

# BOARD OF DAVIS COUNTY COMMISSIONERS MINUTES

## Board of Davis County Commissioners - Work Session Minutes Tuesday, June 3, 2025

The Board of Davis County Commissioners met for their regularly scheduled meeting at 8:00 AM on June 3, 2025, in room 306 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Required legal notice of this meeting was given.

All documents from this meeting are on file in the Davis County Clerk’s Office. The agenda for this meeting is incorporated into the minutes as item headers.

Following the approved Davis County policy, artificial intelligence (AI) was utilized in the preliminary creation of these minutes. The final minutes were edited and completed by Davis County Clerk's Office staff.

### ROLL CALL

|  |   |
|--|---|
| <b>Chair</b> Lorene Kamalu                       | <b>Human Resources and Risk Director</b> Chris Bone             |
| <b>Vice Chair</b> John Crofts                    | <b>Community and Economic Development (CED) Director</b>        |
| <b>Commissioner</b> Bob Stevenson                | Kent Andersen   |
| <b>County Controller</b> Curtis Koch             | <b>Grants Administrator</b> Ryan Steinbeigle                    |
| <b>Chief Deputy Civil Attorney</b> Neal Geddes   | <b>Economic Development Deputy Director</b> Chanel Flores       |
| <b>Deputy Clerk</b> Becky Wright                 | [arrived 8:25 AM]   |
| <b>Facilities Director</b> Lane Rose             | <b>Health Department Director</b> Brian Hatch [arrived 8:20 AM] |
| <b>Information Systems Director</b> Jeff Hassett |   |

### AGENDA ITEM

2     8:13 - 9:20 AM  
      **#2025-491. A Work Session to discuss Community Services - Presented by Kent Andersen, Director, and Brian Hatch, Director**

Commissioner Kamalu started the meeting at 8:13 AM. Noting that the earlier-than-usual meeting caught some attendees off guard, she chose to move Agenda Item 1 to the end of the meeting and begin with discussion of Agenda Item 2.

[Minute 00:56] Commissioner Kamalu said this discussion of community services was prompted by the County's increased involvement with homeless services following the passage of a new law in 2023. The law required significant effort, and Grants Administrator Ryan Steinbeigle and Economic Development Deputy Director Chanel Flores primarily managed both administration and media relations.

[Minute 02:40] CED Director Kent Andersen clarified that the session was for discussion, not immediate decision-making, aiming to explore whether the current structure for community services (also referred to as human services or community programs) is the right one. The need for homeless services will continue, and a key question is whether CED's Economic Development division is the most appropriate group to focus on those services. He specifically highlighted Ryan Steinbeigle's exceptional work in taking on responsibilities beyond his job description, suggesting a reclassification of his position or the need for more staff if these responsibilities remain in CED.

[Minute 04:15] Director Andersen said he brainstormed with various Davis County officials, looking at where similar types of community services are housed across different departments. He categorized community services into "buckets" [see Attachment A]. Homeless coordination fell under CED due to Deputy Director Flores’ engagement with legislation and because of Economic Development's involvement with the Council of Governments, which established the Winter Overflow Task Force; CED also had existing resources. Homeless coordination has included Code Blue services, which the County hopes to house permanently in the Talia Events Center, acquired by the Health Department. Ryan explained that a 2024 legislative change allowed for an exemption from winter overflow, for the past winter, if a year-round solution was adopted; the Task Force chose to pursue a year-round solution. The Task Force's plan involves helping to create 40 units of permanent supportive housing (PSH) at Station Park, which the State Office of Homeless Services views favorably. Director

Andersen clarified that this would not be a shelter, but individual units with wrap-around services. This project is still several years away, as the Utah Transit Authority (UTA) will select a development partner for a 200-unit mixed-income development. Director Andersen mentioned Ryan’s work on the Continuum of Care (CoC) Builds grant to facilitate this; Commissioners were informed they would be asked to approve the submission of the grant application in the Regular Commission Meeting immediately following this Work Session. Committees related to homelessness, such as the Winter Overflow Task Force, Local Homeless Council, and Continuum of Care were also mentioned.

[Minute 10:42] Housing also falls under CED. Typically, CED has acted as a pass-through and contract administrator for housing programs, such as housing rehabilitation with Habitat for Humanity and soil subsidence work to keep homes from sinking in Woods Cross. The County brought homeownership assistance in-house after severing an agreement with the Davis Community Housing Authority. The Commission allocated \$1.6 million from State and Local Fiscal Recovery Funds (SLFRF) and \$200,000.00 from the Community Development Block Grant (CDBG), which has been loaned out for 41 homes. This is a revolving loan fund of \$1.8 million, with money coming back to the County to make new loans when people sell their houses. Dakota Wurth, who was managing this, has not been replaced due to funding challenges. In addition to facilitating the PSH at Station Park, CED is working to preserve affordable housing units in tax credit projects; there are approximately 1,400 units in 25 developments, and the County is at risk of losing 64 this year.

