to the program's success. Sharon Bolos congratulated Toni and expressed appreciation on behalf of the commissioners and presented a small token of recognition along with the award.

New Employee Introduction **Information Only**

Brian Cowan introduced three new employees to the Board. Clara Bradford was welcomed on her first day as a Community Health Educator with the Community Health team, where she will support teen health programs. Brian Cowan noted that she has a Master of Public Health degree from Brigham Young University. The department also introduced Carlisle (Carly) Newman and Rebecca Aitchison as new nutritionists joining the WIC division. The Board welcomed all three employees and expressed excitement about joining the department.

Approval of Board of Health Minutes of April 27, 2026. **Motion Passes**

A **MOTION** is made by Sharon Bolos and **SECONDED** by Shaun Myers to approve the minutes as written. The **MOTION** passes unanimously.

2026 Fee Schedule **Motion Passes**

Lekelsi Talbot presented proposed updates to the clinical nursing services fee schedule and requested approval for fee adjustments and new services. Proposed changes included revising travel vaccine pricing to actual vaccine cost plus $10 to ensure cost recovery and increasing immigration physical fees by $10 to $350 while maintaining affordability. A new $40 vaccine verification service for immigration clients was also proposed. Lekelsi Talbot requested an increase in STI screening fees from $50 to $60 to support screening, counseling, education, and follow-up services. New Doxy-PEP services were proposed to reduce STI transmission, with fees of $20 for an initial prescription and $40 for a 15-dose refill supply. Lekelsi Talbot also proposed implementing standing orders for presumptive treatment of symptomatic chlamydia and gonorrhea cases, with existing antibiotic treatment fees remaining at $20. Other fees included standardizing replacement record fees at $10 for items requiring provider signatures, introducing a $20 lab titer order service for employment and school requirements, and establishing a $20 fee for chest X-ray orders when the Health Department did not conduct the initial TB screening. Dr. Lee Schussman asked for clarification regarding whether the proposed presumptive STI treatment fees included medication costs. Lekelsi Talbot clarified that the $20 treatment fee includes administration of the recommended medication, consistent with current practice, and

applies per treatment provided. Lekelsi Talbot stated that all proposed fees were intended to remain affordable while supporting program sustainability and improving timely access to care. Lekelsi Talbot states the proposed fees will be posted publicly on the department website would become effective July 1 upon approval. Michela Harris presented updates to the vital records fee schedule and clarified that these fees do not require board approval, as they are established by the state and approved by the state legislature. The updates were shared for informational purposes due to recent changes. Dr. Lee Schussman asked for clarification regarding certified copies of vital records, noting that families often require multiple copies following a death. Michela Harris clarified that the referenced fee applies only to the first certified copy and not to replacement costs previously discussed. Michela Harris asked whether the board had any questions and stated that while the vital records updates were informational only, the remaining proposed fee schedule changes would require board action. A **MOTION** is made by Bonnie Wahlen and **SECONDED** by Shaun Myers to approve the fee schedule as presented. A roll call vote is taken. The **MOTION** passes unanimously.

Finance Report **Information Only**

Adriana Pruitt presented a financial update and reviewed changes since the first quarter report presented in April. The originally approved use of $937,000 from fund balance has been reduced to approximately $580,000 due to several budget adjustments and additional funding received. Adriana Pruitt explained that some key adjustments included an additional $123,000 in WIC funding, which supported converting a part-time nutritionist position to full-time and increased overall revenue. The department also received an electric vehicle replacement grant totaling approximately $1.2 million, with most funds designated as pass-through payments to dealerships and approximately $158,000 supporting salaries, benefits, and administrative costs. Additional changes included a new PDG grant, supplemental tobacco funding, and reactivation of two community health worker positions. Adriana stated that the budget is subject to change and can change significantly throughout the year based on grant activity and reimbursements. Adriana Pruitt explained that a year-to-date finance report showed that current figures are incomplete because grant revenues for April through June and certain June expenditures had not yet been recorded. Grant reimbursements are typically requested monthly or quarterly and posted back to the applicable reporting period once received. A finalized second quarter financial report will be presented after revenue and expenditure activity is fully recorded.

