



Agenda

Board of Directors Meeting

Weber Human Services 3rd floor, Board of Directors Room
Commencing at 8:00 A.M. December 19, 2025.

1. Public Comments:

2. Consent Calendar:

- a) Welcome
- b) Request for approval of minutes for the meeting held on November 21, 2025, at 8:00 a.m.
- c) Request for the approval of check register dated November 1, 2025, to November 30, 2025, including voided checks 138806, in the amount of \$955,267.23.
- d) Credit Card Purchases for September 2025.
- e) Request to ratify the purchase orders:
 - 1. PO#4914-1 -Alt Architecture for Design Services, Lot Construction, Camera, Title Report for the Stepping Stones Property, in the amount of \$39,225.00.
 - 2. PO#4935- Alt Architecture for Design Services for the Kitchen, in the amount of \$26,800.00.
- f) Request to approve the purchase orders:
 - 1. PO#4036- Insight for one-year renewal of HP Day one maintenance contract, in the amount of \$13,985.73.

3. **Action Items**

a) Request to approve the WHS Purchasing Policy and Procedures as presented. (2nd Reading).

b) Request to approve the Agreements as presented.

1. **Agreement between Weber Human Services and Ogden-Weber Community Action Partnership**

This contract sets forth the terms of understanding between Weber Human Services (WHS) and Ogden-Weber Community Action Partnership (OWCAP). The intent of this strategic collaboration is to ensure progress toward meeting the targeted goals of the Roy Communities that Cares Coalition (Roy CTC). Weber Human Services will provide funding to the Roy CTC for coalition expenses as follows: Annually \$5,000 to the coalition as long as funding is available, for reporting, coordinating services (classes) and attending all required training. Up to \$10,000 of additional may be paid for coalition member training, Social Development Strategy projects as approved by WHS and CTC board, and support training of coalition workgroup chairs.

2. **Agreement between Weber Human Services and United Way of Northern Utah**

This contract sets forth the terms of understanding between Weber Human Services (WHS) and United Way of Northern Utah (UWNU). The intent of this strategic collaboration is to ensure progress toward meeting the targeted goals of the Weber Communities that Cares Coalition (Weber CTC). Weber Human Services will provide funding to the Weber CTC for coalition expenses as follows: Annually \$5,000 to the coalition as long as funding is available, for reporting, coordinating services (classes) and attending all required training. Up to \$100,000 of additional may be paid for coalition member training, Social Development Strategy projects as approved by WHS and CTC board, and support training of coalition workgroup chairs.

3. **Agreement between Weber Human Services and Assisting Hands – Logan for the provision of Home and Community Based Services.**

This Agreement made by and between Weber Human Services (WHS) and Assisting Hands – Logan (Provider), this agreement will be for a period of 30 months commencing on the 1st of January 2026 and terminating on the 30th day of June 2028. WHS will pay Provider for authorized services as approved and described in this agreement.

4. **Interlocal Cooperation Agreement between Weber Human Services and Morgan County for Services at the Morgan Senior Center.**

This Agreement is made by and between Morgan County and Weber Human Services. The purpose of this Agreement is for providing adequate facilities and services to meet the needs of the senior citizens in Morgan County. This Agreement shall be for a period of thirty-six (36) months commencing 1 July 2025 and ending 30 June 2028. WHS through its Aging Programs will provide services to the senior citizens of Morgan County the following: Staffing, Nutritional Services, Access and Support Services, Consultation/Coaching, RSVP and Senior Newsletter, Reports. Morgan County agrees to provide the following: Facilities, Utilities and Maintenance and Insurance.

4. **Executive Director's Report**

a)

Certificate of Posting

The undersigned, duly appointed Executive Assistant at Weber Human Services, does hereby certify that the above Agenda for the Weber Human Services Board was distributed for posting as required by law this 19th day of December 2025.

Shelly Gwynn

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Shelly Gwynn, Weber Human Services, 801-625-3601, at least three working days prior to the meeting.



Agenda
Board of Directors Meeting
Weber Human Services 3rd floor, Board of Directors Room
Commencing at 8:00 A.M. November 21, 2025.

The Weber Human Services Board of Directors held its scheduled meeting in the Weber Human Services Board Room. The meeting began at 8:00 A.M.

<u>The following members were present:</u>	<u>Staff in attendance:</u>
Clint Thurgood	Kevin Eastman
Sharon Bolos	Shelly Gwynn
Julie Southwick	Michelle Jenson
Robert Hunter	Nobu Iizuka
	Amy Johnson
	Becca Stamp
	Matt Wilson (Legal)
EXCUSED:	EXCUSED: Kristen Mechem, Jed Burton
Raelene Blocker	
Gage Froerer	
Jim Harvey	GUESTS: Andi Beadles
Matt Wilson	

1. Public Comments:

No public comments were given

2. Consent Calendar:

- a) Welcome
- b) Request for approval of minutes for the meeting held on October 17, 2025, at 5:00 p.m.
- c) Request for the approval of check register dated October 1, 2025, to October 31, 2025, including voided checks 133472 and 138273, in the amount of \$2,451,755.59.
- d) Credit Card Purchases for September 2025.
- e) Request to ratify the purchase orders:

1. PO#4928- Insight for New Server, Smart Memory, System fan kit, Power Supplies, 3-year license, Extended service agreement- 5 year on-site, in the amount of \$38,159.32.
2. PO#4929- Midwest Commercial Interiors for a workstation for the Security Office and installation services, in the amount of \$5,064.33.

f) Request to approve the purchase orders:

1. PO#4930- Bulk Bookstore for 1,946 books of The wild Robot, in the amount of \$8,231.58.
2. PO#4932- Premier Tech Partners for Microsoft Dynamics FP Perpetual Enhancement Plan (1/31/26 – 1/30/27), in the amount of \$8,196.00.
3. PO#4933- Service Express for Standard annual billing for computer hardware maintenance from 1/1/26 -12/31/28 in the amount of \$44,164.80.
4. PO#4934- Insight for 3 years of McAfee Gold Business Support in the amount of \$5,597.00.

Motion by Clint Thurgood, seconded by Sharon Bolos to approve items b-f on the Consent Calendar as presented. All present members voted “Aye”, no one opposed. Motion carries.

3. Action Items

- a) Request to approve the WHS Purchasing Policy and Procedures as presented. (1st Reading).

Raising the board approval threshold from \$5,000 to \$10,000 and requiring multiple bids for purchases between \$10,000 and \$25,000 and anything over \$25,000 will be sealed bids and a committee will choose. Also, concerns were raised about a proposed change to pre-approved requirements for small purchases.

Motion by Sharon Bolos, seconded by Julie Southwick to approve the WHS Purchasing Policy and Procedures as presented. All present members voted.

Roll Call Vote:

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

b) Request to ratify the Proposal for Services as presented.

1. **Proposal for Services with Elwood Staffing and Weber Human Services**

Weber Human Services has partnered with Elwood Staffing. The pricing reflected in said proposal shall remain open for consideration for 90 days. There will be Temporary Associates or Direct Placements.

Motion by Sharon Bolos, seconded by Clint Thurgood to approve Proposal with Elwood Staffing as presented. All present members voted “Aye”, no one opposed. Motion carries.

Executive Director’s Report

- a) Construction on the Med Clinic- This should be done the first couple of weeks of December. Since this is an older building, we needed to upgrade the HVAC system. We were able to use Opioid dollars to help pay for the additional cost.
- b) Stepping Stones Building- Difficulty securing a recorded easement for a sewer line. We have finally recorded the sewer easement, however, the owner to the South is being difficult to work with.
- c) Integrated Health Funding Changes- Concerns about potential changes to integrated health funding models and the impact on services.
- d) Homelessness Initiatives- Concerns regarding the proposed transformative campus for the homeless and its potential impact on existing services. Also concerns that a proposed homeless program lacks a housing component.

Motion by Clint Thurgood, seconded by Julie Southwick to adjourn the meeting.

Chair, Weber Human Services

Date

Attest

Date

Weber Human Services
Check Register
11/01/2025 to 11/30/2025

VOIDED CHECKS ARE IN RED

Sum of ExtAmt				
Check No.	Vendor Name	Tran Date	Description	Total
0000138806-CK	RIVERPRINT	11/10/2025 0:00	PROMOTIONAL EXP-VOLUNTEER SRV-FGP PRINTING-VOL SRV-RSVP PROMOTIONAL EXP-VOLUNTEER SRV-SCP PROMOTIONAL EXP-VOLUNTEER SRV-RSVP	\$19.96 \$291.76 \$19.97 \$19.96
0000138827-CK	A&Z LLC	11/5/2025 0:00	FOOD-NUTRITION	\$1,089.80
0000138828-CK	A-1 MEDICAL	11/5/2025 0:00	PATIENT-MED. EQ-HOME BASED SRV-ALT/HOME-	\$12.50
0000138829-CK	ALSCO LINEN AND UNIFORM	11/5/2025 0:00	FOOD SER/OPERAT-NUTRITION-GENERAL	\$137.82
0000138830-CK	ARAMARK REFRESHMENT SERVICES	11/5/2025 0:00	Incentives -Emp-GENERAL-GENERAL	\$1,158.69
0000138831-CK	DIANNE CARTER	11/5/2025 0:00	LOCAL TRAV-OUTREACH/ADVOC-OMBUDSMAN-OMB	\$153.30
0000138832-CK	CENTURYLINK	11/5/2025 0:00	TELEPHONE-SENIOR CENTERS-Roy SC	\$148.32
0000138833-CK	SHANTEL CLARK	11/5/2025 0:00	LOCAL TRAVEL-HOME BASED SRV-ALT/HOME-ALM LOCAL TRAV-OUTREACH/ADVOC-HEALTH INS-HIC LOCAL TRAV-OUTREACH/ADVOC-OMBUDSMAN-OMB	\$21.00 \$63.00 \$8.40
0000138834-CK	WENDI DAVIS-COX	11/5/2025 0:00	IN-STATE TRAINING-SA CORRECTIONS-SA GENE	\$885.04
0000138835-CK	DAYBREAK SENIOR SERVICES	11/5/2025 0:00	PERSONAL CARE-HOME BASED SRV-RESPT CARE-	\$637.00
0000138836-CK	DENCO SECURITY SERVICE	11/5/2025 0:00	BLDG SECURITY-WHS MAIN-GENERAL	\$121.20
0000138837-CK	D & M DISTRIBUTING	11/5/2025 0:00	FOOD-NUTRITION	\$1,009.80
0000138838-CK	ENBRIDGE GAS-UTAH	11/5/2025 0:00	UTILITIES-2765 Madison-GENERAL	\$202.69
0000138839-CK	ENABLE INDUSTRIES of Utah	11/5/2025 0:00	MED SUPPLIES-MEDICAL RECORDS-GENERAL	\$162.00
0000138840-CK	FREEUS LLC	11/5/2025 0:00	DP SERVICE-MH Case Mngt-MH GENERAL	\$239.84
0000138841-CK	GWEN DANEIL GUNDERSON	11/5/2025 0:00	LOCAL TRAVEL-TRANSPORTATION	\$74.20
0000138842-CK	H2H SOLUTIONS, INC.	11/5/2025 0:00	DP SERVICE-MH ACUTE CARE-MH GENERAL	\$1,769.32
0000138843-CK	HY-KO- SUPPLY COMPANY	11/5/2025 0:00	JANITORIAL SUP-Janitorial-GENERAL	\$529.11
0000138844-CK	NOBU IIZUKA	11/5/2025 0:00	LOCAL TRAVEL-AGING SUPPORT-AGING ADM	\$96.60
0000138845-CK	MICHELLE JENSON	11/5/2025 0:00	OUT OF STATE-MED COMPLIANCE-GENERAL TRAINING-MED COMPLIANCE-GENERAL	\$2,200.00 \$1,369.00
0000138846-CK	JERRY'S PLUMBING SPECIALTIES	11/5/2025 0:00	BLDG SECURITY-2765 Madison-GENERAL	\$131.30
0000138847-CK	JOHNSTONE SUPPLY OF OGDEN	11/5/2025 0:00	BUILDING MAINT-2765 Madison-GENERAL	\$366.54
0000138848-CK	MACEY'S	11/5/2025 0:00	PROMOTIONAL EXP-VOLUNTEER SRV-FGP PROMOTIONAL EXP-VOLUNTEER SRV-SCP PROMOTIONAL EXP-VOLUNTEER SRV-RSVP MEETING EXPENSE-VOLUNTEER SRV-FGP	\$5.98 \$5.99 \$5.98 \$121.40
0000138849-CK	MADELINE MCDONALD	11/5/2025 0:00	LOCAL TRAVEL-HOME BASED SRV-ALT/HOME-ALM LOCAL TRAV-OUTREACH/ADVOC-HEALTH INS-HIC	\$13.30 \$14.00
0000138850-CK	MEADOW GOLD DAIRY LLC	11/5/2025 0:00	FOOD-NUTRITION	\$2,766.17
0000138851-CK	MANDY MILLER	11/5/2025 0:00	LOCAL TRAVEL-MH-MCOT-MH GENERAL	\$71.40
0000138852-CK	MODEL LINEN SUPPLY	11/5/2025 0:00	OCCUPANCY EXP-2695 Childs-GENERAL OCCUPANCY EXP-2765 Madison-GENERAL OCCUPANCY EXP-Robertson Build-GENERAL OCCUPANCY EXP-WHS MAIN-GENERAL OCCUPANCY EXP-2660 Lincoln Av-GENERAL	\$332.20 \$691.20 \$214.84 \$1,386.34 \$1,097.47
0000138853-CK	NICHOLAS & COMPANY INC.	11/5/2025 0:00	FOOD SER/OPERAT-NUTRITION-GENERAL FOOD-NUTRITION	\$195.83 \$16,377.47
0000138854-CK	NUTRITION PETTY CASH	11/5/2025 0:00	AUTO MAINT-NUTRITION FOOD-NUTRITION LICENSES-NUTRITION-GENERAL	\$12.00 \$18.42 \$37.99
0000138855-CK	ODYSSEY HOUSE OF UTAH INC	11/5/2025 0:00	CONTRACTORS-MH ADULT OUTP-MH GEN	\$8,639.93
0000138856-CK	OFFICE DEPOT	11/5/2025 0:00	WC PROJECT REV-SENIOR CENTERS-Roy SC	\$26.08
0000138857-CK	OFFICE DEPOT	11/5/2025 0:00	Copy Expense-HOME BASED SRV-ALT/HOME-ALM Copy Expense-OUTREACH/ADVOC-HEALTH INS-H	\$50.23 \$50.24
0000138858-CK	OLIVER PACKAGING & EQUIPMENT CO.	11/5/2025 0:00	FOOD SER/OPERAT-NUTRITION-GENERAL	\$200.00
0000138859-CK	OSCAR'S WHOLESALE MEATS	11/5/2025 0:00	FOOD-NUTRITION	\$8,234.44
0000138860-CK	PEARSON	11/5/2025 0:00	TEST MATERIALS-Early Psychosis-MH GENERA TEST MATERIALS-MH ADULT OUTPAT-MH GENERA	\$27.55 \$27.55
0000138861-CK	MELISSA PROCTOR	11/5/2025 0:00	LOCAL TRAVEL-MH ADULT INPAT-MH GEN	\$192.08
0000138862-CK	KLAY REEDER	11/5/2025 0:00	IN-STATE TRAINING-MH ADULT OUTPAT-MH GEN	\$848.79
0000138863-CK	RICOH USA, INC.	11/5/2025 0:00	PRINTING-MANAGED CARE-GENERAL	\$759.51
0000138864-CK	RIVERPRINT	11/5/2025 0:00	PRINTING-NUTRITION	\$1,045.00
0000138865-CK	ROCKY MOUNTAIN POWER	11/5/2025 0:00	UTILITIES-210 27th-GENERAL UTILITIES-Robertson Build-GENERAL UTILITIES-WHS MAIN-GENERAL UTILITIES-238 27th St-GENERAL UTILITIES-FLEET MGT-GENERAL	\$1,511.55 \$240.77 \$10,210.53 \$1,137.47 \$1,205.63
0000138866-CK	ROGERS POULTRY FARMS	11/5/2025 0:00	FOOD-NUTRITION	\$837.70
0000138867-CK	SAM'S CLUB	11/5/2025 0:00	FOOD-NUTRITION	\$50.66
0000138868-CK	SAM'S CLUB	11/5/2025 0:00	PATIENT-MED. EQ-HOME BASED SRV-ALT/HOME- PATIENT-MED. EQ-HOME BASED SRV-RESPT CAR Incentives -Emp-MANAGED CARE-GENERAL MEETING EXPENSE-VOLUNTEER SRV-FGP FOOD-ENSURE-HOME BASED SRV-ALT/HOME-ALM VENDING MACHINE-MH ADULT DAY TX-MH GENER	\$219.00 \$71.36 \$62.86 \$103.74 \$147.90 \$122.80
0000138869-CK	SANTINO EMISSIONS	11/5/2025 0:00	AUTO MAINT-Fleet Mngt-GENERAL	\$9,580.03
0000138870-CK	SYSCO INTERMOUNTAIN FOOD SERVICE	11/5/2025 0:00	FOOD SER/OPERAT-NUTRITION-GENERAL FOOD-NUTRITION JANITORIAL SUP-NUTRITION-GENERAL	\$2,482.82 \$10,921.06 \$890.75
0000138871-CK	TELETRAC NAVMAN US LTD	11/5/2025 0:00	AUTO MAINT-Fleet Mngt-GENERAL	\$197.45