Director Andersen detailed grants currently managed by CED:

- **Community Development Block Grants (CDBG):** Approximately \$950,000.00 annually, with administrative funds and a 15% allowance for public services and projects such as new construction for housing or supporting organizations such as Safe Harbor or Open Doors.
- **HOME Consortium:** In the past, these have been required to go through the Olene Walker Housing Fund Board. Now funds will come directly to Davis County, and will be an ongoing resource of around \$500,000.00 annually. CDBG and HOME are US Department of Housing and Urban Development (HUD)-related and are presented at public hearings together as part of the same plan.
- **Social Service Block Grant (SSBG):** Around \$100,000.00 of federal money distributed by the State, offering more flexibility.
- **CoC Builds:** The grant for the Station Park project, with a \$1.25 million match requirement, with both CDBG and Home funds eligible as matching funds.
- **Energy Efficiency Community Block Grant (EECBG):** Used for LED lighting at the Davis Conference Center, but expected to be discontinued.

The work in managing these grants, as well as annual monitoring of sub-recipients for compliance with financial policies and outcome achievement, was acknowledged as significant and falling largely on Ryan; Deputy Director Flores was also thanked.

[Minute 17:12] Commissioner Kamalu distributed a handout about the Health Department's long-standing work in human services [see Attachment B]. Dating back to Commissioner Louenda Downs' tenure, the Health Department has focused on convening stakeholders and leveraging data from its Health Assessment to coordinate services. It is a unique initiative in the state, she said, creating what she sees as a "Health and Human Services Department." Commissioner Kamalu noted that the handout should be updated to show Commissioner Crofts as the Local Homeless Council Lead. Marcie Clark, an employee in the Health Department's community outreach group, facilitates collaboration with the Commission for Human Services.

[Minute 20:27] Director Andersen moved the discussion beyond CED, exploring other departments with social service functions. He mentioned the Commission’s work with the Criminal Justice Coordinating Council (CJCC), indigent burial services, the Davis Behavioral Health Liaison, and the Davis Community Housing Authority. He noted that the Commission typically makes appointments to the Housing Authority's board. Director Andersen then invited Chris Bone, Human Resources Director, to discuss the placement of Pre-Trial Services and Legal Defenders within HR. Director Bone explained that Legal Defenders cannot report to the County Attorney due to conflict of interest and were previously under the Clerk/Auditor's Office before moving to HR. Pre-trial services likely landed in HR because Legal Defenders were already there, so HR had the infrastructure. Director Bone admitted the placement is unique, but stated it works due to strong leaders. He detailed ongoing challenges for both areas, including caseloads far above national standards, increased complexity of cases, and attorney wage/contract growth. Pre-Trial Services provides a valuable "upstream service" that helps individuals maintain stability after arrest, through monitoring, which leads to lower failure-to-appear and lower re-offending rates. The HR Director indicated a willingness to move these divisions if the Commission

believes it's best for the County; however, there is a significant legal learning curve involved in working with them. He also mentioned future considerations such as a potential location move if the State builds a new court; it would benefit justice services to have a screening unit at the jail. Commissioner Kamalu said this could potentially be funded by opioid settlement funds.

Director Andersen said CED has been somewhat reactionary in its deployment of funds. The department is required to create 5-year plans, but they are not as strong as the Davis4Health plan.

[Minute 30:45] Brian Hatch, Health Department Director, was invited to provide insight into the Davis4Health plan and the Davis Links program. Davis4Health did start with Commissioner Downs' advocacy for coordinating resources, but it ceased to function when she left office. Director Hatch later approached former Commissioner James E. Smith to formalize the concept of a human services cabinet. Davis4Health is an umbrella collaboration focused on assessing community needs and creating 5-year plans to develop upstream health services. Davis County has a lot of resources, but nobody knows about them; when put together, the services have a collective impact. One of Davis4Health's projects is Davis Links, a virtual resource locator funded through American Rescue Plan Act (ARPA) COVID-19 funds, where the public can access information on over 1,500 existing community services. Participating agencies input their information and keep it up to date. The next phase is an in-person component for those without online access. Director Hatch emphasized moving away from "sprinkling a few dollars here and there" because collective impact is lost when sprinkling resources. He advocated moving toward strategic investment based on identified priorities and outcomes. Davis4Health's 5-year plan focuses on two priorities: prevention and access. He noted the state's consolidation of Health and Human Services, bringing aging, behavioral health, substance abuse, and health under one agency. In Davis County, the Health Department runs aging services and health, while Davis Behavioral Health handles substance abuse and behavioral health, although there is crossover. Director Hatch recommended making changes that allow greater continuity for planning, regardless of who is in elected office. For example, he suggested moving the beekeeper contract from the Commission Office to the Health Department, because the Health Department already has a finance team and other services to handle that type of contract; it's a consolidation that could result in a gain of support and efficiencies.

