

**Weber-Morgan Board of Health
Minutes of Meeting
April 27, 2026**

The Weber-Morgan Board of Health held its regular meeting on April 27, 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 - Virtual
Ken Johnson	Sharon Bolos - Virtual
Frank Brown	Tiffany Bears - Virtual
Vaughn Nickerson	Ali Martinez - Virtual
Cheryle Allen	Bonnie Wahlen- Virtual

BOARD MEMBERS ABSENT:

Shaun Myers	Jed Burton	Gina Butters
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STAFF MEMBERS PRESENT:

Brian Cowan	Cami Sullenger	Bryce Sherwood	Korina Beltran
Scott Braeden	Ryan Klinge	Sean Hansen	Brad Child
Amy Carter	Lekelsi Talbot	Sherrie Waters	Zach Heuscher
Kirk Spolar	Jarelyn Cox	Lori Buttars	

OTHERS PRESENT:

Chris Crockett

Welcome and Introductions – Dr. Lee Schussman

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

New Employee Introduction

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Brian Cowan introduced a new staff member, Rachelle Jones, to the Board of Health. She has joined the nursing division and holds a Master of Public Health degree and is a registered nurse. Rachelle brings prior experience in child and maternal health from Arizona, as well as public health and nursing experience in Alaska. The board welcomes Rachelle Jones.

Approval of Board of Health Minutes of February 23, 2026.

Motion Passes

A **MOTION** is made by Vaughn Nickerson and **SECONDED** by Ken Johnson to approve the minutes as written. The **MOTION** passes unanimously.

501 (3) Creation Proposal

Motion Passes

Chris Crockett provided the Board of Health with an overview of the process and considerations involved in creating a 501(c)(3) governmental nonprofit foundation to support the Health Department through grant funding, donations, and fundraising

opportunities. Chris Crockett explained that the Weber Community Foundation was created several years ago to allow organizations and donors to contribute funds for charitable purposes that could then be directed to county programs according to donor intent. Although governmental entities can already accept tax-deductible donations directly, Chris Crockett noted that many organizations and grant opportunities restrict funding to registered 501(c)(3) nonprofits, which has prompted the Health Department to explore creating its own nonprofit entity. Brian Cowan explained that the discussion was initiated after the department's newly hired grant writer identified numerous grants available only to nonprofits, with roughly 40-50 of nearly 100 tracked grant opportunities requiring 501(c)(3) status. Chris Crockett outlined the process for establishing a nonprofit, including identifying the organization's purpose, selecting and registering a name, filing Articles of Incorporation, creating bylaws, appointing a governing board, and applying to the IRS for tax-exempt status, a process expected to take six months to a year. Dr. Lee Schussman asked questions regarding board governance, fiduciary responsibilities, and whether the nonprofit would remain clearly connected to the governmental organization. Chris Crockett explained that the governance structure could be customized through bylaws and emphasized the importance of transparency regarding how donated funds would ultimately support Health Department programs. Ken Johnson asked whether a separate group could independently create a nonprofit associated with the Health Department, and Chris Crockett clarified that organizations substantially controlled or funded by government entities would still be treated as governmental nonprofits subject to additional oversight requirements. Vaughn Nickerson asked whether there were actual grant opportunities available and whether additional staffing would be necessary to manage the nonprofit. Brian Cowan confirmed that grant opportunities do exist and stated that current department staff could likely manage the nonprofit without additional personnel, though grant-funded positions could potentially be added in the future. Ali Martinez asked regarding mission creep and asked how the Health Department would ensure that future grant-funded activities remain aligned with the department's statutory responsibilities. Brian Cowan responded that the nonprofit's bylaws, strategic planning efforts, community health assessments, and community health improvement plans would guide funding decisions and maintain alignment with the department's mission. Bryce Sherwood added that the grant writer is currently tracking approximately 98 grants from organizations such as the Ash Grove Charitable Foundation, Costco, Daniels Fund, and Dell Foundation, many of which require 501(c)(3) status. Frank Brown commented that the large number of potential grants highlighted a significant funding opportunity and expressed support for establishing a dedicated Health Department nonprofit rather than operating under the county's existing foundation. Chris Crockett also noted that the county could provide an interim pathway through the Weber Community Foundation while the Health Department pursued its own nonprofit status, and Brian Cowan confirmed that Michela Harris has been working towards a temporary arrangement with Weber County. A **MOTION** is made by Bonnie Wahlen and **SECONDED** by Vaughn Nickerson to approve the 501 (c) (3) Creation Proposal. The **MOTION** passes unanimously.