Weber Human Services
Check Register
11/01/2025 to 11/30/2025

VOIDED CHECKS ARE IN RED

Sum of ExtAmt				
Check No.	Vendor Name	Tran Date	Description	Total
0000138872-CK	TONY DIVINO TOYOTA	11/5/2025 0:00	AUTO MAINT-Fleet Mngt-GENERAL	\$130.28
0000138873-CK	US FOODS	11/5/2025 0:00	FOOD SER/OPERAT-NUTRITION-GENERAL	\$32.64
			FOOD-NUTRITION	\$4,912.01
			JANITORIAL SUP-NUTRITION-GENERAL	\$265.35
0000138874-CK	UTAH BUREAU OF CRIMINAL IDENTIFICATION	11/5/2025 0:00	EMPL SCREENING-VOLUNTEER SRV-FGP	\$40.00
			EMPL SCREENING-VOLUNTEER SRV-RSVP	\$40.00
			EMPL SCREENING-VOLUNTEER SRV-SCP	\$30.00
0000138875-CK	U-TURN RECOVERY HOUSING	11/5/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$300.00
0000138876-CK	U-TURN RECOVERY HOUSING	11/5/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$450.00
0000138877-CK	WEBER COUNTY TREASURER	11/5/2025 0:00	OCCUPANCY EXP-S Ogden House-GENERAL	\$381.39
0000138878-CK	WEBER COUNTY SHERIFF'S OFFICE	11/5/2025 0:00	CONTRACTORS-SA-LIT-SA GENERAL	\$20,286.81
0000138879-CK	ASHLEE WILLIQUETTE	11/5/2025 0:00	IN-STATE TRAIN-COSSUP-SA GENERAL	\$248.15
0000138880-CK	XEROX CORPORATION	11/5/2025 0:00	Copy Expense-NUTRITION-GENERAL	\$113.03
			Copy Machine Le-NUTRITION-GENERAL	\$174.32
0000138881-CK	ALABAMA CHILD SUPPORT PAYMENT CENTER	11/12/2025 0:00	MISC. DEDUCT	\$24.92
0000138882-CK	ALLEN'S CERAMICS	11/12/2025 0:00	ACTIVITIES-SENIOR CENTERS-Roy SC	\$106.70
0000138883-CK	ALLSTATE INSURANCE COMPANY	11/12/2025 0:00	AFLAC PAYBL	\$4,892.32
0000138884-CK	ALOHA BEHAVIORAL CONSULTANTS, INC	11/12/2025 0:00	CONTRACTORS-MH ADULT OUTP-MH GEN	\$30.00
			CONTRACTORS-MH YTH OUTP-MH GEN	\$70.00
0000138885-CK	JULIE ANDERSON	11/12/2025 0:00	IN-STATE TRAINING-GEN PREVENTION-SA GENE	\$752.12
			TRAINING-GEN PREVENTION-SA GEN	\$50.00
0000138886-CK	REFUNDS V	11/12/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$40.00
0000138887-CK	NICOLE BLANCH	11/12/2025 0:00	LOCAL TRAVEL-Western Weber-W/M HEALT DEP	\$161.00
			IN-STATE TRAIN-Western Weber-DFC DRUG FR	\$186.90
			TRAINING-Western Weber-DFC DRUG FREE	\$355.00
0000138888-CK	BOSTON MUTUAL LIFE INS CO - W	11/12/2025 0:00	BOSTON MUTUAL PAYABLE	\$307.40
0000138889-CK	SUSANNAH BURT	11/12/2025 0:00	IN-STATE TRAINING-GEN PREVENTION-SA GENE	\$1,446.32
			TRAINING-GEN PREVENTION-SA GEN	\$50.00
0000138890-CK	THE CHILDREN'S CENTER	11/12/2025 0:00	CONTRACTORS-MH YTH OUTP-MH GEN	\$5,063.64
0000138891-CK	CONSTANTINO LAW OFFICE P.C.	11/12/2025 0:00	MISC. DEDUCT	\$244.75
0000138892-CK	CHERYL CORRIGAN	11/12/2025 0:00	ACTIVITIES-SENIOR CENTERS-WT SC	\$338.21
0000138893-CK	CRAIG ENTERPRISES, INC	11/12/2025 0:00	Interpr Serv-MH YTH OUTPAT-MH GENERAL	\$445.00
			Interpr Serv-MH ACUTE CARE-MH GENERAL	\$139.00
			Interp Non Med-MH YTH OUTPAT-MH GENERAL	\$84.00
0000138894-CK	CRITTENDEN PAINT AND GLASS	11/12/2025 0:00	CONSTRUCTION	\$4,098.50
0000138895-CK	DAVIS BEHAVIORAL HEALTH	11/12/2025 0:00	CONTRACTORS-MH YTH OUTP-MH GEN	\$1,743.75
0000138896-CK	DELTA DENTAL INSURANCE COMPANY	11/12/2025 0:00	DENTAL INSURANCE PAYABLE	\$17,249.78
0000138897-CK	DESERT ROCK CAPITAL	11/12/2025 0:00	MISC. DEDUCT	\$507.49
0000138898-CK	Fidelity Security Life Insurance/Eye Med	11/12/2025 0:00	VISION PLAN-GENERAL-GENERAL	\$1,438.06
0000138899-CK	JENNA FLIPPENCE	11/12/2025 0:00	LOCAL TRAVEL-SA Prev Coordin-GENERAL PRE	\$215.60
0000138900-CK	CHELSEI HADLEY	11/12/2025 0:00	IN-STATE TRAINING-SA FIT-SA GENERAL	\$236.60
0000138901-CK	AMY HALL-JOHNSON	11/12/2025 0:00	OUT OF STATE-MED COMPLIANCE-GENERAL	\$2,200.00
			TRAINING-MED COMPLIANCE-GENERAL	\$1,369.00
0000138902-CK	HOME DEPOT CREDIT SERVICES	11/12/2025 0:00	GROUPS MAINT-BLDG GENERAL-GENERAL	\$16.39
			CONSTRUCTION-WHS MAIN-GENERAL	\$572.80
			BUILDING MAINT-2660 Lincoln Av-GENERAL	\$408.17
0000138903-CK	HY-KO- SUPPLY COMPANY	11/12/2025 0:00	JANITORIAL SUP-Janitorial-GENERAL	\$2,890.37
0000138904-CK	IHC HEALTH CENTERS	11/12/2025 0:00	CONTRACTORS-MH YTH OUTP-MH GEN	\$226.66
			HOSPITAL EXP-MH YTH OUTPAT-MH GENERAL	\$202.05
0000138905-CK	JERRY'S PLUMBING SPECIALTIES	11/12/2025 0:00	BUILDING MAINT-2765 Madison-GENERAL	\$22.42
0000138906-CK	DANIELLE KAISER	11/12/2025 0:00	LOCAL TRAVEL-SA Prev Coordin-GENERAL PRE	\$70.00
0000138907-CK	DANIELLE KAISER	11/12/2025 0:00	IN-STATE TRAIN-SA Prev Coordin-SA GENERA	\$306.00
0000138908-CK	CARMEN BEATRIZ KILLPACK	11/12/2025 0:00	LOCAL TRAVEL-MH YTH OUTP-MH GEN	\$43.26
0000138909-CK	LASTING IMPRESSION ROOFING & IMPROVEMENT	11/12/2025 0:00	CONSTRUCTION	\$48,000.00
0000138910-CK	LDS HOSPITAL	11/12/2025 0:00	HOSPITAL EXP-MH ADULT INPAT-MH GEN	\$950.00
0000138911-CK	LYFT, INC	11/12/2025 0:00	PROGRAM EXP-TRANSPORTATION	\$1,927.65
0000138912-CK	MACEY'S	11/12/2025 0:00	VENDING MACHINE-ADMINISTRATION-GENERAL	\$109.80
0000138913-CK	QUADIENT LEASING USA INC	11/12/2025 0:00	POSTAGE-ADMINISTRATION	\$1,086.33
0000138914-CK	MCKAY DEE HOSPITAL	11/12/2025 0:00	HOSPITAL EXP-MH YTH INPAT-MH GEN	\$7,375.00
0000138915-CK	MR MONEY #20	11/12/2025 0:00	MISC. DEDUCT	\$264.92
0000138916-CK	NALCO COMPANY LLC	11/12/2025 0:00	BUILDING MAINT-WHS MAIN-GENERAL	\$223.70
0000138917-CK	NATIONAL BENEFIT SERVICES	11/12/2025 0:00	MEMBERSHIPS-HUMAN RESOURCES-GENERAL	\$85.00
0000138918-CK	OFFICE OF RECOVERY SERVICES/CHILD*	11/12/2025 0:00	MISC. DEDUCT	\$520.21
0000138919-CK	OGDEN LITHO INC.	11/12/2025 0:00	PRINTING-NUTRITION	\$2,859.22
0000138920-CK	PUBLIC EMPLOYEES HEALTH PROGRAM	11/12/2025 0:00	MEDICAL DEDUCT	\$328,912.48
0000138921-CK	JOSE SANTOS RAMIREZ	11/12/2025 0:00	PROGRAM EXP-GEN PREVENTION-SA GEN	\$375.00
0000138922-CK	REFRIGERATOR SUPPLIES DISTRIBUTOR	11/12/2025 0:00	BUILDING MAINT-WHS MAIN-GENERAL	\$44.96
0000138923-CK	RICOH USA, INC.	11/12/2025 0:00	PRINTING-MANAGED CARE-GENERAL	\$1.80
0000138924-CK	LINDA RICHTER	11/12/2025 0:00	TRAINING-GEN PREVENTION-SA GEN	\$336.98
0000138925-CK	RIVERPRINT	11/12/2025 0:00	PRINTING-VOL SRV-RSVP	\$291.76
0000138926-CK	STACEY ROCHE	11/12/2025 0:00	LOCAL TRAVEL-MH YTH INPAT-MH GEN	\$37.80
0000138927-CK	SAM'S CLUB	11/12/2025 0:00	OFFICE SUPPLIES-MH-MCOT-MH GENERAL	\$35.38
			OFFICE SUPP-MH ADULT OUTP-MH GEN	\$66.84
			OFFICE SUPPLIES-MANAGED CARE-GENERAL	\$27.46
			OFFICE SUPP-SA ADULT OUTP-SA GEN	\$53.90
			Incentives -Emp-GENERAL-GENERAL	\$50.32
			VENDING MACHINE-ADMINISTRATION-GENERAL	\$86.74

Weber Human Services
Check Register
11/01/2025 to 11/30/2025

VOIDED CHECKS ARE IN RED

Sum of ExtAmt				
Check No.	Vendor Name	Tran Date	Description	Total
0000138928-CK	STACY SCADDEN	11/12/2025 0:00	LOCAL TRAVEL-MH ADULT OUTP-MH GEN	\$77.00
			LOCAL TRAVEL-MH YTH OUTP-MH GEN	\$38.50
			LOCAL TRAVEL-Early Psychosis-MH GENERAL	\$32.20
0000138929-CK	SHERWIN-WILLIAMS	11/12/2025 0:00	BUILDING MAINT-WHS MAIN-GENERAL	\$199.64
0000138930-CK	TAMRALYN SHREEVE	11/12/2025 0:00	PROGRAM EXP-GEN PREVENTION-SA GEN	\$612.50
0000138931-CK	STATE OF UTAH TECHNOLOGY SERVICES	11/12/2025 0:00	DP MAINT-ADMINISTRATION	\$660.00
0000138932-CK	REBECCA STAMP	11/12/2025 0:00	TRAINING-FISCAL SERVICES-GENERAL	\$175.00
0000138933-CK	SUTTON CLINICAL SERVICES	11/12/2025 0:00	CONTRACTORS-MH ADULT OUTP-MH GEN	\$449.75
			CONTRACTORS-MH YTH OUTP-MH GEN	\$1,157.43
0000138934-CK	THE HARTFORD-GROUP BENEFITS DIVISION	11/12/2025 0:00	BENE LIFE PAYBL	\$578.25
			LTD PAYABLE-GENERAL-GENERAL	\$2,858.34
			VOLUNTARY LIFE	\$8,016.89
			STD Payable-GENERAL-GENERAL	\$1,489.00
0000138935-CK	UNIVERSITY OF UTAH HOSPITAL	11/12/2025 0:00	MISC AGENCY REV-MH MANAGED CARE	\$577.68
0000138936-CK	UNIVERSITY OF UTAH NEUROPSYCHIATRIC	11/12/2025 0:00	MISC AGENCY REV-MH MANAGED CARE	\$2,610.90
0000138937-CK	UNIVERSITY OF UTAH BEHAVIORAL HEALTH	11/12/2025 0:00	CONTRACTORS-MH ADULT OUTP-MH GEN	\$896.00
			HOSPITAL EXP-MH ADULT OUTP-MH GEN	\$104.03
0000138938-CK	UTAH REGIONAL HOSPITALISTS LLC	11/12/2025 0:00	HOSPITAL EXP-MH ADULT OUTP-MH GEN	\$98.28
0000138939-CK	U-TURN RECOVERY HOUSING	11/12/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$300.00
0000138940-CK	U-TURN RECOVERY HOUSING	11/12/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$720.00
			LIVING ALLOWANCE-SL RESIDENTIAL-SA GENERA	\$15,860.00
0000138941-CK	VLCM	11/12/2025 0:00	DP MAINT-INFO TECHNOLOGY-GENERAL	\$3,380.00
0000138942-CK	BRETT WALKER	11/12/2025 0:00	LOCAL TRAVEL-MH-MCOT-MH GENERAL	\$44.10
			IN-STATE TRAINING-SA CORRECTIONS-SA GENE	\$236.00
			LOCAL TRAVEL-TC Program-SA GENERAL	\$82.46
0000138943-CK	WEBER RECOVERY CENTER	11/12/2025 0:00	CONTRACTORS-SA CORRECTIONS-SA GEN	\$2,205.00
0000138944-CK	LASTING IMPRESSION ROOFING & IMPROVEMENT	11/12/2025 0:00	CONSTRUCTION	\$24,000.00
0000138945-CK	U-TURN RECOVERY HOUSING	11/12/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$360.00
0000138946-CK	U-TURN RECOVERY HOUSING	11/12/2025 0:00	LIVING ALLOWANCE-SL RESIDENTIAL-SA GENERA	\$7,930.00
0000138947-CK	A-1 PUMPING	11/19/2025 0:00	BUILDING MAINT-NUTRITION	\$330.00
0000138948-CK	ABBOTT NUTRITION	11/19/2025 0:00	FOOD-ENSURE-NUTRITION-GENERAL	\$3,974.35
0000138949-CK	ALABAMA CHILD SUPPORT PAYMENT CENTER	11/19/2025 0:00	MISC. DEDUCT	\$24.92
0000138950-CK	APPLICANTPRO HOLDINGS LLC	11/19/2025 0:00	DP SERVICE-HUMAN RESOURCES-GENERAL	\$1,127.00
0000138951-CK	BAART PROGRAMS OGDEN, INC.	11/19/2025 0:00	CONTRACTORS-SA CORRECTIONS-SA GEN	\$314.95
0000138952-CK	REFUNDS I	11/19/2025 0:00	Incentives -Emp-MH ADULT RES-MH GENERAL	\$20.00
0000138953-CK	CALIBER COLLISION	11/19/2025 0:00	AUTO ACCIDENTS-SA WOM/CHLD RES-SA GENERA	\$3,416.57
0000138954-CK	CHARITY PEST CONTROL	11/19/2025 0:00	GROUNDNS MAINT-BLDG GENERAL-GENERAL	\$700.00
0000138955-CK	COOL BEVERAGE SYSTEMS INC	11/19/2025 0:00	Incentives -Emp-GENERAL-GENERAL	\$544.95
0000138956-CK	DESERT ROCK CAPITAL	11/19/2025 0:00	MISC. DEDUCT	\$515.43
0000138957-CK	SUMMER DEVOTCHKA	11/19/2025 0:00	STIPENDS-MH YTH OUTPAT-MH GENERAL	\$2,000.00
0000138958-CK	DISCOVERY HOUSE LT INC	11/19/2025 0:00	CONTRACTORS-SA CORRECTIONS-SA GEN	\$545.30
			CONTRACTORS-OPIOID CRISIS-GENERAL PREVEN	\$3,889.76
0000138959-CK	ENBRIDGE GAS-UTAH	11/19/2025 0:00	UTILITIES-210 27th-GENERAL	\$59.36
			UTILITIES-2695 Childs-GENERAL	\$144.62
			UTILITIES-WHS MAIN-GENERAL	\$2,877.55
			UTILITIES-238 27th St-GENERAL	\$147.28
0000138960-CK	ECONO WASTE INC.	11/19/2025 0:00	UTILITIES-NUTRITION	\$622.00
0000138961-CK	EMPLOYER ADVOCATES LLC	11/19/2025 0:00	ATTORNEY FEES-HUMAN RESOURCES-GENERAL	\$416.59
0000138962-CK	FORSEY LAUNDRY AND CLEANERS	11/19/2025 0:00	MISC. DEDUCT	\$239.94
		11/26/2025 0:00	MISC. DEDUCT	\$239.94
0000138963-CK	GLADWELL CONSTRUCTION, LLC	11/19/2025 0:00	CONSTRUCTION	\$125,870.58
0000138964-CK	JONI HAMBLIN	11/19/2025 0:00	Incentives -Emp-MH ACUTE CARE-MH GENERAL	\$123.12
0000138965-CK	HOWE RENTS OF OGDEN, INC.	11/19/2025 0:00	GROUNDNS MAINT-BLDG GENERAL-GENERAL	\$207.00
0000138966-CK	HY-KO- SUPPLY COMPANY	11/19/2025 0:00	JANITORIAL SUP-Janitorial-GENERAL	\$4.00
0000138967-CK	IDAHO VITAL RECORDS	11/19/2025 0:00	PERSONAL CARE-ATR-SA GENERAL	\$26.00
0000138968-CK	ALISON JENSEN	11/19/2025 0:00	SPECIAL SERV-NUTRITION	\$500.00
0000138969-CK	JESSE MARANDINO PROPERTIES LLC	11/19/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$1,500.00
0000138970-CK	JF Q25 PARTNERS, LLC	11/19/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$1,000.00
0000138971-CK	LANGUAGE TESTING INTERNATIONAL, INC	11/19/2025 0:00	TEST MATERIALS-MH MANAGED CARE-MH GENERA	\$146.00
0000138972-CK	KARA LARSEN	11/19/2025 0:00	STIPENDS-SA CORRECTIONS-SA GENERAL	\$2,000.00
0000138973-CK	MORGAN MILLER	11/19/2025 0:00	STIPENDS-MH ADULT OUTPAT-MH GENERAL	\$1,500.00
0000138974-CK	MR MONEY #20	11/19/2025 0:00	MISC. DEDUCT	\$270.38
0000138975-CK	OFFICE DEPOT	11/19/2025 0:00	OFFICE SUPPLIES-MH Case Mngt-MH GENERAL	\$17.26
			OFFICE SUPP-MH ADULT OUTP-MH GEN	\$39.00
0000138976-CK	OFFICE OF RECOVERY SERVICES/CHILD*	11/19/2025 0:00	MISC. DEDUCT	\$520.21
0000138977-CK	NAIA OWENS	11/19/2025 0:00	STIPENDS-MH ADULT OUTPAT-MH GENERAL	\$2,000.00
0000138978-CK	BRUCE C POULSEN PHD, PLLC	11/19/2025 0:00	TEST MATERIALS-Early Psychosis-MH GENERA	\$100.00
			TEST MATERIALS-MH ADULT OUTPAT-MH GENERA	\$100.00
0000138979-CK	LINDSEY PULVER	11/19/2025 0:00	STIPENDS-SA CORRECTIONS-SA GENERAL	\$1,000.00
0000138980-CK	ELY RAMIREZ	11/19/2025 0:00	STIPENDS-MH ADULT OUTPAT-MH GENERAL	\$2,000.00
0000138981-CK	RICOH USA, INC.	11/19/2025 0:00	PRINTING-MANAGED CARE-GENERAL	\$1,573.56
0000138982-CK	SAM'S CLUB	11/19/2025 0:00	Incentives -Emp-HUMAN RESOURCES-GENERAL	\$102.51
			OFFICE SUPP-MH YTH OUTP-MH GEN	\$35.88
			EMPLOYEE MISC.-HUMAN RESOURCES-GENERAL	\$40.98
			CONTINGENCY MGT-DRUG COURT-GENERAL PREVE	\$24.91
			Incentives -Emp-GENERAL-GENERAL	\$5.98
			VENDING MACHINE-MH ADULT DAY TX-MH GENER	\$178.50