[Minute 39:20] Director Andersen reiterated that the purpose of the meeting was to gauge appetite for exploring a new structure. The discussion then focused on the many boards Commissioners serve on, whether those are statutory requirements, how the board duties relate to the daily running of those departments and agencies, and whether that's the best use of Commissioners' time as leaders. Some of these agencies, such as Davis Behavioral Health, run on their own with the County managing the contract for funding. Commissioner Kamalu mentioned the benefit of cross-collaborations to prevent siloing.

Director Hatch pointed to Aging Services as an example of how restructuring can make a difference. The previous version of Aging Services was audited and shown to have serious issues, so it was merged into the Health Department. The new structure created efficiencies, including having only one director, which saved \$300,000.00. Now is a good time to look at structures again, because the County has purchased a building for Senior Services that is also going to be used for Code Blue. Two departments will be coordinating activities in one building, so consideration needs to be given to who will pay for building costs and administration, who will organize volunteers, etc.

[Minute 53:10] Commissioner Stevenson proposed that the CED, Health, and HR directors should work with the County Controller to develop a recommendation for bringing services together, including information about financials and personnel requirements, to be presented before the upcoming budget season. There was a general agreement that while some programs, such as Legal Defenders, might remain separate due to their unique nature, closer collaboration and potential consolidation of others would be beneficial. Commissioner Stevenson advised taking a realistic approach and not "nickel and diming" or expecting staff to do jobs outside their descriptions due to unfunded mandates. Director Andersen confirmed the need for cross-collaboration regardless of structure, citing Deputy Director Flores' engagement in housing. Deputy Director Flores added that the State is potentially moving affordable housing programs from the Department of Workforce Services (DWS) to the Governor's Office of Economic Opportunity (GOEO) to align with the Governor's goal of 30,000 homes by 2030.

[Minute 57:58] Director Hatch gave a reminder that funding received for specific purposes, such as money for tobacco prevention, must be used for that purpose. In restructuring, the County has to decide what it wants to support. He also noted that creating a new structure to handle community services becomes another director of programs in the County, but administration is needed. Currently, the County is absorbing administration costs for programs such as Code Blue. It's an efficiency that saves money, Director Hatch said, but it comes at

a cost of actual workload. The County is missing out on opportunities related to priorities because there isn't a structure and a full-time administrative team moving us in that direction, he said, adding that the County is reactive and needs a vision for the future. This is an opportunity to create a lasting structure that moves the County forward.

Commissioner Kamalu advised that the CJCC operates in a neutral space, typically under a County executive, where stakeholders can discuss policy in a systems approach.

Director Hatch said it would be nice to know and document the Commission's statutory requirements versus each organization's. For example, the County should know where the Housing Authority fits and what is required of the County. The role of Commissioners in each of these areas should be known, as well as how the organization is set up. In the end, the outcome would be a clear understanding of the County's responsibilities.

1 9:20 - 9:27 AM  
**#2025-553. A Work Session to discuss the Emissions Tech Center - Presented by Brian Hatch, Director, Health - Admin**

[Minute 1:07:36] Director Hatch provided an update on the Emissions Tech Center project. The County has collapsed the emissions testing program at the Kaysville Emissions Tech Center to the point that only half of the building is being used for this purpose. Three parcels of land were purchased in conjunction with the Health Department's parking lot project. The third piece of property was a service station, which will be vacated by the current tenant in September. The next phase of the plan is to use that service station property for the new Tech Center and move out of Kaysville to allow that property to be used for other purposes. Director Hatch requested approval to move forward with a Request for Proposal (RFP) process to tear down the existing service station and construct a new building, as it's likely cheaper than remodeling and will last longer. He confirmed that funding is already in the Capital Fund, and he is budgeting \$3 million. The RFP will go through the normal process. Construction will potentially start early next year, with the goal of leaving the Kaysville property by the end of next year. The Commissioners agreed that Director Hatch should move forward with the RFP process.

**MEETING ADJOURNED**

The meeting adjourned at 9:27 AM.