CHA Survey **Information Only**

Kirk Spolar, the Weber Morgan Health Department informaticist, introduces an overview of the 2026 Community Health Assessment (CHA) process and its role in informing the Community Health Improvement Plan (CHIP) and future resource allocation decisions. The CHA cycle includes collecting and analyzing community data, identifying health priorities, implementing improvement strategies, and evaluating outcomes to guide future assessments. Kirk Spolar stated that the previous assessment was completed in 2023 during the later stages of COVID-19 and that current community priorities, demographics, and health needs have shifted. Kirk Spolar states the updated

assessment is designed to be more actionable and focused on measurable outcomes for Weber and Morgan counties over the next three years. The key improvements for 2026 include transitioning primarily to an online survey format to improve accessibility and participation, reducing survey length and respondent burden, simplifying demographic questions, and incorporating zip code verification to improve data quality. Kirk Spolar states the new focus areas include chronic physical and mental health conditions, environmental concerns, social determinants of health, and clearer survey definitions and response options. Kirk Spolar reported that survey design was developed in collaboration with an internal data team and aligned with previous CHIP priorities. Data collection is expected to occur over the coming months through September, followed by optional focus groups, data analysis, and reporting in September and October. The Results will be used to guide the development of the next Community Health Improvement Plan. Kirk Spolar states that the department plans to expand community engagement through partnerships with community organizations, healthcare providers, schools, local governments, underserved populations, and faith communities. Paper survey options will remain available to support accessibility. Ken Johnson complimented the presentation and asked whether the department coordinates with community health assessments conducted by healthcare systems, specifically to reduce survey fatigue and avoid duplication of efforts. Kirk Spolar explained that timing and community burden were considered during planning, and he stated that while healthcare systems conduct similar assessments on required cycles, this assessment is intended to evaluate different public health priorities using a broader, population-level approach. Kirk Spolar stated that the department had not directly aligned survey questions but could provide additional information regarding coordination efforts. Brian Cowan added that the department participates in community health assessment efforts with healthcare partners and shares data between organizations as part of the CHIP process. While there is some overlap, public health and healthcare systems maintain different objectives and assessment approaches. Ken Johnson explained the importance of minimizing repeated surveys and stated that previous healthcare assessments focused on narrower topics. Kirk Spolar responded that the department intentionally shifted toward a broader, high-level assessment to establish community baselines and identify priority areas before moving into more targeted interventions. Dr. Lee Schussman thanked staff for the presentation and expressed appreciation for the department's efforts to collect accurate and meaningful data in an environment where information quality can be challenging. Kirk Spolar stated the goal of combining survey data, focus group feedback, and existing data sources to ensure findings accurately reflect community needs and support targeted public health actions.

Director's Report **Information Only**

Brian Cowan provided an update on the Public Health Accreditation Board (PHAB) accreditation process. Brian Cowan states that the department initiated accreditation activities at the beginning of the year and submitted approximately 160 documented items to PHAB. Of those, 47 items were returned for clarification or additional information, which he indicated was a positive outcome for the initial submission. Brian Cowan states that the divisions are currently addressing requests and providing

supplemental documentation. Based on recent discussions with PHAB, staff reported confidence that accreditation is on track to be achieved by year-end, pending completion of remaining requirements. An on-site visit is anticipated in August, and board members may be invited to participate in part of the review process. Brian Cowan noted that regular completion of community health assessments and updates to improvement plans are key accreditation requirements. Brian Cowan also provided a measles update, reporting 13 new cases statewide, but it has continued a steady decline following higher transmission earlier in the year. The Weber-Morgan Health Department has reported only two cases to date, and recent wastewater monitoring has shown no detection. Current response efforts remain focused on routine public health activities, including community outreach and promoting immunization. Dr. Lee Schussman asked whether staff knew why the district had experienced few measles cases. Brian Cowan responded that no clear explanation had been identified through available data and that no single factor could be explained. Brian Cowan reported participating in two interim legislative committee meetings at the State Capitol. During the Natural Resources Committee meeting, discussion focused on Utah's waste tire program and potential statutory changes related to funding. Brian Cowan explained that Weber County receives funding tied to tire processing activity and outlined concerns regarding the long-term sustainability of the current fee structure. Brian Cowan also informed the board of the meeting he attended with the transportation committee and the discussion on how potential reductions in vehicle emissions testing requirements could affect local health department funding and program operations. Proposed legislative changes may reduce testing frequency for newer vehicles, though staff indicated legislators appear aware of the need to maintain local program funding. Brian Cowan reminded board members about the 2026 National Association of Local Boards of Health conference scheduled for October 12–14 in San Antonio, Texas, and noted that travel and registration expenses would be covered by the department. Dr. Lee Schussman thanked staff for the updates and commented that the accreditation review process appeared thorough and encouraging based on the level of feedback received.

Chairs' Report **Information Only**

Dr. Lee Schussman stated that an email had previously been sent to the board members and encouraged continued active participation from the board. He reminded members that public health-related board matters can be directed to the health officer, Brian Cowan, at any time and that Brian Cowan has been responsive and informative in prior communications. Dr. Lee Schussman also stated that board members may submit a request for agenda items for consideration and asked members to share any desired items for inclusion on future agendas. Dr. Lee Schussman proposed placing an action item on the next meeting agenda to establish an ad hoc committee to review and evaluate board functioning, to improve board engagement, effectiveness, and overall experience. Dr. Lee Schussman invited feedback and asked whether any additional items should be raised for discussion

The Meeting adjourns at 4:58 p.m.

The next meeting will be held on July 27, 2026.