Weber Human Services
Check Register
11/01/2025 to 11/30/2025

VOIDED CHECKS ARE IN RED

Sum of ExtAmt				
Check No.	Vendor Name	Tran Date	Description	Total
0000138982-CK	SAM'S CLUB	45980	VENDING MACHINE-ADMINISTRATION-GENERAL	\$26.96
0000138983-CK	SEAN HERRICK APARTMENTS	11/19/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$286.00
0000138984-CK	SENIOR VILLA APARTMENTS	11/19/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$381.00
0000138985-CK	JEFF STARK	11/19/2025 0:00	CONTRACTORS-SAFETY/SECURITY-GENERAL	\$258.40
0000138986-CK	MELISSA THOMAS	11/19/2025 0:00	STIPENDS-SA CORRECTIONS-SA GENERAL	\$1,500.00
0000138987-CK	RUBY TUCHYNER	11/19/2025 0:00	STIPENDS-MH YTH OUTPAT-MH GENERAL	\$1,500.00
0000138988-CK	MITCHEL WALKER	11/19/2025 0:00	STIPENDS-MH ADULT OUTPAT-MH GENERAL	\$1,500.00
0000138989-CK	WEBER HUMAN SERVICES FOUNDATION	11/19/2025 0:00	FOUNDATION DED	\$1,680.86
0000138990-CK	WEBER COUNTY SHERIFF'S OFFICE	11/19/2025 0:00	PROGRAM EXP-Western Weber-ST OPIOID PREV	\$604.20
0000138991-CK	WEBER COUNTY INFORMATION TECHNOLOGY	11/19/2025 0:00	TELEPHONE-BLDG GENERAL-GENERAL	\$11,459.53
0000138992-CK	JENNA WHITNEY	11/19/2025 0:00	STIPENDS-SA CORRECTIONS-SA GENERAL	\$1,500.00
0000138993-CK	SOFIA WRENDEN	11/19/2025 0:00	STIPENDS-MH YTH OUTPAT-MH GENERAL	\$1,500.00
0000138994-CK	XEROX CORPORATION	11/19/2025 0:00	Copy Expense-NUTRITION-GENERAL	\$83.06
			Copy Machine Le-NUTRITION-GENERAL	\$174.32
0000138995-CK	ASHLYN HALL	11/19/2025 0:00	STIPENDS-MH ADULT OUTPAT-MH GENERAL	\$2,000.00
0000138996-CK	MOUNT OLYMPUS WATERS	11/19/2025 0:00	UTILITIES-BLDG GENERAL-GENERAL	\$225.74
0000138997-CK	PRECISION POWER, INC.	11/19/2025 0:00	BUILDING MAINT-2660 Lincoln Av-GENERAL	\$1,106.00
0000138998-CK	RICOH USA, INC.	11/19/2025 0:00	PRINTING-MANAGED CARE-GENERAL	\$113.20
0000138999-CK	ROCKY MOUNTAIN POWER	11/19/2025 0:00	UTILITIES-2765 Madison-GENERAL	\$457.68
0000139000-CK	FUEL NETWORK TEAM	11/19/2025 0:00	GASOLINE-Fleet Mngt-GENERAL	\$2,749.52
			GASOLINE-NUTRITION-GENERAL	\$1,182.01
0000139001-CK	MARIA MAGDALENA VALDEZ	11/19/2025 0:00	STIPENDS-MH ADULT OUTPAT-MH GENERAL	\$1,500.00
0000139002-CK	STEFANI ASHBRIDGE	11/26/2025 0:00	PROGRAM EXP-GEN PREVENTION-SA GEN	\$75.00
0000139003-CK	BAMBERGER SQUARE, INC.	11/26/2025 0:00	UTILITIES-BAMBERGER-GENERAL	\$1,247.57
0000139004-CK	BDI-SALT LAKE	11/26/2025 0:00	BUILDING MAINT-BLDG GENERAL-GENERAL	\$1,439.06
0000139005-CK	REFUNDS II	11/26/2025 0:00	A/R-FIRST PARTY	\$177.71
0000139006-CK	REFUNDS III	11/26/2025 0:00	A/R-FIRST PARTY	\$5.00
0000139007-CK	REFUNDS IV	11/26/2025 0:00	A/R-FIRST PARTY	\$16.00
0000139008-CK	REFUNDS V	11/26/2025 0:00	A/R-FIRST PARTY	\$12.00
0000139009-CK	REFUNDS VI	11/26/2025 0:00	A/R-FIRST PARTY	\$9.45
0000139010-CK	CAREGIVER SUPPORT NETWORK	11/26/2025 0:00	PERSONAL CARE-HOME BASED SRV-ALT/HOME-AL	\$965.00
			PERSONAL CARE-HOME BASED SRV-IN-HOME-IHF	\$150.00
0000139011-CK	KALLY CLARK	11/26/2025 0:00	LOCAL TRAVEL-IT SOFTWARE-GENERAL	\$104.30
0000139012-CK	MELYNDA S COPE	11/26/2025 0:00	PROGRAM EXP-GEN PREVENTION-SA GEN	\$437.50
0000139013-CK	CORRECTIONAL COUNSELING INC	11/26/2025 0:00	CURRICULUM-SA CORRECTIONS-GENERAL PREVEN	\$108.06
			CURRICULUM-DRUG COURT-SA GENERAL	\$108.07
			CURRICULUM-DWI Court-SA GENERAL	\$108.07
			CURRICULUM-SA FIT-SA GENERAL	\$108.07
0000139014-CK	DAYBREAK SENIOR SERVICES	11/26/2025 0:00	PERSONAL CARE-HOME BASED SRV-RESPT CARE-SPECIAL SERV-OUTREACH/ADVOC-SUPPORT SRV-	\$354.00
				\$343.00
0000139015-CK	DENCO SECURITY SERVICE	11/26/2025 0:00	BLDG SECURITY-2765 Madison-GENERAL	\$200.00
			BLDG SECURITY-NUTRITION-GENERAL	\$200.00
			BLDG SECURITY-238 27th St-GENERAL	\$231.25
0000139016-CK	ENBRIDGE GAS-UTAH	11/26/2025 0:00	UTILITIES-NUTRITION	\$241.14
0000139017-CK	ENBRIDGE GAS-UTAH	11/26/2025 0:00	UTILITIES-NUTRITION	\$880.85
0000139018-CK	ELWOOD STAFFING SERVICES, INC	11/26/2025 0:00	SPECIAL SERV-NUTRITION	\$421.20
0000139019-CK	JOHN EVANS	11/26/2025 0:00	LOCAL TRAVEL-MH-MCOT-MH GENERAL	\$37.10
0000139020-CK	JAN GARDNER	11/26/2025 0:00	LOCAL TRAVEL-VOL SRV-FGP	\$40.60
			LOCAL TRAVEL-VOL SRV-RSVP	\$40.60
			LOCAL TRAVEL-VOL SRV-SCP	\$93.80
0000139021-CK	STACEE GOFF	11/26/2025 0:00	LICENSES-SA CORRECTIONS-SA GENERAL	\$120.00
0000139022-CK	MARIA DOLORES GONZALEA	11/26/2025 0:00	PROGRAM EXP-GEN PREVENTION-SA GEN	\$375.00
0000139023-CK	GREENHILL APARTMENTS LLC	11/26/2025 0:00	LIVING ALLOWANCE-ATR-SA GENER	\$400.00
0000139024-CK	GWEN DANEIL GUNDERSON	11/26/2025 0:00	LOCAL TRAVEL-TRANSPORTATION	\$60.90
0000139025-CK	DANIEL HINSLEY	11/26/2025 0:00	PROGRAM EXP-GEN PREVENTION-SA GEN	\$800.00
0000139026-CK	HOME DEPOT CREDIT SERVICES	11/26/2025 0:00	BUILDING MAINT-BLDG GENERAL-GENERAL	\$698.07
			BUILDING MAINT-WHS MAIN-GENERAL	\$13.52
			CONSTRUCTION	\$618.02
0000139027-CK	HOME & FAMILY CARE SERVICES	11/26/2025 0:00	PERSONAL CARE-HOME BASED SRV-ALT/HOME-AL	\$2,041.25
			PERSONAL CARE-HOME BASED SRV-RESPT CARE-	\$654.50
0000139028-CK	HOME HELPERS OF ST. GEORGE	11/26/2025 0:00	PERSONAL CARE-HOME BASED SRV-ALT/HOME-AL	\$1,524.05
			PERSONAL CARE-HOME BASED SRV-RESPT CARE-	\$998.50
0000139029-CK	HOME HEALTH SERVICES OF UTAH	11/26/2025 0:00	PERSONAL CARE-HOME BASED SRV-RESPT CARE-	\$538.98
0000139030-CK	IN-HOME CARE ASSISTANCE LLC	11/26/2025 0:00	PERSONAL CARE-HOME BASED SRV-ALT/HOME-AL	\$2,671.40
			PERSONAL CARE-HOME BASED SRV-IN-HOME-IHF	\$58.00
			PERSONAL CARE-HOME BASED SRV-RESPT CARE-	\$2,255.68
0000139031-CK	INTERMOUNTAIN HEALTH CARE	11/26/2025 0:00	TITLE XIX CAP-MH EARLY INTERV-MH GENERAL	\$1,130.82
0000139032-CK	INTERMOUNTAIN T-SHIRT COMPANY	11/26/2025 0:00	EMPLOYEE MISC.-HUMAN RESOURCES-GENERAL	\$2,312.25
0000139033-CK	INTERMOUNTAIN FARMERS ASSOCIATION	11/26/2025 0:00	BUILDING MAINT-2695 Childs-GENERAL	\$263.94
0000139034-CK	MARY ALLISON	11/26/2025 0:00	LOCAL TRAVEL-WEBER MACS-STATE CONTRACT	\$218.40
0000139035-CK	JUDGE BAKER CHILDREN'S CENTER	11/26/2025 0:00	TRAINING-MANAGED CARE-GENERAL	\$477.20
0000139036-CK	LATITUDE USA LLC	11/26/2025 0:00	PATIENT-MED. EQ-HOME BASED SRV-ALT/HOME-	\$74.00
0000139037-CK	MADELINE MCDONALD	11/26/2025 0:00	LOCAL TRAVEL-HOME BASED SRV-ALT/HOME-ALM	\$18.20
			LOCAL TRAV-OUTREACH/ADVOC-HEALTH INS-HIC	\$9.10
			LOCAL TRAV-OUTREACH/ADVO-SUPPORT SRV-PDS	\$11.20
0000139038-CK	MCKAY DEE HOSPITAL CENTER	11/26/2025 0:00	LICENSES-MH ADULT OUTPAT-MH GENERAL	\$450.00
			LICENSES-MH YTH OUTPAT-MH GENERAL	\$300.00

