Minutes
Board of Directors Meeting
Weber Human Services 3rd floor, Board of Directors Room
Commencing at 8:00 A.M. April 19, 2024.

The Weber Human Services Board of Directors held its scheduled meeting in the Weber Human Services Board Room. The meeting began at 8:01am.

The following members were present:	Staff in attendance:
Gage Froerer	Kevin Eastman
Jim Harvey	Nobu Iizuka
Robert Hunter	Jed Burton
Clint Thurgood	Kristen Mechem
Julie Southwick	Jeremy Hirschi
Sharon Bolos	Michelle Jenson
Matt Wilson (Morgan County)	Stacy Roubinet
	Dave Wilson (Legal)
EXCUSED:	EXCUSED:
	Matt Wilson (legal)
	Shelly Gwynn
	GUEST(S): Susannah Burt

1. **Consent Calendar:**

   a) Welcome

   b) Request for approval of minutes for meeting held on March 15, 2024, at 8:00 a.m.

Motion by Clint Thurgood, seconded by Jim Harvey to approve the March minutes as presented.

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

c) Request for the approval of check register dated March 1, 2024, to March 31, 2024, including voided check 0000127503 in the amount of $2,023,836.97.

Motion by Clint Thurgood, seconded by Jim Harvey to approve the check register as presented.

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

d) Credit Card Purchases for February 2024.

Motion by Clint Thurgood, seconded by Jim Harvey to approve the credit card purchases as presented.

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

e) Request to approve purchase orders:

1. PO#4818- New Horizons Learning, for 4 days of training on Excel, in the amount of $13,738.00.
2. PO#4820- Washington Terrace City, for Evidence Based Substance use disorder prevention services in the Bonneville CTC coalition communities, including Washington Terrace, using Community Centered Evidence Based Prevention, in the amount of $8,000.00.
3. PO#4821- South Ogden City, for Evidence Based Substance use disorder prevention services in the Bonneville CTC coalition communities, including South Ogden City, using Community Centered Evidenced Based Prevention, in the amount of $8,000.00.
4. PO#4822- Riverdale City Corp, for Evidence Based Substance use disorder prevention services in the Bonneville CTC coalition communities, including Riverdale City, using Community Centered Evidenced Based Prevention, in the amount of $9,000.00.
5. PO#4823- Uintah City, for Evidence Based Substance use disorder prevention services in the Bonneville CTC coalition communities, including Uintah City, using Community Centered Evidenced Based Prevention, in the amount of $8,000.00.
6. PO#4824- Bonneville High School, for Evidence Based Substance use disorder prevention services in the Bonneville CTC coalition communities, using Community Centered Evidenced Based Prevention through Bonneville High School, in the amount of $8,000.00.

7. PO#4825- Mon Ami, for Software License (part 2 of 2 installments) and Professional Services (part 2 of 2 Pro Services), in the amount of $49,000.00.
8. PO#4826- Mountain Valley Mechanical, for replacement of (3) 4-ton Roof Top Units and replace with new York 4 ton single packaged R-410A Air Conditioner, Single Stage Cooling, in the amount of $37,939.00.

Motion by Clint Thurgood, seconded by Jim Harvey to approve the POs as presented.

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

2. Action Items

a) Request to approve the WHS Nepotism and Relationship Policy as presented. (First and Second Reading)

Weber Human Services took the State Policy and the County Policy and placed them side by side and went through both and then added language to the Weber Human Services new policy. At the time of a new hire, the new employee must disclose if they are related to anyone working here at Weber Human Services. Kristen Mecham will need to make sure that the new employee will not be working under a relative.

Motion by Sharon Bolos, seconded by Julie Southwick to approve the First Reading of the Nepotism and Relationship Policy as presented.

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

b) Request to approve the FY2025 Aging Area Plan.

Nobu Iizuka presented on the Aging Area Plan for FY2025. See Area Aging Plan for more details.

Motion by Sharon Bolos, seconded by Jim Harvey to approve the FY2025 Aging Area Plan as presented.

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

c) Request to approve the FY2025 Prevention Area Plan.

Susannah Burt presented on the Prevention Area Plan for FY2025. See Prevention Area Plan for more details.

Motion by Clint Thurgood, seconded by Jim Harvey to approve the FY2025 Prevention Area Plan as presented.

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

d) Request to approve the Senior Center 1 year Plan for FY2025.

Mayor Berube encouraged WHS to hurry this along because the cities are in their budget cycle, and he would like to see more fairness in the funding sooner rather than later. WHS proposes for 1 year to equalize funding across all 5 centers: Roy, Washington Terrace, Riverdale, Ogden, and North Ogden. To give all the cities $59,000.00. That means that WHS will pull $59,000.00 out of reserves (non OAA funding) to fund all 5 centers for 1 year. Roy and Washington Terrace at this point have expressed that their limit to partner with WHS is solely using their buildings with WHS doing/funding everything else, and they don't want to put anything else into it. As of July 1st, will be equalize funding. Services at the Washington Terrace and Roy Senior Centers will require potential cutbacks in hours and staffing because they will have less money. Riverdale will continue their current model (since not using OAA Funding). They will continue to do their own meals for now. North View and Ogden will receive additional funding. Sharon Bolos said the mayors are saying that the money to fund the Senior Centers should come from the County. WHS and the County have a set amount of funding are committed to fairly distributing the money. Sharon Bolos asked why the same $59,000 to the 5 centers and not to every center based on participation? Michelle said that it is hard to keep track of participants every day, but WHS will continue to consider ways to include "participation" as a component of the funding formula. WHS will send out a letter to each City letting them know this is our 1-year plan, asking them to respond with their local level of commitment to determine which 3 centers WHS will partner with after this next fiscal year. Commissioner Bolos also wants to include in future contracts that cities cannot "double dip" in funding with this money from WHS as well as potential community development funding. WHS will also add time frames into the letter to the cities to make sure that this plan does not extend beyond one year.

Motion by Sharon Bolos, seconded by Jim Harvey to approve the Senior Center 1 year Plan for FY2025 as presented.

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

3. **Executive Director's Report**

a) Investment plan/Agency needs:
1. Clinical capacity/ program growth.
2. Nutrition Kitchen stability and function
3. Revenue source for Uninsured individuals

Kevin Eastman has been paying off our bonds for 16 years. WHS needs to look at investing for the future. WHS has the problem with capacity. We don't and aren't ready to build a new building. These 3 topics will be discussed in the upcoming months.

Motion by Jim Harvey, seconded by Clint Thurgood to close the meeting and open the executive session.

Roll call vote:

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

4. **<u>Executive Session</u>**

Motion to close and open meeting for the purpose of discussing the character and/or competence of an individual.

Motion by Jim Harvey, seconded by Clint Thurgood to adjourn the meeting.

Roll call vote:

Clint Thurgood	AYE	Julie Southwick	AYE
Gage Froerer	AYE	Robert Hunter	AYE
Jim Harvey	AYE	Matt Wilson	AYE
Sharon Bolos	AYE		

Motion to adjourn Clint Thurgood, seconded by Sharon Bolos seconded.

Chair, Weber Human Services Date

Attest Date