Finance Report

Adriana Pruitt presented the final approved 2026 budget, noting a total fund balance utilization of approximately \$937,000, a marginal \$40,000 increase from the tentative budget, primarily due to employee HSA contributions and a corrected duplication of travel funds. A first-quarter financial update indicated expenditures and revenues tracking near 20-22%, consistent with expectations, while tax revenue remains low at

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approximately 1% due to its typical collection later in the fiscal year. Adriana Pruitt noted that tax revenues are expected to increase significantly by mid-year, with full reconciliation occurring toward year-end. The WIC budget line was clarified as an annual entry that will be reflected at the end of the year. Overall, the department is on track with projected expenses and revenues, with more detailed percentage comparisons to be provided in future quarterly reports.

Annual Report

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Brian Cowan presented the 2025 Annual Report, highlighting key community demographics, including a service population of approximately 288,000 residents, a median age of 35, a life expectancy of 78.3 years, a median household income of \$93,007, and 8.4% of households below the poverty level. Division accomplishments included Administration: Reduced purchasing, training, and travel request processing time from 17 days to 2 days through a quality improvement project. Clinic and Nursing Services: Improved internal referral processes and strengthened connections for home visitation and related programs. Environmental Health: Completed a five-year vehicle emissions grant, resulting in 211 vehicle repairs and 148 vehicle replacements. Community Health: Developed the "Path of Hope" memorial garden at the Ogden Botanical Gardens, promoting recovery and healing. WIC Program: Implemented updated federal guidance expanding eligible food items (e.g., canned fish, tofu, and produce) and integrated these into nutrition education. Operational statistics reflected substantial service delivery, including nearly 11,000 vaccinations, over 7,900 birth certificates issued, 1,800 food service inspections, and extensive community outreach efforts. The department reported a total 2025 budget of approximately \$13.4 million, primarily funded through grants and contracts, with most expenditures allocated to salaries and benefits. Communicable disease data showed shifts in trends, including decreased COVID-19 activity, increased influenza cases, and chlamydia remaining a leading reportable condition, with other diseases such as hepatitis C and tuberculosis also noted. Clarification was provided by Amy Carter that reported streptococcal infections refer specifically to invasive cases identified through mandatory laboratory reporting.

Director's Report

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Brian Cowan requested that all Board of Health members complete the annual Open and Public Meetings Act training, with instructions to be sent by Elvira, and asked members to notify her upon completion. Brian Cowan also provided updates on upcoming conferences, including the Utah Association of Local Boards of Health conference at the Davis Conference Center, noting flexible attendance options, and the National Association of Local Boards of Health conference scheduled for October 12–14 in San Antonio, Texas, with travel costs covered. Ken Johnson added that presentation proposal deadlines are approaching and advised board members to assist. Brian Cowan reported on a successful March collaboration with the Weber County Animal Shelter, where 18 individuals received 28 vaccinations, over 300 animals were vaccinated and microchipped, and 12 adoptions occurred, with plans for the event to continue in the future. Brian Cowan gives an update on the measles outbreak, indicating 607 cases statewide since June 2025, with recent declines, while Weber-Morgan reported only two cases in January 2026 and none since, including no recent wastewater detections. In response to questions, staff estimated approximately 10,000 contact tracing notifications for the two cases, supported by community partners such as schools and local organizations. Amy Carter added to the discussion, noting a current hospitalization rate of approximately 8% (about 51 cases), with some complications, such as

encephalitis, requiring longer-term monitoring before accurate rates can be determined.

Chairs' Report

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Dr. Lee Schussman discussed the possibility of periodically sharing public health, epidemiology, and medical literature with Board members, including a recent JAMA article on population health policy and reports from the local epidemiologist. Ken Johnson noted that some journal articles may require paid access and that sharing materials could depend on distribution permissions. The Board members expressed support for the idea of sharing public health updates and resources. Dr. Schussman thanked the Health Department and Board members for their continued work, stating that the department's annual report demonstrates the positive impact being made in the community.

The Meeting adjourns at 5:03 p.m.

The next meeting will be held on June 22, 2026.