Weber Human Services
Check Register
11/01/2025 to 11/30/2025

VOIDED CHECKS ARE IN RED

Sum of ExtAmt				
Check No.	Vendor Name	Tran Date	Description	Total
0000139039-CK	MEDPRO WASTE DISPOSAL, LLC	11/26/2025 0:00	OFFICE SUPP-MH ACUTE CARE-MH GEN	\$137.81
0000139040-CK	MELISSA MOULTON	11/26/2025 0:00	LIVING ALLOWANCE-MH Case Mngt-MH GENERAL	\$50.00
0000139041-CK	MYTREX, INC.	11/26/2025 0:00	PATIENT-MED. EQ-HOME BASED SRV-ALT/HOME-PATIENT-MED. EQ-HOME BASED SRV-IN-HOME-I PATIENT-MED. EQ-HOME BASED SRV-RESPT CAR	\$536.81 \$30.00 \$116.96
0000139042-CK	JENNIFER NAGLE	11/26/2025 0:00	LOCAL TRAVEL-WEBER MACS-STATE CONTRACT	\$194.60
0000139043-CK	QUADIENT FINANCE USA, INC	11/26/2025 0:00	POSTAGE-GENERAL-GENERAL	\$1,000.00
0000139044-CK	OFFICE DEPOT	11/26/2025 0:00	OFFICE SUPP-ADMINISTRATION OFFICE SUPP-OUTREACH/ADVOC-OMBUDSMAN-OMB	\$45.08 \$34.07
0000139045-CK	OFFICE ALLY, INC	11/26/2025 0:00	CONTRACTORS-HOME BASED SRV-Veterans	\$629.30
0000139046-CK	PROBLEMS ANONYMOUS ACTION GROUP	11/26/2025 0:00	OTHER EXPENSE-MH ADULT DAY TX-MH GENERAL	\$43,877.00
0000139047-CK	PEPSI-COLA OF OGDEN	11/26/2025 0:00	Incentives -Emp-GENERAL-GENERAL	\$325.03
0000139048-CK	PHARMACY AUTOMATION SUPPLIES	11/26/2025 0:00	OFFICE SUPP-PHARMACY	\$1,192.80
0000139049-CK	PIONEER RX	11/26/2025 0:00	DP SERVICE-PHARMACY GENERA-GENERAL	\$1,433.96
0000139050-CK	QUALITY YOUTH SERVICES	11/26/2025 0:00	CONTRACTORS-MH EARLY INTERV-MH GENERAL	\$5,220.00
0000139051-CK	REDWOOD TOXICOLOGY LABORATORY	11/26/2025 0:00	LAB-SL RESIDENTIAL-SA GENERAL	\$138.25
0000139052-CK	REFRIGERATOR SUPPLIES DISTRIBUTOR	11/26/2025 0:00	BUILDING MAINT-WHS MAIN-GENERAL	\$1,520.05
0000139053-CK	RICOH USA, INC.	11/26/2025 0:00	PRINTING-MANAGED CARE-GENERAL	\$43.81
0000139054-CK	ROCKY MOUNTAIN POWER	11/26/2025 0:00	UTILITIES-NUTRITION	\$2,284.77
0000139055-CK	SAM'S CLUB	11/26/2025 0:00	IN-STATE TRAINING-MH ADULT OUTPAT-MH GEN PATIENT-MED. EQ-HOME BASED SRV-ALT/HOME-PATIENT-MED. EQ-HOME BASED SRV-XIX-WAIVE FOOD-ENSURE-HOME BASED SRV-ALT/HOME-ALM	\$609.48 \$83.12 \$11.76 \$53.28
0000139056-CK	SAND PROPERTIES LLC	11/26/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$1,000.00
0000139057-CK	JULIE SOUTHWICK	11/26/2025 0:00	BOARD EXPENSE-ADMINISTRATION	\$60.00
0000139058-CK	STANDARD EXAMINER	11/26/2025 0:00	PROMOTIONAL EXP-OUTREACH/ADVOC-HEALTH IN	\$430.00
0000139059-CK	ANGELA STOUT	11/26/2025 0:00	LOCAL TRAV-OUTREACH/ADVOC-OMBUDSMAN-OMB	\$79.10
0000139060-CK	SUZYS SENIOR COMPANIONSHIP SERVICE	11/26/2025 0:00	PERSONAL CARE-HOME BASED SRV-ALT/HOME-AL PERSONAL CARE-HOME BASED SRV-RESPT CARE-	\$5,929.57 \$243.00
0000139061-CK	TONY DIVINO TOYOTA	11/26/2025 0:00	AUTO MAINT-Fleet Mngt-GENERAL	\$28.00
0000139062-CK	TOTAL CARE SOLUTIONS	11/26/2025 0:00	PATIENT-MED. EQ-HOME BASED SRV-ALT/HOME-PERSONAL CARE-HOME BASED SRV-ALT/HOME-AL	\$120.00 \$40.00
0000139063-CK	UTAH BUREAU OF CRIMINAL IDENTIFICATION	11/26/2025 0:00	EMPL SCREENING-VOLUNTEER SRV-FGP EMPL SCREENING-VOLUNTEER SRV-RSVP EMPL SCREENING-VOLUNTEER SRV-SCP	\$160.00 \$160.00 \$120.00
0000139064-CK	U-TURN RECOVERY HOUSING	11/26/2025 0:00	LIVING ALLOWANCE-ATR-SA GENER	\$300.00
0000139065-CK	VALENCIA APARTMENTS	11/26/2025 0:00	LIVING ALLOWANCE-MH ADULT OUTPAT-HOMELESS	\$300.00
0000139066-CK	VECTRUM GRAPHICS	11/26/2025 0:00	PRINTING-WEBER MACS-STATE CONTRACT PRINTING-OUTREACH/ADVOC-SUPPORT SRV-PDS PRINTING-FISCAL SERVICES-GENERAL	\$85.66 \$51.15 \$29.85
0000139067-CK	VISITING ANGELS OF DAVIS/WEBER	11/26/2025 0:00	PERSONAL CARE-HOME BASED SRV-ALT/HOME-AL	\$881.35
0000139068-CK	VRI	11/26/2025 0:00	PATIENT-MED. EQ-HOME BASED SRV-ALT/HOME-	\$29.00
0000139069-CK	WEBER HUMAN SERVICES FOUNDATION	11/26/2025 0:00	BOARD EXPENSE-ADMINISTRATION	\$60.00
0000139070-CK	WEBER COUNTY SHERIFF'S OFFICE	11/26/2025 0:00	CONTRACTORS-SA-LIT-SA GENERAL	\$17,791.76
0000139071-CK	WEBER COUNTY TRANSFER STATION	11/26/2025 0:00	GROUPS MAINT-BLDG GENERAL-GENERAL	\$33.40
0000139072-CK	Summer Williams	11/26/2025 0:00	LOCAL TRAVEL-ADMINISTRATION-FND Expense	\$19.60
0000139073-CK	WISCONSIN INSTITUTE FOR HEALTHY AGING	11/26/2025 0:00	CONTRACTORS-OUTREACH/ADVOC-CDSMP PRE-MISC.-OUTREACH/ADVOC-CDSMP	\$1,250.00 \$2,000.00
0000139074-CK	XEROX CORPORATION	11/26/2025 0:00	Copy Expense-NUTRITION-GENERAL Copy Machine Le-NUTRITION-GENERAL	\$86.55 \$174.32
0000139075-CK	MANDI YOUNG	11/26/2025 0:00	LOCAL TRAVEL-WEBER MACS-STATE CONTRACT	\$282.80
Grand Total				\$955,267.23

Weber Human Services
Credit Card Purchases
October 2025

Merchant Name	Cardholder Name	Transaction Date	Description	Amount
Warrens Craft Burger	Adams, Nathan	10/22/2025	Incentives - Employee	98.06
Medtel Communications	Adams, Nathan	10/20/2025	Data Processing Service	298.17
Amazon Mark Nm7os9p11	Adams, Nathan	10/14/2025	Data Processing Supplies	129.00
Amazon Mark Nf7e938e2	Adams, Nathan	10/13/2025	Copy Expense	36.57
Henry Schein	Adams, Nathan	10/6/2025	Medical Records Supplies	169.65
Bariatric Advantage Us	Adams, Nathan	9/30/2025	Pharmacy - Medications	77.72
Www.Rideuta.Com	Allison, Mary	10/30/2025	Patient Personal Care Expense	50.00
All My Sons Slc	Allison, Mary	10/20/2025	Patient Personal Care Expense	100.00
Wm Supercenter #5234	Allison, Mary	10/15/2025	Patient Personal Care Expense	153.22
Wal-Mart #5234	Allison, Mary	10/15/2025	Patient Personal Care Expense	199.16
Lowes #01080	Allison, Mary	9/30/2025	Patient Personal Care Expense	10.19
Tracfone Phones	Allison, Mary	10/1/2025	Patient Personal Care Expense	53.61
Crown Trophy & Awards	Anderson, Craig	10/7/2025	A/R - Misc Fnd	400.00
Childrens Ctr Utah	Baker, Alexis	10/22/2025	Training	75.58
Sq Cornucopia Llc	Baker, Alexis	10/10/2025	Activities	146.40
4imprint, Inc	Bell, Kristi	10/22/2025	Program Expenses	3,840.44
Amazon Mark Nu25e4h41	Bell, Kristi	10/21/2025	Program Expenses	28.49
Amazon MktpL Nu04z4mx0	Bell, Kristi	10/21/2025	Program Expenses	163.99
Amazon Mark Nv11x4hp0	Bell, Kristi	10/2/2025	Program Expenses	112.50
Wildcat Self Storage A	Bell, Kristi	10/1/2025	Program Expenses	183.00
Eb 24th Rocky Mountai	Blanch, Nichol	10/28/2025	Training	215.26
Hilton Hotels	Blanch, Nichol	10/24/2025	In State Training & Travel	651.48
Kents Market Plain	Blanch, Nichol	10/20/2025	Program Expenses	16.99
Wm Supercenter #1708	Blanch, Nichol	10/16/2025	Program Expenses	30.04
Wrist-Band Wrist-Band	Blanch, Nichol	10/15/2025	Program Expenses	276.89
Kents Market Plain	Blanch, Nichol	10/14/2025	Program Expenses	42.00
Dollar Tree	Blanch, Nichol	10/13/2025	Program Expenses	46.25
Wm Supercenter #1708	Blanch, Nichol	10/13/2025	Program Expenses	117.95
Samsclub.Com	Blanch, Nichol	10/9/2025	Program Expenses	98.79
Wal-Mart #2921	Blanch, Nichol	10/11/2025	Program Expenses	126.18
Amazon MktpL Nf3280pe1	Blanch, Nichol	10/9/2025	Program Expenses	48.77
Amazon MktpL Nf0ys6260	Blanch, Nichol	10/9/2025	Program Expenses	152.49
Extra Space 6610	Blanch, Nichol	10/1/2025	Program Expenses	200.00
Wal-Mart #3789	Brown, Chandra	10/24/2025	Patient Personal Care Expense	130.96
Wal-Mart #3789	Brown, Chandra	10/15/2025	Patient Personal Care Expense	134.06
Wal-Mart #3789	Brown, Chandra	10/14/2025	Patient Personal Care Expense	140.66
Wal-Mart #2921	Brown, Chandra	10/10/2025	Patient Personal Care Expense	147.64
Wm Supercenter #3789	Brown, Chandra	10/2/2025	Patient Personal Care Expense	118.02
Wm Supercenter #3789	Brown, Chandra	10/2/2025	Patient Personal Care Expense	24.65
Wm Supercenter #3789	Brown, Chandra	10/2/2025	Patient Personal Care Expense	134.61
Wm Supercenter #3789	Brown, Chandra	10/1/2025	Patient Personal Care Expense	107.91
Sp Bicycle Collectiv	Brown, Chandra	9/30/2025	Patient Personal Care Expense	1,050.00
Smiths #4279	Burt, Susannah	10/28/2025	Program Expenses	17.12
Wal-Mart #2921	Burt, Susannah	10/28/2025	Program Expenses	22.46
Amazon MktpL N44c036f1	Burt, Susannah	10/27/2025	Program Expenses	75.50
Zoom.Com 888-799-9666	Burt, Susannah	10/25/2025	Data Processing Service	154.34
Wpengine.Com	Burt, Susannah	10/9/2025	Program Expenses	590.00
Amazon Mark Nu2h61li1	Clark, Shantel	10/18/2025	Patient-Medical Equipment	56.98
Amazon Mark Nm2su3lc1	Clark, Shantel	10/13/2025	Patient-Medical Equipment	28.49
Cafe Zupas	Davis-Cox, Wendi	9/30/2025	Training	359.39
B2b Prime Nu9ro7fa0	Dean, Ronda	10/17/2025	Membership Fees	1,299.00
Sguzs - Hp St.Georgeco	Flippence, Jenna	10/24/2025	In State Training & Travel	(239.35)
Amazon MktpL Nu5ek1it0	Flippence, Jenna	10/23/2025	Office Expense And Supplies	28.47
Wm Supercenter #2921	Flygare, Tiffany	10/29/2025	Patient Personal Care Expense	67.50
Wal-Mart #2921	Flygare, Tiffany	10/29/2025	Patient Personal Care Expense	71.09
Wm Supercenter #2921	Flygare, Tiffany	10/29/2025	Patient Personal Care Expense	80.87
Wal-Mart #2921	Flygare, Tiffany	10/23/2025	Patient Personal Care Expense	137.98
Wm Supercenter #2921	Flygare, Tiffany	10/23/2025	Patient Personal Care Expense	158.41

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Merchant Name	Cardholder Name	Transaction Date	Description	Amount
Wm Supercenter #2921	Flygare, Tiffany	10/16/2025	Patient Personal Care Expense	115.42
Wal-Mart #2921	Flygare, Tiffany	10/16/2025	Patient Personal Care Expense	120.78
Wal-Mart #2921	Flygare, Tiffany	10/16/2025	Patient Personal Care Expense	56.26
Wal-Mart #2921	Flygare, Tiffany	10/7/2025	Patient Personal Care Expense	146.03
Amazon Mark Nj56i9s11	Flygare, Tiffany	9/30/2025	Patient Personal Care Expense	26.38
Amazon MktpL Nu5k48yh0	Fulton, Karla	10/23/2025	Special Services	231.84
Amazon.Com Nu6me2ep2	Fulton, Karla	10/23/2025	Special Services	359.60
Amazon MktpL Nu8yd0f92	Fulton, Karla	10/22/2025	Special Services	6.99
Amazon MktpL Nv9tr9vm2	Fulton, Karla	10/7/2025	Patient-Medical Equipment	197.96
Paypal Rorschach P	Guerrero, Mariela	10/28/2025	Testing Materials	125.00
Paypal Rorschach P	Guerrero, Mariela	10/28/2025	Testing Materials	124.99
Amazon.Com Nu4574h11	Guerrero, Mariela	10/21/2025	Incentives - Employee	44.45
Amazon MktpL Nm4du64y2	Guerrero, Mariela	10/15/2025	Office Expense And Supplies	50.37
Wps Publish	Guerrero, Mariela	10/14/2025	Testing Materials	45.73
Wps Publish	Guerrero, Mariela	10/14/2025	Testing Materials	45.73
Awl Pearson Education	Guerrero, Mariela	10/15/2025	Testing Materials	278.25
Awl Pearson Education	Guerrero, Mariela	10/15/2025	Testing Materials	278.25
Maverik #469	Guerrero, Mariela	10/10/2025	Client Transportation	500.00
Maverik #469	Guerrero, Mariela	10/10/2025	Client Transportation	100.00
Cafe Zupas	Gwynn, Shelly	10/29/2025	Meeting Expense	245.79
Zoom.Com 888-799-9666	Gwynn, Shelly	10/27/2025	Data Processing Service	2,748.87
Elicit	Gwynn, Shelly	10/7/2025	Data Processing Service	12.00
Fairfield Inn	Hadley, Chelsie	10/24/2025	In State Training & Travel	539.34
Fairfield Inn	Hadley, Chelsie	10/24/2025	In State Training & Travel	539.34
Wm Supercenter #3789	Iizuka, Nobuhiro	10/20/2025	A/R - Misc Fnd	27.88
Hug-Hes Cafe South Ogd	Iizuka, Nobuhiro	10/17/2025	A/R - Misc Fnd	149.25
Amazon.Com Nf5xi1hm1	Iizuka, Nobuhiro	10/10/2025	Patient-Medical Equipment	44.18
Samsclub.Com	Iizuka, Nobuhiro	10/10/2025	Patient-Medical Equipment	36.41
Samsclub.Com	Iizuka, Nobuhiro	10/10/2025	Patient-Medical Equipment	81.36
Amazon MktpL Nv5zg6s00	Iizuka, Nobuhiro	10/3/2025	Patient-Medical Equipment	25.99
Samsclub.Com	Iizuka, Nobuhiro	10/3/2025	Patient-Medical Equipment	28.37
Samsclub.Com	Iizuka, Nobuhiro	10/3/2025	Food - Ensure	75.96
Amazon MktpL N454w4cb0	Johnson, Susan	10/23/2025	Incentives - Employee	19.98
Dhs Licensing - Dacs	Johnson, Susan	10/24/2025	Employment Screening	64.00
Wm Supercenter #1708	Johnson, Susan	10/22/2025	Incentives - Employee	5.97
Dhs Licensing - Dacs	Johnson, Susan	10/21/2025	Employment Screening	64.00
Dhs Licensing - Dacs	Johnson, Susan	10/21/2025	Employment Screening	64.00
Dhs Licensing - Dacs	Johnson, Susan	10/18/2025	Employment Screening	64.00
Sq McFarland Family F	Johnson, Susan	10/16/2025	Incentives - Employee	148.50
Dhs Licensing - Dacs	Johnson, Susan	10/16/2025	Employment Screening	64.00
Dhs Licensing - Dacs	Johnson, Susan	10/15/2025	Employment Screening	64.00
Dhs Licensing - Dacs	Johnson, Susan	10/15/2025	Employment Screening	64.00
Samsclub.Com	Johnson, Susan	10/8/2025	Employee Miscellaneous Exp.	102.29
Amazon MktpL Nf9183vw1	Johnson, Susan	10/10/2025	Employee Miscellaneous Exp.	66.49
Amazon MktpL Nf7eu5zl1	Johnson, Susan	10/8/2025	Employee Miscellaneous Exp.	89.30
Amazon MktpL Nv1ak1k61	Johnson, Susan	10/7/2025	Employee Miscellaneous Exp.	53.99
Fairfield Inn	Kaiser, Danielle	10/24/2025	In State Training & Travel	719.12
Sandeels Soil & Rock Pr	Kelley, Connor	10/14/2025	Grounds Maintenance	283.25
Sandeels Soil & Rock Pr	Kelley, Connor	10/14/2025	Grounds Maintenance	283.25
Cdw Govt #ag67z3x	Kidman, Kurt	10/30/2025	Data Processing Supplies	297.58
Web Networksolutions	Kidman, Kurt	10/30/2025	Data Processing Service	279.30
Cdw Govt #ag6xx3x	Kidman, Kurt	10/29/2025	Data Processing Supplies	87.03
Web Networksolutions	Kidman, Kurt	10/27/2025	Data Processing Service	1,819.48
Cdw Govt #ag6i86e	Kidman, Kurt	10/27/2025	Data Processing Supplies	851.95
Amazon MktpL Nu5j99bj2	Kidman, Kurt	10/25/2025	Data Processing Supplies	126.72
Amazon MktpL Nu6ub88i1	Kidman, Kurt	10/22/2025	Data Processing Supplies	43.96
Shi International Corp	Kidman, Kurt	10/17/2025	Data Processing Supplies	3,589.56
CURRENCY CONVERSION F	Kidman, Kurt	10/15/2025	Data Processing Service	18.32