**ATTACHMENTS**

All publicly distributed materials associated with this meeting are noted as the following attachments:

- A1-A2. Community Services
- B1. Davis County Human Services & Davis4Health Priorities

Minutes Prepared by:  
Becky R. Wright  
Deputy Clerk

Minutes Approved on:  
07/01/2025

  
Brian McKenzie (Jul 1, 2025 15:19 MDT)  
Brian McKenzie  
Davis County Clerk

  
Lorene Kamalu (Jul 1, 2025 11:31 MDT)  
Lorene Miner Kamalu  
Commission Chair

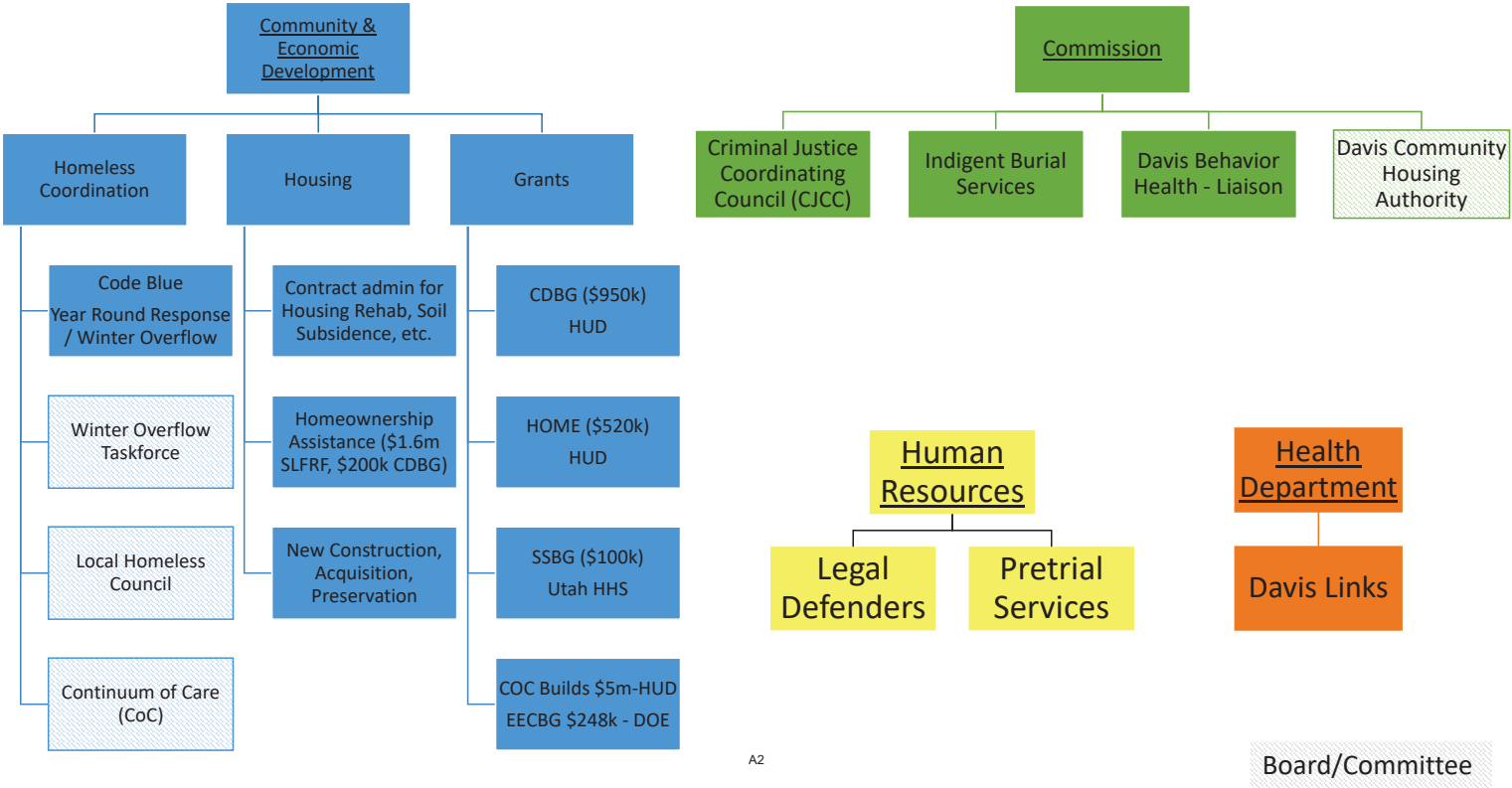


# Community Services Discussion

## June 3, 2025



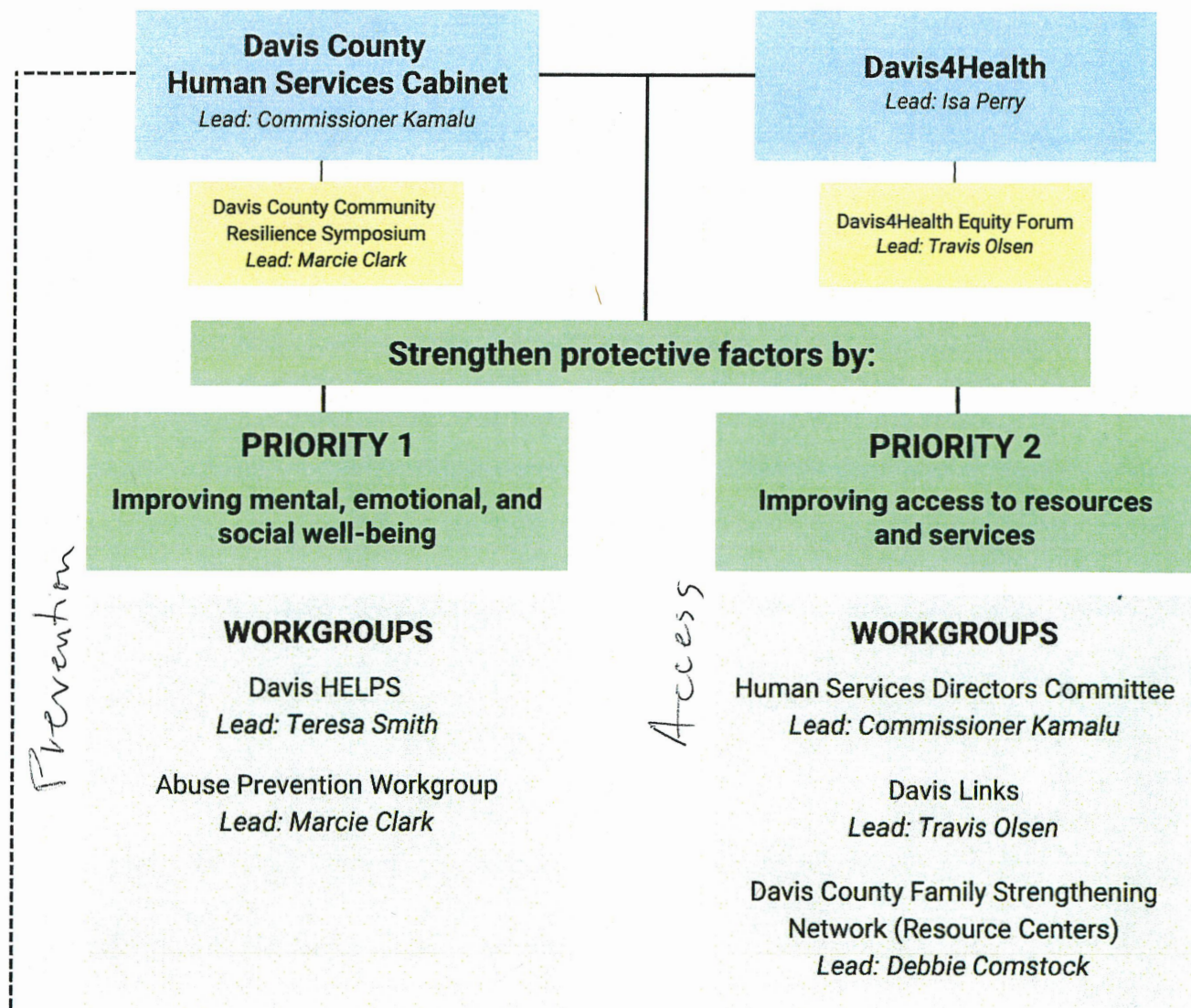
A1



A2



# DRAFT Davis County Human Services & Davis4Health Priorities



## Other Human Services Collaboratives

Coalition for Abuse Prevention of the Elderly (CAPE)  
Lead: Rachelle Blackham

Criminal Justice Coordinating Council  
Lead: Commissioner Kamalu

Davis Behavioral Health Network  
Lead: Isa Perry

Domestic Violence Coalition  
Lead: Debbie Comstock

Food Environment Workgroup  
Lead: Travis Olsen

Local Homeless Council  
Lead: Commissioner Kamalu

Opioid Workgroup  
Lead: Kaylee Crossley

Winter Response Task Force  
Leads: Chanel Flores & Ryan Steinbeigle

\*Some leads will transition with shift to updated priorities



**DAVIS4  
HEALTH**