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Merchant Name	Cardholder Name	Transaction Date	Description	Amount
Redgate Software	Kidman, Kurt	10/15/2025	Data Processing Service	1,832.21
Govconnection	Kidman, Kurt	10/14/2025	Data Processing Supplies	126.14
Govconnection	Kidman, Kurt	10/14/2025	Data Processing Supplies	117.10
Web Networksolutions	Kidman, Kurt	10/10/2025	Data Processing Service	214.95
Shi International Corp	Kidman, Kurt	10/10/2025	Data Processing Supplies	1,196.52
Govconnection	Kidman, Kurt	10/11/2025	Data Processing Supplies	100.44
Cdw Govt #ag4mz7y	Kidman, Kurt	10/10/2025	Data Processing Supplies	119.80
Cdw Govt #ag4mw9d	Kidman, Kurt	10/10/2025	Data Processing Supplies	137.60
Shi International Corp	Kidman, Kurt	10/7/2025	Data Processing Maintenance	975.20
Govconnection	Kidman, Kurt	10/7/2025	Data Processing Supplies	288.66
Shi International Corp	Kidman, Kurt	10/3/2025	Data Processing Supplies	4,786.08
Anixter/Clark/Tri-Ed	Kidman, Kurt	10/3/2025	Building Maintenance	40.75
Insight Direct	Kidman, Kurt	10/3/2025	Data Processing Service	70.80
Insight Direct	Kidman, Kurt	10/3/2025	Data Processing Service	49.36
Insight Direct	Kidman, Kurt	10/3/2025	Data Processing Service	247.80
Insight Direct	Kidman, Kurt	10/3/2025	Data Processing Service	11.80
Dominos 7560	King, Donna	10/30/2025	Residential Meals	77.88
Weber Human Services P	King, Donna	10/28/2025	A/R - Misc Fnd	24.20
La Quinta Motor Inns	King, Donna	10/24/2025	Out Of State Training & Travel	471.51
Wm Supercenter #2921	King, Donna	10/25/2025	Residential Meals	23.05
Wm Supercenter #2921	King, Donna	10/25/2025	Residential Meals	23.04
Sp Bagsinbulk	King, Donna	10/18/2025	A/R - Misc Fnd	144.79
Amazon MktpL Nu3ib4xv0	King, Donna	10/20/2025	A/R - Misc Fnd	251.47
Ogden Nature Center	King, Donna	10/16/2025	Activities	30.00
Ogden Nature Center	King, Donna	10/16/2025	Activities	30.00
Ogden Nature Center	King, Donna	10/16/2025	Activities	100.00
Ogden Nature Center	King, Donna	10/16/2025	Activities	100.00
Ogden Nature Center	King, Donna	10/16/2025	Activities	10.00
Wal-Mart #3789	King, Donna	10/15/2025	Residential Meals	39.92
Wal-Mart #3789	King, Donna	10/15/2025	Client Incentives	82.45
Amazon.Com Nm8px8p81	King, Donna	10/14/2025	Patient Personal Care Expense	31.23
Amazon MktpL Nm7fz25t0	King, Donna	10/14/2025	Program Expenses	89.99
Amazon MktpL Nm2p92x30	King, Donna	10/14/2025	Program Expenses	9.98
Amazon MktpL Nm7rq0x70	King, Donna	10/14/2025	Program Expenses	12.77
Amazon MktpL Nf5eo3sy2	King, Donna	10/14/2025	Food Service/Operating Supplie	9.78
Amazon MktpL Nf5eo3sy2	King, Donna	10/14/2025	Patient Personal Care Expense	59.99
Amazon MktpL Nm3cw3n01	King, Donna	10/13/2025	Program Expenses	93.06
Weber Human Services P	King, Donna	10/7/2025	A/R - Misc Fnd	8.00
Franklin Planner	Lane, Brady	10/16/2025	Office Expense And Supplies	95.99
Weber Human Services P	Larsen, Tyler	10/30/2025	Patient Personal Care Expense	12.25
Weber Human Services P	Larsen, Tyler	10/24/2025	Patient Personal Care Expense	13.65
Wal-Mart #3789	Larsen, Tyler	10/21/2025	Program Expenses	183.74
Wal-Mart #3789	Larsen, Tyler	10/20/2025	Program Expenses	39.94
Wm Supercenter #1708	Larsen, Tyler	10/14/2025	Patient Personal Care Expense	176.02
Wm Supercenter #1708	Larsen, Tyler	10/14/2025	Program Expenses	51.54
Old Navy On-Line	Larsen, Tyler	10/10/2025	Patient Personal Care Expense	80.00
Old Navy On-Line	Larsen, Tyler	10/10/2025	Patient Personal Care Expense	44.80
Wal-Mart #3789	Larsen, Tyler	10/9/2025	Client Incentives	123.44
Wm Supercenter #2921	Larsen, Tyler	10/2/2025	Program Expenses	137.36
Wal-Mart #3789	Larsen, Tyler	10/2/2025	Patient Personal Care Expense	59.92
Dollar Tree, Inc.	Leyba-Hernandez, Deli	10/28/2025	Contingency Management	250.00
Dollar Tree, Inc.	Leyba-Hernandez, Deli	10/28/2025	Contingency Management	250.00
Cs Subway Gc	Leyba-Hernandez, Deli	10/25/2025	Contingency Management	237.50
Cs Subway Gc	Leyba-Hernandez, Deli	10/25/2025	Contingency Management	237.50
Amazon Reta Nm0fu9u91	Leyba-Hernandez, Deli	10/17/2025	Program Curriculum Expense	187.59
Cafe Zupas	Leyba-Hernandez, Deli	10/15/2025	Training	89.96
Cafe Zupas	Leyba-Hernandez, Deli	10/15/2025	Training	89.95
Amazon Mark Nv7v866t0	Leyba-Hernandez, Deli	10/3/2025	Program Expenses	56.98

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Merchant Name	Cardholder Name	Transaction Date	Description	Amount
Amazon Mark Nv7v866t0	Leyba-Hernandez, Deli	10/3/2025	Program Expenses	84.33
Amazon Mark Nv7v866t0	Leyba-Hernandez, Deli	10/3/2025	Program Expenses	84.33
Amazon Reta Nv3ga8fu1	Leyba-Hernandez, Deli	10/2/2025	Copy Expense	179.74
Childrens Ctr Utah	Lopez, Anna	10/20/2025	Training	75.58
Wm Supercenter #3789	Luckau, Robert	10/20/2025	Patient Personal Care Expense	66.39
Wm Supercenter #3789	Luckau, Robert	10/20/2025	Patient Personal Care Expense	65.74
Wm Supercenter #3789	Luckau, Robert	10/20/2025	Patient Personal Care Expense	96.44
Wm Supercenter #2921	Luckau, Robert	10/10/2025	Patient Personal Care Expense	24.67
Wal-Mart #2921	Luckau, Robert	10/10/2025	Patient Personal Care Expense	78.12
Py Sysstorage	Luckau, Robert	10/10/2025	Patient Personal Care Expense	120.00
Wal-Mart #2921	Luckau, Robert	10/2/2025	Patient Personal Care Expense	60.21
Wal-Mart #2921	Luckau, Robert	10/1/2025	Patient Personal Care Expense	56.77
Wm Supercenter #2921	Luckau, Robert	10/1/2025	Patient Personal Care Expense	58.88
Wm Supercenter #3789	Manore, Tamara	10/27/2025	Client Living Allowance	22.83
Wm Supercenter #3789	Manore, Tamara	10/24/2025	Client Incentives	65.21
Alpine Home Medical -	Manore, Tamara	10/21/2025	Client Living Allowance	(40.00)
Alpine Home Medical -	Manore, Tamara	10/15/2025	Client Living Allowance	80.00
Wm Supercenter #3789	Manore, Tamara	10/1/2025	Client Living Allowance	302.32
Kwick Stop Iii	Manore, Tamara	10/1/2025	Client Living Allowance	82.16
Wal-Mart #3789	McFarland, Cami	10/30/2025	Food	16.08
Wal-Mart #3789	McFarland, Cami	10/13/2025	A/R - Misc Fnd	46.09
Wm Supercenter #3789	McFarland, Cami	9/30/2025	Food	2.93
Wm Supercenter #3789	McFarland, Cami	9/30/2025	Incentives - Employee	8.38
Great Western Supply O	Meyehoffer, Travis	10/24/2025	Building Maintenance	75.00
Amazon Mark Nj43n0vw2	Moulding, Kari	10/1/2025	A/R - Misc Fnd	114.47
Health/Vital-Monroe Ct	Phillips, Jessica	10/27/2025	Patient Personal Care Expense	55.00
Weber County Health De	Phillips, Jessica	10/24/2025	Patient Personal Care Expense	25.00
Weber County Health De	Phillips, Jessica	10/16/2025	Patient Personal Care Expense	20.00
Driver License Ogden	Phillips, Jessica	10/8/2025	Patient Personal Care Expense	52.00
Weber County Health De	Phillips, Jessica	10/1/2025	Patient Personal Care Expense	45.00
Wm Supercenter #3789	Poulsen, Shane	10/17/2025	Patient Personal Care Expense	42.96
Amazon Mark Nv3jg9p00	Reeder, Klay	10/1/2025	Program Curriculum Expense	28.97
Wal-Mart #3789	Ririe, Nichelle	10/30/2025	Patient Personal Care Expense	24.65
Wal-Mart #3789	Ririe, Nichelle	10/30/2025	Patient Personal Care Expense	78.01
Wal-Mart #3789	Ririe, Nichelle	10/30/2025	Patient Personal Care Expense	108.46
Wm Supercenter #3789	Ririe, Nichelle	10/24/2025	Patient Personal Care Expense	35.26
Wm Supercenter #3789	Ririe, Nichelle	10/24/2025	Patient Personal Care Expense	54.23
Wal-Mart #3789	Ririe, Nichelle	10/24/2025	Patient Personal Care Expense	88.79
Wal-Mart #3789	Ririe, Nichelle	10/22/2025	Patient Personal Care Expense	83.76
Wm Supercenter #3789	Ririe, Nichelle	10/1/2025	Patient Personal Care Expense	109.55
Sp Bicycle Collectiv	Ririe, Nichelle	9/30/2025	Patient Personal Care Expense	1,400.00
Getfreed.Ai	Rodriguez, Lacy	10/30/2025	Data Processing Service	99.00
Tst Kneaders Bakery A	Rodriguez, Lacy	10/25/2025	Incentives - Employee	59.94
Mission Bbq Riverdale-	Rodriguez, Lacy	10/22/2025	Incentives - Employee	79.98
Redwood Bio	Rodriguez, Lacy	10/15/2025	Medical Records Supplies	75.00
Henry Schein	Rodriguez, Lacy	10/13/2025	Medical Records Supplies	141.25
Exp Scrpts Curascript	Rodriguez, Lacy	10/10/2025	Medical Records Supplies	2,380.67
Amazon Mktpl Nf6ud9851	Rodriguez, Lacy	10/10/2025	Medical Records Supplies	259.27
Airgas - Central Surch	Rodriguez, Lacy	10/11/2025	Medical Records Supplies	6.18
Henry Schein	Rodriguez, Lacy	10/9/2025	Medical Records Supplies	747.04
Nabla Technologies, In	Rodriguez, Lacy	10/9/2025	Data Processing Service	357.00
Getfreed.Ai	Rodriguez, Lacy	10/8/2025	Data Processing Service	99.00
Amazon Mktpl Nf53p8a40	Rodriguez, Lacy	10/7/2025	Incentives - Employee	74.34
Amazon Mktpl Nv2vz1xy2	Rodriguez, Lacy	10/7/2025	Incentives - Employee	20.98
Rubiconmd	Rodriguez, Lacy	10/6/2025	Data Processing Service	350.00
Getfreed.Ai	Rodriguez, Lacy	9/30/2025	Data Processing Service	99.00
Vmo Vimeo.Com	Rodriguez, Tara	10/29/2025	Data Processing Service	241.31
Www.Powerhouse.Events	Rodriguez, Tara	10/29/2025	Training	132.86

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Merchant Name	Cardholder Name	Transaction Date	Description	Amount
Weglot	Rodriguez, Tara	10/29/2025	Data Processing Service	213.81
CURRENCY CONVERSION F	Rodriguez, Tara	10/29/2025	Data Processing Service	2.14
Sq La Ferrovia Italia	Rodriguez, Tara	10/27/2025	Meeting Expense	148.98
Twilio Inc	Rodriguez, Tara	10/26/2025	Data Processing Service	950.91
CURRENCY CONVERSION F	Rodriguez, Tara	10/14/2025	Data Processing Service	1.15
Weglot	Rodriguez, Tara	10/14/2025	Data Processing Service	115.15
Www.Rideuta.Com	Rodriguez, Tara	10/6/2025	Local Travel	100.00
Wm Supercenter #3789	Rodriguez, Tara	10/6/2025	Office Expense And Supplies	25.61
Twilio Inc	Rodriguez, Tara	10/1/2025	Data Processing Service	950.33
Amazon Mktpl Nj32j9i71	Rodriguez, Tara	10/2/2025	Office Expense And Supplies	35.06
Weber State Univer Mar	Roubinet, Stacy	10/28/2025	Training	140.00
Cafe Zupas	Roubinet, Stacy	10/28/2025	Meeting Expense	214.35
Amazon Mktpl N43kj64j2	Roubinet, Stacy	10/28/2025	Building Maintenance	771.60
Www.Powerhouse.Events	Roubinet, Stacy	10/24/2025	Training	330.59
Marcos Pizza - 6041	Roubinet, Stacy	10/24/2025	Training	116.05
Amazon Mktpl N41mm24o0	Roubinet, Stacy	10/24/2025	Grounds Maintenance	975.98
Jersey Mikes Online Uc	Roubinet, Stacy	10/23/2025	Incentives - Employee	162.32
City Of Ogden City	Roubinet, Stacy	10/24/2025	Building Construction	281.20
Amazon Mark Nu4nd1o22	Roubinet, Stacy	10/22/2025	Office Expense And Supplies	9.99
Amazon Mark Nm6t01vp2	Roubinet, Stacy	10/18/2025	Building Maintenance	19.99
Amazon Mark Nu2xu5no0	Roubinet, Stacy	10/18/2025	Building Maintenance	8.99
Chick-Fil-A #02497	Roubinet, Stacy	10/16/2025	Meeting Expense	64.85
Tst Kneaders Bakery A	Roubinet, Stacy	10/7/2025	Incentives - Employee	167.76
Amazon Mark Nk1d79zc0	Rowberry, Charity	10/29/2025	Incentives - Employee	23.98
Amazon Mark N48f32ri1	Rowberry, Charity	10/29/2025	Incentives - Employee	9.97
Wm Supercenter #3789	Rowberry, Charity	10/28/2025	A/R - Misc Fnd	48.26
Skipio, Llc	Rowberry, Charity	10/27/2025	Data Processing Service	54.00
Walgreens #7982	Rowberry, Charity	10/27/2025	Printing	44.27
Vertical Screen, Inc.	Rowberry, Charity	10/27/2025	Employment Screening	7.50
Walmart.Com 8009256278	Rowberry, Charity	10/27/2025	A/R - Misc Fnd	460.00
Vertical Screen, Inc.	Rowberry, Charity	10/24/2025	Employment Screening	7.50
Vertical Screen, Inc.	Rowberry, Charity	10/24/2025	Employment Screening	7.50
Facebk Ehx734duu2	Rowberry, Charity	10/23/2025	Promotional Expense	331.10
Facebk Ehx734duu2	Rowberry, Charity	10/23/2025	Promotional Expense	268.90
Farmington City Govt	Rowberry, Charity	10/16/2025	Promotional Expense	300.00
Farmingtonut Servicefe	Rowberry, Charity	10/16/2025	Promotional Expense	8.25
Amazon Mark Nf1gi2fz2	Rowberry, Charity	10/9/2025	Office Expense And Supplies	23.84
Smiths Food #4135	Rowberry, Charity	10/8/2025	A/R - Misc Fnd	260.68
Facebk Cfpgw25uu2	Rowberry, Charity	10/2/2025	Promotional Expense	293.29
Facebk Cfpgw25uu2	Rowberry, Charity	10/2/2025	Promotional Expense	263.25
La Quinta Motor Inns	Ryujin, Molly	10/24/2025	Training	471.51
Fairfield Inn	Sekulich, David	10/24/2025	Out Of State Training & Travel	719.12
Cadca	Sekulich, David	10/6/2025	Training	320.00
Cadca	Sekulich, David	10/2/2025	Training	395.00
Amazon Mktpl Nk8a533m0	Stevenson, Ronda	10/30/2025	A/R - Misc Fnd	72.90
Amazon Mktpl N47hf5vt2	Stevenson, Ronda	10/30/2025	Office Expense And Supplies	14.25
Amazon Mktpl N43rm4uo1	Stevenson, Ronda	10/29/2025	Office Expense And Supplies	9.49
Amazon Mktpl N44lj3z51	Stevenson, Ronda	10/24/2025	Office Expense And Supplies	67.56
Amazon Mark Nm61s7ua1	Stevenson, Ronda	10/17/2025	Office Expense And Supplies	45.67
Amazon Mktpl Nf7299en2	Stevenson, Ronda	10/11/2025	Office Expense And Supplies	41.57
Chick-Fil-A #02497	Stevenson, Ronda	10/6/2025	Incentives - Employee	310.21
Tst Kneaders Bakery A	Stevenson, Ronda	10/3/2025	Incentives - Employee	361.55
Amazon Mark Nv69p0f11	Stevenson, Ronda	10/2/2025	Beverage Station	16.36
Amazon Mark Nv69p0f11	Stevenson, Ronda	10/2/2025	Office Expense And Supplies	3.90
Family Dollar	Toone, Cissy	10/29/2025	Activities	36.01
Wal-Mart #1708	Toone, Cissy	10/27/2025	Activities	81.21
Ridleys #1161	Toone, Cissy	10/14/2025	Food	53.66
Ridleys #1161	Toone, Cissy	10/14/2025	Meeting Expense	10.58

Weber Human Services
Credit Card Purchases
October 2025

Merchant Name	Cardholder Name	Transaction Date	Description	Amount
Chevron 0307723	Toone, Cissy	10/9/2025	Gasoline	29.88
Walmart.Com	Trujillo, Megan	10/26/2025	Food	40.58
Amazon.Com Nu2gm55w1	Trujillo, Megan	10/21/2025	Program Expenses	12.50
Amazon Mktpl Nf7e01y22	Trujillo, Megan	10/15/2025	Program Expenses	15.89
Walmart.Com	Trujillo, Megan	10/8/2025	Program Expenses	14.97
Walmart.Com	Trujillo, Megan	10/8/2025	Food	40.83
Amazon Mktpl Nv1ff6k81	Trujillo, Megan	10/6/2025	Program Expenses	11.27
Amazon Mktpl Nv27d9k91	Trujillo, Megan	10/6/2025	Program Expenses	9.99
Dollar Tree	Trujillo, Megan	10/4/2025	Client Incentives	56.31
Amazon Mktpl Nv8cy51x1	Trujillo, Megan	10/4/2025	Client Incentives	49.73
Amazon.Com Nv1gh1ia0	Trujillo, Megan	10/4/2025	Office Expense And Supplies	19.48
Amazon.Com Nv1gh1ia0	Trujillo, Megan	10/4/2025	Patient Personal Care Expense	39.42
Dollar Tree	Trujillo, Megan	10/4/2025	Program Expenses	6.44
Dollar Tree	Trujillo, Megan	10/4/2025	Residential Meals	2.58
Amazon.Com Nv3c131f1	Trujillo, Megan	10/4/2025	Program Expenses	4.66
Smith S #5131	Trujillo, Megan	10/1/2025	Client Incentives	78.79
Smith S #5131	Trujillo, Megan	10/1/2025	Residential Meals	36.91
Walmart.Com	Trujillo, Megan	10/1/2025	Program Expenses	55.49
Facebk Mzlmf4znc2	Wade, Heidi	10/14/2025	Promotional Expense	149.50
Adobe	Wade, Heidi	10/11/2025	Data Processing Service	21.44
Amazon Mark Nf0je07r0	Wade, Heidi	10/9/2025	Copy Expense	21.50
Sams Club #6684	Wade, Heidi	10/6/2025	Meeting Expense	129.34
Smiths Food #4131	Walke, Michelle	10/29/2025	Client Living Allowance	6.39
New-Eyes.Org	Walke, Michelle	10/27/2025	A/R - Misc Fnd	15.00
New-Eyes.Org	Walke, Michelle	10/15/2025	A/R - Misc Fnd	15.00
New-Eyes.Org	Walke, Michelle	10/15/2025	A/R - Misc Fnd	15.00
Red Duck Store	Walke, Michelle	10/14/2025	Client Living Allowance	25.01
Red Duck Store	Walke, Michelle	10/14/2025	Client Living Allowance	62.53
New-Eyes.Org	Walke, Michelle	10/10/2025	A/R - Misc Fnd	15.00
Wal-Mart #5206	Walke, Michelle	10/9/2025	Client Living Allowance	78.60
Dollar Tree	Walke, Michelle	10/8/2025	A/R - Misc Fnd	20.38
Wm Supercenter #3789	Walke, Michelle	10/8/2025	A/R - Misc Fnd	81.62
New-Eyes.Org	Walke, Michelle	10/3/2025	A/R - Misc Fnd	15.00
Amazon Mark N410j1my2	Wangsgard, Laura	10/29/2025	Patient Personal Care Expense	47.99
Amazon Mktpl N44k26gx2	Wangsgard, Laura	10/29/2025	Patient Personal Care Expense	299.99
Amazon Mktpl N48ju7v82	Wangsgard, Laura	10/30/2025	Patient Personal Care Expense	228.88
Amazon Mktpl N47ki9gq2	Wangsgard, Laura	10/29/2025	Patient Personal Care Expense	256.49
Jays Ace Hardware	Wangsgard, Laura	10/1/2025	Building Maintenance	24.84
Tst The Lucky Slice	Warner, Aracely	10/29/2025	Program Expenses	113.70
Wm Supercenter #3789	Warner, Aracely	10/29/2025	Program Expenses	103.88
Amazon Mark Jf88n0tb3	Warner, Aracely	10/27/2025	Program Expenses	(18.89)
Amazon Mark Nm0u515c1	Warner, Aracely	10/15/2025	Program Expenses	94.62
Smiths Food #4131	Waters, Matthew	10/28/2025	A/R - Misc Fnd	55.85
Smiths Food #4030	Waters, Matthew	10/28/2025	A/R - Misc Fnd	87.77
Ccl Govpay	Waters, Matthew	10/14/2025	Licenses	860.00
Ccl Govpay	Waters, Matthew	10/14/2025	Licenses	160.40
Ccl Govpay	Waters, Matthew	10/14/2025	Licenses	1,569.50
Ccl Govpay	Waters, Matthew	10/14/2025	Licenses	827.00
Ccl Govpay	Waters, Matthew	10/10/2025	Licenses	992.00
Ccl Govpay	Waters, Matthew	10/10/2025	Licenses	497.00
Ccl Govpay	Waters, Matthew	10/10/2025	Licenses	332.00
Ccl Govpay	Waters, Matthew	10/10/2025	Licenses	332.00
Amazon Mktpl Nv6fg0mi2	Waters, Matthew	10/7/2025	Office Expense And Supplies	116.60
Vital Records Internet	Waters, Matthew	10/3/2025	Program Expenses	34.00
Amazon Mktpl Nj1fa2sc1	Waters, Matthew	10/1/2025	Grounds Maintenance	34.88
Amazon.Com Nj3432pf2	Waters, Matthew	10/1/2025	Office Expense And Supplies	61.65
Amazon Mktpl Nj8cj5s91	Waters, Matthew	10/1/2025	Grounds Maintenance	16.59
Harmons - On-Line	Williams, Camille	10/29/2025	Incentives - Employee	198.20

**Weber Human Services
Credit Card Purchases
October 2025**

Merchant Name	Cardholder Name	Transaction Date	Description	Amount
Harmons - On-Line	Williams, Camille	10/29/2025	Incentives - Employee	141.57
Harmons - On-Line	Williams, Camille	10/29/2025	Incentives - Employee	14.16
Amazon MktpL N434n4k30	Williams, Camille	10/28/2025	Incentives - Employee	75.87
Staples 00107037	Williams, Camille	10/15/2025	Program Expenses	12.88
Sams Club #6684	Williams, Camille	10/10/2025	Training	86.30
Sams Club #6684	Williams, Camille	10/10/2025	Client Incentives	241.75
Wm Supercenter #1708	Williams, Camille	10/10/2025	Client Incentives	22.66
Smiths Food #4135	Williams, Camille	10/10/2025	Program Expenses	27.76
Samsclub.Com	Williams, Camille	10/11/2025	Client Incentives	36.73
Samsclub.Com	Williams, Camille	10/11/2025	Incentives - Employee	36.73
Harmons - On-Line	Williams, Camille	10/10/2025	Client Incentives	166.24
Amazon.Com Nv08d0hu2	Williams, Camille	10/7/2025	Client Incentives	53.14
Dollar Tree	Williams, Summer	10/29/2025	A/R - Misc Fnd	51.34
Ycc Family Crisis Cent	Williams, Summer	10/21/2025	A/R - Misc Fnd	1,750.00
Einstein Bros-Online C	Williams, Summer	10/22/2025	Meeting Expense	383.16
Tst Kneaders Bakery A	Williams, Summer	10/17/2025	Meeting Expense	64.99
Cci Constant-Contact	Williams, Summer	10/17/2025	A/R - Misc Fnd	272.00
Dollar Tree	Williams, Summer	10/16/2025	A/R - Misc Fnd	5.36
Usps.Com Postal Store	Williams, Summer	10/14/2025	A/R - Misc Fnd	48.80
Amazon MktpL Nf82q8fp2	Williams, Summer	10/10/2025	A/R - Misc Fnd	85.16
Ogden Weber Chamber Of	Williams, Summer	10/1/2025	A/R - Misc Fnd	25.00
Target 00017533	Williams, Summer	9/30/2025	A/R - Misc Fnd	50.00
Facebk X873sxc382	Williams, Summer	9/30/2025	A/R - Misc Fnd	41.96
Sportsmans Warehouse 1	Williams, Summer	9/30/2025	A/R - Misc Fnd	100.00
Wm Supercenter #3789	Williquette, Ashlee	10/30/2025	Patient Personal Care Expense	11.67
Wal-Mart #3789	Williquette, Ashlee	10/29/2025	Patient Personal Care Expense	96.46
Wm Supercenter #3789	Williquette, Ashlee	10/29/2025	Patient Personal Care Expense	107.01
Hampton Inn & Suites	Williquette, Ashlee	10/24/2025	In State Training & Travel	573.27
Wal-Mart #3789	Williquette, Ashlee	10/16/2025	Patient Personal Care Expense	31.02
McK - Canyon View Heal	Williquette, Ashlee	10/9/2025	Patient Personal Care Expense	33.91
Straighttalk Airtime	Williquette, Ashlee	10/10/2025	Patient Personal Care Expense	37.65
Straighttalk Airtime	Williquette, Ashlee	10/4/2025	Patient Personal Care Expense	32.25
Amazon.Com Nv6nb3g60	Wilson, Stephanie	10/1/2025	Office Expense And Supplies	5.87
Henry Schein	Young, Heather	10/14/2025	Pharmacy Cost Of Goods	81.61
Total October 2025				78,323.89

**WEBER
HUMAN
SERVICES**



Phone: (801) 625-3700
Fax: (801) 625-3847

SHIP TO:
Weber Human Services
Attn: Kevin Eastman
237 26th Street
Ogden, Utah 84401

VENDOR: Alt Architecture
1445 West 8660 South
West Jordan, Utah 84088

BILL TO:
Weber Human Services
Attn: Administration
237 26th Street
Ogden, Utah 84401

Phone #: 801-865-0633
Fax #:
Attention: Andy Tongish

PURCHASE ORDER

PURCHASE ORDER NO. **4914-1** PAGE 1 OF 1

This purchase order number must appear on all invoices,
packing lists, cartons and correspondence related to this order.

DATE OF ORDER: **November 24, 2025** REQUISITION AGENT: **Shelly Gwynn**

REQUEST OR DELIVER TO:
Kevin Eastman

ACCOUNT NO. **1740-0000-0000**

VENDOR

CONFIRMED BY:

REMARKS: Vendor is on the State of Utah Pre-qualified Architecture and Engineering List and has rendered prior architecture services related to the project. Sole Source: to switch vendors on the capital project would be time and cost prohibitive.

ITEM	QUANTITY	PART NUMBER/DESCRIPTION	Contract Amount	Previous Billing	% Comp	EXTENSION
1	1	Design Services	\$ 38,000.00			\$38,000.00
2	1	Added Civil				\$650.00
3	1	Lot Construction				\$300.00
4	1	Camera				\$275.00
		Title Report				

Federal I.D. #87-0513218 - State Tax Exempt Cert. #11896570-002 STC

Quote #: 25-011

DATE RECEIVED: _____

PURCHASE APPROVED BY:

I AUTHORIZE THE PURCHASE OF THE ABOVE ITEMS
AND THAT THE ITEMS BE CHARGED TO THE
ACCOUNT (S) LISTED.

CFO: HHC Director *Shelly Gwynn*

PURCHASING AGENT: *Shelly Gwynn*

WHS BOARD CHAIR: _____

Shelly Gwynn
PROCUREMENT OFFICER

TOTAL **\$39,225.00**

Distribution: 1) Vendor 2) A/P Cler 3) Requisition Agent

4) Purchasing Agent



Phone: (801) 625-3700

Fax: (801) 625-3847

SHIP TO:

Weber Human Services

Attn: Kevin Eastman

237 26th Street

Ogden, Utah 84401

VENDOR: Alt Architecture

1445 West 8660 South

West Jordan, Utah 84088

BILL TO:

Weber Human Services

Attn: Administration

237 26th Street

Ogden, Utah 84401

Phone #: 801-865-0633

Fax #:

Attention: Andy Tongish

PURCHASE ORDER

PURCHASE ORDER NO. 4935 PAGE 1 OF 1

This purchase order number must appear on all invoices, packing lists, cartons and correspondence related to this order.

DATE OF ORDER:

REQUISITION AGENT:

December 9, 2025

Shelly Gwynn

REQUEST OR DELIVER TO:

Kevin Eastman

ACCOUNT NO. 5495-8900-0000

VENDOR

REMARKS:

ITEM	QUANTITY	PART NUMBER/DESCRIPTION	Contract Amount
1	1	Design Services Vendor is on the State of Utah Pre-qualified Architecture and Engineering List and has rendered prior architecture services related to the project. Sole source: to switch vendors on the capital project would be time and cost prohibitive. Federal I.D. #87-0513218 - State Tax Exempt Cert. #11896570-002 STC Quote #:	\$ 26,800.00

DATE RECEIVED:

PURCHASE APPROVED BY:

TOTAL

\$26,800.00

I AUTHORIZE THE PURCHASE OF THE ABOVE ITEMS
AND THAT THE ITEMS BE CHARGED TO THE
ACCOUNT (S) LISTED.

CFO:

PURCHASING AGENT:

WHS BOARD CHAIR:


PROCUREMENT OFFICER

Distribution: 1) Vendor 2) A/P Cler 3) Requisition Agent

4) Purchasing Agent



Phone: (801) 625-3700

Fax: (801) 625-3847

VENDOR: Insight
2701 E Insight Way
Chandler, AZ 85285

Phone #: 800-467-4448

Fax #:

Attention: Andrew Markee

BILL TO:
Weber Human Services
Attn: Administration
237 26th Street
Ogden, Utah 84401

SHIP TO:
Weber Human Services
Attn: Kurt Kidman
237 26th Street
Ogden, Utah 84401

PURCHASE ORDER

PURCHASE ORDER NO. **4936** PAGE 1 OF 1

This purchase order number must appear on all invoices, packing lists, cartons and correspondence related to this order.

DATE OF ORDER: **December 9, 2025** REQUISITION AGENT: **Shelly Gwynn**

REQUEST OR DELIVER TO:
Kurt Kidman

ACCOUNT NO. **5394-5094-0000** VENDOR CONFIRMED BY:

REMARKS:

ITEM	QUANTITY	PART NUMBER/DESCRIPTION	DELIVER	UNIT PRICE	EXTENSION
1		One-year renewal of HP Day One maintenance contract			\$13,985.73
Federal I.D. #87-0513218 - State Tax Exempt Cert. #11896570-002 STC Quote #: 2002696286					

DATE RECEIVED: _____

PURCHASE APPROVED BY: _____

TOTAL **\$13,985.73**

I AUTHORIZE THE PURCHASE OF THE ABOVE ITEMS
AND THAT THE ITEMS BE CHARGED TO THE
ACCOUNT (S) LISTED.

CFO: _____

PURCHASING AGENT: _____

WHS BOARD CHAIR: _____

Shelly Gwynn
PROCUREMENT OFFICER

Distribution: 1) Vendor 2) A/P Cler 3) Requisition Agent

4) Purchasing Agent

WEBER HUMAN SERVICES PURCHASING POLICY AND PROCEDURES

PURPOSE

To establish uniform policies and procedures for the definitions, duties and operational procedures of the purchasing agent, procurement officers and requisition agents necessary to perform general purchasing and other related procurement functions.

DEFINITIONS

Board: As referred to in this policy and these procedures, the Board is the Weber Human Services Board of Directors.

Purchasing agent: The Controller shall be the purchasing agent for Weber Human Services (WHS).

Procurement officers: The Agency Directors shall be the procurement officers for their respective programs.

Requisition agent: Each procurement officer may designate requisition agents for his/her programs.

Purchase order: The form which describes an item or service to be purchased with the authorizing signatures of the chief financial officer, the purchasing agent and the procurement officer.

Contracts: Contracts shall be required under the conditions specified in this policy and these procedures.

POLICY

The purchasing agent shall be responsible for the overall administration of purchasing policies and procedures. He/she shall present any proposed modifications to purchasing policies and procedures to the Board for approval.

PROCEDURES

A. Purchases and Contracts: Competitive Bids

1. All purchases and contracts, whether by sealed bid, quotation, or negotiation, shall be made on a competitive basis to the maximum practical extent.
2. Procurements that are \$10,000 or less are considered small purchases and may be made without engaging in a solicitation.
3. All procurements greater than \$10,000 must be approved by the Board.
4. For procurements between \$10,001 and \$25,000:
 - a. The acquiring department shall engage in the procurement through a solicitation of quotes by email, telephone, or otherwise to at least three bidders, or if the acquiring entity is unable to identify at least three bidders, to as many bidders as can reasonably be identified.
 - b. The purchasing agent shall evaluate each bid in the best interest of WHS and may use the same evaluation criteria described in section B.
 - c. The purchasing agent may, in the best interest of WHS, require the procurement to be made following a publicly advertised invitation for bids or request for proposals.

5. For procurements of \$25,001 or more:
 - a. The acquiring department shall make the procurements following a publicly advertised invitation for bids or a request for proposals.
 - b. The purchasing agent shall oversee the evaluation of each bid using the evaluation criteria described in section B.
 - c. For procurements of \$100,001 or more, bids must be sealed until reviewed by the designated evaluation committee.

Evaluation of Bids.

1. The purchasing agent shall evaluate each bid using the objective criteria in the invitation for bids, which may include,
 - a. Experience;
 - b. Performance ratings;
 - c. Inspection;
 - d. Testing;
 - e. Quality;
 - f. Workmanship;
 - g. Time and manner of delivery;
 - h. References;
 - i. Financial stability;
 - j. Cost;
 - k. Suitability for a particular purpose;
 - l. Whether the bidder has its principal place of business in Weber County;
 - m. Other objective criteria specified in the invitation for bids.
2. Criteria not described in a publicly advertised invitation for bids may not be used to evaluate the bid.

C. Purchases and Contracts Not Requiring Bids

All purchases for property, services and supplies shall be awarded after soliciting bids or quotations as provided in A 4 and 5, except that certain purchases and contracts may be negotiated by the purchasing agent or such other person as may be authorized without bids, quotations or advertising, when by their nature purchases or contracts are not appropriate to award by competitive bidding due to the reasons listed below.

1. The services of professional individuals where the ability or fitness of the individual is important and the selection is made through a formal or informal request for proposal (RFP) process.
2. The publication of notices, resolutions, and other advertisements required by law.
3. Purchases where the aggregate amount of all items does not exceed \$10,000.00. Nothing in this paragraph shall prohibit the purchasing agent from obtaining quotations or bids on these purchases at his/her discretion.
4. Utility services such as water, electric power, natural gas, and telephone except when alternative suppliers or services are available.
5. The purchase of magazines, books, trade journals, reference materials, clinical record supplies, and similar materials of an educational, informational or instructional nature.
6. Payments which are ordered by a court.
7. Medicines or medical supplies which are not generic in nature and which would not be available from other sources through competitive bid or negotiation.

8. When the public exigency will not tolerate the delay incident to advertising for or solicitation of bids. Purchases under this paragraph shall be based on a compelling and urgent need such as if Weber Human Services would be seriously injured financially or otherwise if the property or services were not furnished by a certain time, and when they could not be procured in that time by means of advertising bidding and/or solicitation of quotations as provided in A.
9. Emergency purchases as defined in D.
10. Purchases which are made from vendors who are under a State of Utah procurement contract which has been established after competitive bidding pursuant to the Utah Procurement Code.
11. For goods and services made available by any federal, state or local unit of government, or association of governments, when those goods or services were acquired in compliance with the provisions of this policy or the State of Utah Procurement Code.
12. When a product or service can only be procured from one source manufacturer or distributor and no reasonable alternative exists.
13. Purchases otherwise authorized by or prescribed by Weber Human Services policy, or State or Federal law.
14. For property or services which the purchasing agent determines after advertising for competitive bids, that bid prices are not reasonable (either for all or some of the requirement), or have not been independently arrived at in open competition.

No negotiated purchase or contract may be entered into under this paragraph after the rejection of all of the bids received unless (a) notification of the intention to negotiate and reasonable opportunity to negotiate has been given by the purchasing agent to each responsible bidder whose bid conformed to the invitation for bids; (b) the negotiated price is the lowest negotiated price offered by any reasonable supplier; and (c) the purchasing agent may, at his/her discretion, elect to re-advertise for bids.

15. Purchases of certain data processing equipment when Weber Human Services' interest requires it be compatible with the existing system, and such purchases are negotiated after consideration of any alternatives.
16. Institutional food purchases. However, competitive price comparisons shall occur at least annually to determine vendors selected.
17. Purchases made according to the WHS Travel Policy.
18. Purchases made in behalf of the WHS Foundation that are approved by the Foundation Board or payments made to the Foundation for donations accepted by WHS on behalf of the Foundation.
19. The acquisition or rental of real property or an interest in real property.
20. The hiring of consultants or expert witnesses to aid in the defense of criminal or civil legal matters.
21. WHS paid employee benefits as approved by the Board through the budgeting process.

D. Emergency Purchases

Notwithstanding any other provisions of this policy, the purchasing agent, his/her designee, or other authorized Human Services' employee, may make emergency purchases when a threat to public health, welfare, or safety exists, provided that such emergency purchases are made with whatever competition is practical under the circumstances.

1. Emergency purchases shall be limited to those supplies, services, or construction necessary to meet the emergency. Whenever practical, prior approval shall be obtained from the purchasing agent.
2. The Director of the program for which the emergency purchases are made shall, as soon as practical, file a written report with the purchasing agent.
3. The purchasing agent shall review the report submitted; declare the condition an emergency; and shall approve the report and authorize the payment.

E. Advertising for Bids

1. Whenever advertising for bids or request for proposals is required by these procedures, each advertisement shall be published using a publicly available medium and include the following:
 - a) A description of the material, supplies, services, property, or construction in sufficient detail that prospective bidders will know their obligations. The description may be made either in the advertisement itself, or by reference to plans and specifications on file with the purchasing agent at the time of the announcement.
 - b) The date, time and place for opening the bids and the period of time during which bids will be accepted.
 - c) The objective criteria that will be used to evaluate the bid.
 - d) Notification if a good faith deposit or performance bond is required.
 - e) Any other information to which the bidder must respond in order to present a reasonable bid.
2. The purchasing agent, at his/her discretion, may place additional advertisements in any other newspaper or trade journal, or website.
3. The purchasing agent shall ensure that the bid is published for at least seven days before the day of the deadline for submission of a bid.
4. Weber Human Services may reject any and all bids, or part thereof.
5. The purchasing agent may extend the time for opening bids if in his/her opinion it is in the public interest to do so. Notice of the extension shall be given to all prospective bidders in such manner as is most practical under the circumstances. Such extension shall not exceed ten working days. No extension may be granted for the purpose of qualifying a bid which was delivered after the time advertised for the original bid opening.
6. No bids shall be received or accepted at any time subsequent to the time indicated in the announcement. Any bids delivered by mail, or any other means, after the appointed time shall be returned unopened to the sender.

F. Bonds May Be Required

The purchasing agent may require bidders to supply deposits or bonds with sufficient sureties not only to insure performance of the contract or purchase order in the time and manner prescribed, but also to save, indemnify, and hold Weber Human Services harmless against losses, damages, claims, liabilities, judgments, costs, and expenses which may accrue in consequence of the contract or purchase order.

G. Contracts

1. A contract is required:
 - a) Whenever property is acquired by means of lease, rental, or installment purchase;
 - b) Whenever personal or professional services required by Weber Human Services are to be performed over a period of time by someone other than an employee. (A one-time service will be purchased by an invoice or a purchase order depending upon cost).
 - c) Whenever real estate or any interest therein is to be acquired, except when such real estate is donated to Weber Human Services;
 - d) Whenever the purchasing agent shall so specify; and
 - e) Whenever the vendor requires that a contract other than a purchase order be signed by Weber Human Services.
2. All contracts must be reviewed and approved by appropriate WHS leadership via the WHS Contract/Grant Routing and Approval Form prior to the contract being submitted to the Board for approval.
3. All contracts require approval of the Board.

H. Inspection of Merchandise

1. It shall be the responsibility of the requisition agent, to immediately inspect all material, supplies, equipment, and property of any nature immediately upon delivery from the vendor, and prior to signing the delivery receipt. Damaged property or items not specific to the order shall not be accepted, and this shall be noted in writing upon the delivery receipt.
2. Upon receipt and inspection of all items comprising an order, the requisition agent shall certify that all items have been received by signing the appropriate copy of the delivery receipt and forwarding it to the Fiscal Office. Items received through an approved purchase order or contract should be inspected by the requisition agent responsible for placing the order.
3. Items purchased by employees for use by WHS shall be inspected by the requisition agent upon receipt. They must then sign the receipt verifying delivery and forward it to the Fiscal Office with the appropriate payment authorization.

I. Record of Fixed Assets

Whenever Weber Human Services pays an invoice, purchase order, or payment under a contract where the payment is for acquisition of a fixed asset as defined in generally accepted accounting principles, and acquisition costs of the asset exceeds \$10,000.00, the Fiscal Office shall enter the acquisition in the inventory records of Weber Human Services.

Capital purchases acquired with Federal Grants must be tracked by the purchasing department and the fiscal office and the awarding agency shall be contracted before disposal of such assets.

J. Record of Trackable Assets

Trackable assets are WHS property that does not meet the capitalization threshold but is still at risk of misappropriation. Trackable assets include: laptops, computer accessories, etc. These assets should be tagged and inventoried annually.

K. Disposal of Surplus Property

The power to dispose of surplus, obsolete, or unusable property held by Weber Human Services is vested in the purchasing agent who shall identify such property as surplus, obsolete or unusable, and authorize its disposition in a manner that he/she deems to be in the public interest.

L. Personal Liability of Officers and Employees

1. No employee of Weber Human Services shall make any expenditure or encumbrance in excess of the total appropriation of any program. Any such obligation that is contracted by any employee is the personal obligation of that employee and is unenforceable against Weber Human Services.
2. All purchases or encumbrances on behalf of Weber Human Services shall be made or incurred only within the provisions of this policy and by these procedures. The liability for any other purchases or encumbrances shall become the personal liability of the employee who contracted for the purchase or caused the encumbrance.

M. Purchases Requiring Purchase Orders

1. An approved purchase order obligates Weber Human Services to make payment for goods and services which are acquired or ordered prior to actual payment. Weber Human Services' obligation to pay for goods and services obtained through an approved purchase order is limited to the conditions and specifications on the purchase order, and on the "request for bid" document if one is required.
2. A purchase order is required for the following:
 - a) Single item purchases which exceed \$10,000.00 including shipping and handling.
 - b) Aggregate item purchases which exceed \$10,000 including shipping and handling.
 - c) Whenever a vendor requires a purchase order prior to the ordering of shipping of goods or services.
3. The following types of purchases are exempt from the purchase order requirement:
 - a) Food purchased from institutional vendors. An institutional vendor is defined as one which offers:
 - i) Delivery of purchases directly to the facility.
 - ii) Food items packaged in institutional-size containers accompanied by an itemized invoice of items purchased and delivered.
 - b) Services provided by a public utility.

- c) Employee/employer tax obligations.
- d) Goods and services purchased through a previously approved contract.

N. Small Purchases

1. The purchasing agent, procurement officers, and designated requisition agents are authorized to procure goods and services without approved purchase orders under the following conditions:
 - a) If the purchase is from an approved vendor determined by the purchasing agent;
 - b) If the purchase is accompanied by an invoice supplied by the vendor and signed by an authorized Weber Human Services employee;
 - c) Single purchases which do not exceed \$10,000.00 including shipping and handling;
 - d) Aggregate purchases which do not exceed \$10,000.00 including shipping and handling.
2. Notwithstanding these provisions, the purchase of office supplies, data processing supplies, printing and copying expenses, and janitorial supplies must be in accordance with procedures established by the purchasing agent. The procurement of goods and services shall not be artificially divided so as to constitute a small purchase under this provision.

O. Purchase Order Processing

1. For all purchases requiring a purchase order, the requisition agent shall obtain an official purchase order from the procurement officer.
2. The purchasing agent or his/her designee shall keep a record of all purchase orders issued and the disposition thereof.
3. The requisition agent shall complete the purchase order for goods and services defined in Section L as small purchases.
 - a) A purchase order shall be considered completed when it has met all the criteria established by procedures; and has all signatures necessary for approval.
4. The purchase order shall be submitted to the relevant procurement officer who shall certify by signature that sufficient funds exist within the approved budget to cover the proposed purchase. The purchase order shall then be forwarded to the purchasing agent or his/her designee for final processing, including assignment of a purchase order number.

This process shall include:

- a) Obtaining approval from the Weber Human Services Board if the expenditure is for more than \$10,000.00.
 - b) Signing the purchase order certifying that the form is complete including competitive bids as required; and
 - c) Placing the order with the vendor.
5. The completed purchase order shall be distributed as follows:

- a) One copy to vendor;
- b) One copy to accounts payable clerk;
- c) One copy saved to SharePoint repository.

P. Payment of Obligations Created by Purchase Orders or Contracts

Obligations and liabilities created by purchase orders or contracts issued under the authority of this policy shall be paid in accordance with the "Uniform Fiscal Procedures Act for Special Districts", 17B-1-6 of the Utah Code.

Q. Appeals

1. Any actual or prospective bidder, or contractor who is aggrieved in connection with the solicitation or award of a contract may appeal to the Executive Director. A protest with respect to an invitation for bids or requests for proposals, should be submitted in writing before the opening of bids, or the closing date for proposals, unless the aggrieved party did not know and should not have known of the facts giving rise to the protest before the bid opening or closing date for proposals. In any event, the protest shall be submitted in writing within five (5) working days after the aggrieved person knows or should know of the facts giving rise to the grievance or appeal. The Executive Director shall have authority, before the commencement of an action in court concerning the controversy to settle and resolve the protest or dispute.

The Executive Director shall issue a decision in writing or take other appropriate action for each appeal submitted. A copy of any decision shall be provided to all parties having a direct interest in the award of a contract.

AGREEMENT

Between

Weber Human Services and Ogden-Weber Community Action Partnership

This contract sets forth the terms of understanding between **Weber Human Services (WHS)**, a governmental entity, and **Ogden-Weber Community Action Partnership (OWCAP)**, a Utah non-profit organization. The intent of this strategic collaboration is to ensure progress toward meeting the targeted goals of the Roy Communities that Cares Coalition (Roy CTC), in accordance with the Utah Office of Substance Abuse and Mental Health (OSUMH) Directives assigned to Weber Human Services, and as outlined in the Description of Service section below. Funds and services will be dispersed from WHS to OWCAP as outlined in the Description of Service section to support and sustain the coalition and its efforts, including programming, strategies, and policies in the Roy High Cone. The Roy High Cone includes communities feeding into Roy High School, primarily the cities of Roy and West Haven.

Mission of Weber Human Services

It is the mission of Weber Human Services to provide high quality, accessible, cost-effective human services to the residents of Weber and Morgan Counties.

Mission of Roy CTC Coalition

“To achieve community level change by creating a healthy community that supports youth substance misuse prevention efforts by addressing risk factors and promoting protective factors specific to Roy Cone Youth.”

Mission of Ogden Weber Community Action Project (OWCAP)

“To elevate individuals, families, and communities of Weber County by improving self-sufficiency through services and collaboration.”

Section One Contract Period

This agreement begins November 1, 2025 and is in effect until terminated by mutual agreement. All parties must allow at least 60 days notice before termination of this agreement.

Section Two Purpose

1. This agreement is intended to outline the roles and responsibilities between **WHS and OWCAP**. The partnership is intended to increase the capacity for evidence-based substance use prevention services, programs, and strategies in the Roy CTC service area.

2.. This agreement will define relationships and outline details of areas for cooperation between **WHS and OWCAP**. It is the intent that this collaborative effort ensures that specified activities will best meet the needs of children and families, as feasible, based on eligibility guidelines and available funding.

Section Three Scope of Work

OWCAP and the Roy CTC will:

- Maintain fidelity to the CTC model by prioritizing the Milestones & Benchmarks.
- Meet monthly with the WHS prevention coordinator and/or CTC Coach to ensure CTC is implemented with fidelity. Milestones and Benchmarks will be updated on a quarterly basis, and shared with CTC Coach
- Facilitate regular coalition meetings (at least once per month) to ensure that the coalition progresses through the phases of the CTC process and is able to implement strategies according to its action plan.
- Ensure Coalition Coordinator(s) attends all necessary training and conferences as applicable and required by WHS or other grant requirements (Bryce Coalition Summit, CADCA, NPN, Fall Conference, etc.) and seeks ways to provide opportunities for coalition members to access this training as well.
- The CTC Coordinators shall be certified in the Utah Skills Application and Prevention Science Training and CTC Facilitators training within one year of the coordinator's start date; and will recertify as necessary.
- Submit monthly data into the DUGS system within 45 days of the provided service.
- Submit the coalition's annual action/strategic plan to WHS by March 1st of each year for the upcoming fiscal year (FY runs July through June).
- Partner in recruiting, promoting, and managing logistics for evidence-based trainings and programs.
- Submit documents to stay in compliance with state funding requirements
 - Annual progress reports, due September 10 (subject to change by the state) of each year to WHS that shall include progress reports on the phases of CTC implementation and the progress of the coalition for the annual site visit
 - Discretionary funding reports
 - Items to be determined by funding requirements
- Participate in reviewing the expenditure reports for all coalition funding sources.
- Seek to obtain funding from a variety of sources, including writing for grants, to ensure revenue to support the coalition annual budget and sustain the coalition's work.

- Prepare and submit all grant progress reports.
- Create, approve, and partner in the management of grant budgets in compliance with grant requirements.
- Provide copies of all required documents to WHS as requested.
- Be responsible for liabilities arising out of its program and coalition work and its interaction with program participants and volunteers.
- Permit WHS and OSUMH to access records and financial statements to fulfill monitoring requirements; and
- Employ a staff person as the CTC Coordinator, and a part-time staff person as the CTC Co-Coordinator to implement the CTC process, as funding permits.
- Provide fiscal oversight and help the CTC Coordinator to manage and develop expense reports on all funding designated or granted to the coalition.
- Support the Coordinator and Co-Coordinator in Professional Development opportunities.
- Provide the coalition staff with office space.
- Compile financial reports on a mutually agreed upon schedule and provide them to WHS and the coalition.
- Provide accounting services to prepare and distribute payroll, pay invoices, prepare and submit the appropriate forms for employment, wages and payroll taxes.
- Provide oversight to the Coalition Coordinator in setting goals and objectives for employees and monitoring them through performance evaluations.
- Maintain all records pertaining to costs and expenses to reflect costs of labor, materials, equipment, supplies, services, and other costs and expenses when reimbursement is claimed or payment is made and share information with the coalition in quarterly reports or upon a mutually agreed upon schedule.
- Obtain Workman's Compensation Insurance and liability coverage for the CTC Coordinators.

Weber Human Services will:

- Provide funding to the Roy CTC for coalition expenses as follows:
 - Annually \$5,000 to the coalition as long as funding is available, for reporting, coordinating services (classes), and attending all required training.
 - Up to \$10,000 of additional may be paid for coalition member training, Social Development Strategy projects as approved by WHS and CTC board, and support training of coalition workgroup chairs.
- Pay appropriate invoices received from OWCAP within 60 days of receipt.
- Minimize costs incurred for evidence-based training/conferences in coalition models, curriculum and other policies, programs and/or strategies provided by WHS and/or OSUMH.
- Provide Coalition Coaching to coordinators once per month (or as needed) with the Coalition Coach and other prevention staff as needed.

- Ensure CTC training and technical assistance to the CTC coordinator begins within 60 days of coordinator hire date and proceeding as outlined in the CTC planning model found at www.communitiesthatcare.net.
- Provide monitoring for the CTC Coordinator's performance to ensure fidelity to the CTC program guidelines.
- Work with CTC Coordinator to support them in meeting grant and other requirements and help ensure reporting is completed in a timely manner and in accordance with funder requirements.
- Provide a WHS representative on the Key Leader Board and the Community Board.
- All communication for coalition efforts or training that comes through WHS shall be passed along to the coalition coordinator(s) in a timely manner. Including but not limited to:
 - Utah Prevention Coalition Association communication
 - Utah Prevention Network communication
 - Applicable communication from OSUMH/OHPP
 - Utah Prevention Advisory Council communication
 - Grant opportunities

Section Four

Audit and Inspection

- A. Inspection Books: OWCAP will make available for inspection by WHS all books of account and other records pertaining to services furnished under this Agreement at reasonable times upon request of WHS, but not less than annually.
- B. Audit. In accordance with State regulations and OMB Circular A-128, OWCAP shall arrange for an independent audit of its agency which will break out all expenditures by program area. The OWCAP shall provide a copy of the audit to WHS within 180 days of the close of the OWCAP's fiscal year.

Terms of Agreement:

This agreement begins November 1, 2025 and is in effect until terminated by mutual agreement. All parties must allow at least 60 days notice before termination of this agreement. All parties mutually agree to abide by all applicable federal and state anti-discrimination statutes, regulations, policies, and procedures. This agreement shall be subject to all applicable provisions of state and federal law and regulations related to the delivery and funding of grant activities.

Print Name: _____ Signature: _____ Date: _____

Organization: **Weber Human Services** Title: _____

Print Name: _____ Signature: _____ Date: _____

Organization: **Ogden Weber Community Action Partnership** Title: __Executive Director_____

AGREEMENT

Between

Weber Human Services and United Way of Northern Utah

This contract sets forth the terms of understanding between **Weber Human Services (WHS)**, a governmental entity, and **United Way of Northern Utah (UWNU)**, a Utah non-profit organization. The intent of this strategic collaboration is to ensure progress toward meeting the targeted goals of the Weber Communities that Cares Coalition (Weber CTC), in accordance with the Utah Office of Substance Abuse and Mental Health (OSUMH) Directives assigned to Weber Human Services, and as outlined in the Description of Service section below. Funds and services will be dispersed from WHS to UWNU as outlined in the Description of Service section to support and sustain the coalition and its efforts, including programming, strategies, and policies in the Weber High Cone. The Weber High Cone includes communities feeding into Weber High School, primarily the cities of Pleasant View, North Ogden, Harrisville, and Ogden Valley.

Mission of Weber Human Services

It is the mission of Weber Human Services to provide high quality, accessible, cost-effective human services to the residents of Weber and Morgan Counties.

Mission of Weber CTC Coalition

Mission of United Way of Northern Utah (UWNU)

Section One Contract Period

This agreement begins January 1, 2026 and is in effect until terminated by mutual agreement. All parties must allow at least 60 days notice before termination of this agreement.

Section Two Purpose

1. This agreement is intended to outline the roles and responsibilities between **WHS and UWNU**. The partnership is intended to increase the capacity for evidence-based substance use prevention services, programs, and strategies in the Weber CTC service area.
- 2.. This agreement will define relationships and outline details of areas for cooperation between **WHS and UWNU**. It is the intent that this collaborative effort ensures that specified activities

will best meet the needs of children and families, as feasible, based on eligibility guidelines and available funding.

Section Three Scope of Work

UWNU and the Weber CTC will:

- Maintain fidelity to the CTC model by prioritizing the Milestones & Benchmarks.
- Meet monthly with the WHS prevention coordinator and/or CTC Coach to ensure CTC is implemented with fidelity. Milestones and Benchmarks will be updated on a quarterly basis, and shared with CTC Coach
- Facilitate regular coalition meetings (at least once per month) to ensure that the coalition progresses through the phases of the CTC process and is able to implement strategies according to its action plan.
- Ensure Coalition Coordinator(s) attends all necessary training and conferences as applicable and required by WHS or other grant requirements (Bryce Coalition Summit, CADCA, NPN, Fall Conference, etc.) and seeks ways to provide opportunities for coalition members to access this training as well.
- The CTC Coordinators shall be certified in the Utah Skills Application and Prevention Science Training and CTC Facilitators training within one year of the coordinator's start date; and will recertify as necessary.
- Submit monthly data into the DUGS system within 45 days of the provided service.
- Submit the coalition's annual action/strategic plan to WHS by March 1st of each year for the upcoming fiscal year (FY runs July through June).
- Partner in recruiting, promoting, and managing logistics for evidence-based trainings and programs.
- Submit documents to stay in compliance with state funding requirements
 - Annual progress reports, due September 10 (subject to change by the state) of each year to WHS that shall include progress reports on the phases of CTC implementation and the progress of the coalition for the annual site visit
 - Discretionary funding reports
 - Items to be determined by funding requirements
- Participate in reviewing the expenditure reports for all coalition funding sources.
- Seek to obtain funding from a variety of sources, including writing for grants, to ensure revenue to support the coalition annual budget and sustain the coalition's work.
- Prepare and submit all grant progress reports.
- Create, approve, and partner in the management of grant budgets in compliance with grant requirements.
- Provide copies of all required documents to WHS as requested.
- Be responsible for liabilities arising out of its program and coalition work and its interaction with program participants and volunteers.

- Permit WHS and OSUMH to access records and financial statements to fulfill monitoring requirements; and
- Employ a staff person as the CTC Coordinator, and a part-time staff person as the CTC Co-Coordinator to implement the CTC process, as funding permits.
- Provide fiscal oversight and help the CTC Coordinator to manage and develop expense reports on all funding designated or granted to the coalition.
- Support the Coordinator and Co-Coordinator in Professional Development opportunities.
- Provide the coalition staff with office space.
- Compile financial reports on a mutually agreed upon schedule and provide them to WHS and the coalition.
- Provide accounting services to prepare and distribute payroll, pay invoices, prepare and submit the appropriate forms for employment, wages and payroll taxes.
- Provide oversight to the Coalition Coordinator in setting goals and objectives for employees and monitoring them through performance evaluations.
- Maintain all records pertaining to costs and expenses to reflect costs of labor, materials, equipment, supplies, services, and other costs and expenses when reimbursement is claimed or payment is made and share information with the coalition in quarterly reports or upon a mutually agreed upon schedule.
- Obtain Workman's Compensation Insurance and liability coverage for the CTC Coordinators.

Weber Human Services will:

- Provide funding to the Weber CTC for coalition expenses as follows:
 - Annually \$5,000 to the coalition as long as funding is available, for reporting, coordinating services (classes), and attending all required training.
 - Up to \$100,000 of additional may be paid for strategies from coalition and funder approved action plans, coalition member training, Social Development Strategy projects as approved by WHS and CTC board, and support training of coalition workgroup chairs.
- Pay appropriate invoices received from UWNU within 60 days of receipt.
- Minimize costs incurred for evidence-based training/conferences in coalition models, curriculum and other policies, programs and/or strategies provided by WHS and/or OSUMH.
- Provide Coalition Coaching to coordinators once per month (or as needed) with the Coalition Coach and other prevention staff as needed.
- Ensure CTC training and technical assistance to the CTC coordinator begins within 60 days of coordinator hire date and proceeding as outlined in the CTC planning model found at www.communitiesthatcare.net.
- Provide monitoring for the CTC Coordinator's performance to ensure fidelity to the CTC program guidelines.

- Work with CTC Coordinator to support them in meeting grant and other requirements and help ensure reporting is completed in a timely manner and in accordance with funder requirements.
- Provide a WHS representative on the Key Leader Board and the Community Board.
- All communication for coalition efforts or training that comes through WHS shall be passed along to the coalition coordinator(s) in a timely manner. Including but not limited to:
 - Utah Prevention Coalition Association communication
 - Utah Prevention Network communication
 - Applicable communication from OSUMH/OHPP
 - Utah Prevention Advisory Council communication
 - Grant opportunities

Section Four Audit and Inspection

- A. Inspection Books: UWNU will make available for inspection by WHS all books of account and other records pertaining to services furnished under this Agreement at reasonable times upon request of WHS, but not less than annually.
- B. Audit. In accordance with State regulations and OMB Circular A-128, OWCAP shall arrange for an independent audit of its agency which will break out all expenditures by program area. The UWNU shall provide a copy of the audit to WHS within 180 days of the close of the UWNU's fiscal year.

Terms of Agreement:

This agreement begins January 1, 2026 and is in effect until terminated by mutual agreement. All parties must allow at least 60 days notice before termination of this agreement. All parties mutually agree to abide by all applicable federal and state anti-discrimination statutes, regulations, policies, and procedures. This agreement shall be subject to all applicable provisions of state and federal law and regulations related to the delivery and funding of grant activities.

Print Name: _____ Signature: _____ Date: _____

Organization: **Weber Human Services**

Title: _____

Print Name: _____ Signature: _____ Date: _____

Organization: **United Way of Northern Utah** Title: __Executive Director_____

AGREEMENT BETWEEN WEBER HUMAN SERVICES AND

Assisting Hands - Logan
**FOR THE PROVISION OF
HOME AND COMMUNITY BASED SERVICES**

This Agreement made by and between Weber Human Services, an Interlocal Entity and political subdivision of the State of Utah, hereinafter referred to as "WHS" and Assisting Hands - Logan, hereinafter referred to as "Provider."

RECITALS

WHEREAS, the parties hereto desire to affiliate in providing home and community based services to the adults (age 18 or over) of Weber and Morgan Counties; and

WHEREAS, the parties hereto have determined that the provisions of this agreement are mutually beneficial to both;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, WHS and Provider hereby agree and undertake as follows:

**SECTION ONE
CONTRACT PERIOD**

The terms of this Agreement will be for a period of 30 months commencing on the 1st day of January, 2026, and terminating on the 30th day of June, 2028 unless terminated sooner by either party, which termination may be without cause by giving 30 days written notice to other party.

**SECTION TWO
AUTHORIZED SERVICES**

- A. Services provided directly to clients as part of this contract will be limited to those described in the approved Home and Community Based Services Schedule of Services and Rates (Attachment A) and authorized in advance by WHS case managers using the Home and Community Based Services Service Order (Attachments A and B hereby incorporated into this Agreement and made a part hereof).
- B. Provider will notify WHS case manager within 24 hours of any changes in clients' medical, psycho-social, or service needs observed or reported by the direct service worker or client.
- C. Provider will participate in case consultations at least quarterly with WHS workers to review each client's status and the appropriateness of services being provided and planned.

- D. Home and Community Based Services Service Orders from WHS case managers to Providers may be arranged, modified or canceled in writing at least one week prior to a scheduled service at the discretion of either party in the best interest of the client or if the Provider is unable to provide the service.

SECTION THREE PAYMENT FOR SERVICES

- A. WHS will pay Provider for authorized services as approved and described in this Section.
- B. Provider will request payment for authorized services in accordance with this contract by submitting itemized requests for payment within 10 calendar days after the end of each month following the provision of services.
- C. Provider's request for payment is subject to review and adjustment before and after payment is made if WHS and provider agree that the requested payment is in error.
- D. Provider is responsible for verifying the hours of service provided and submitting the proper request for payment for services rendered each month. Requests which are not adequately verified will be returned to provider for correction before payment will be made.
- E. Provider's request for payment shall include the following information:
 - 1. Names of authorized recipients of services and identifying number if applicable;
 - 2. Type of service provided using terminology of the contract;
 - 3. Dates services were provided to clients;
 - 4. Units of service received by clients;
 - 5. Units or hourly rates of reimbursement by unit of service;
 - 6. Total cost of service per client per month;
 - 7. Total cost of all services provided to Program.
- F. Provider will support all claims with Aide notes for each contact which include items E.1 through E.7 above plus the signatures of both the direct service worker and the client receiving the service.
- G. Provider is responsible for notifying WHS regarding other sources of payment for client's services, such as Medicare or Medicaid, and will not request reimbursement from any other source for services requested under this contract. Any payments or donations received by Provider as a result of providing authorized services will be forwarded to WHS, recorded according to the provisions given in section 4 A, and made available for audit purposes to WHS.

SECTION FOUR RECORDS

- A. Provider will maintain such records and accounts, including service orders, aide notes, property, personnel and financial records, as is deemed necessary to WHS and Provider, to assure a proper accounting of all funds paid for the performance of the agreement. Upon written request, records will be made available for audit purposes to WHS and other authorized entities requiring such records. Records will be retained by Provider for at least three (3) years or as required by law or regulation after the expiration of the agreement or longer if required by law or regulation.
- B. It is mutually agreed that all information regarding recipients of services under this contract will be confidential and private in compliance with Government Records Act of the State of Utah as well as the applicable privacy laws and regulations promulgated by the United States. Publication of any information that would identify a particular recipient of service is prohibited.

SECTION FIVE ASSURANCES

- A. Provider will comply with all federal, state, and local laws, rules, regulations and ordinances for services provided under this agreement for the full duration of this agreement including those provisions which are required by the State of Utah which are more fully specified in Attachment A to this Agreement which is incorporated and made part hereof by this reference.
- B. Provider will submit to WHS a copy of applicable certifications and licensing assuring that provider has been certified and licensed and providing services in the State of Utah for a period not less than one year's duration.
- C. Provider will not use funds provided under this agreement to match any county, state, or federal funding program unless WHS is notified and gives written approval in advance.

SECTION SIX INSURANCE

- A. Provider will secure and maintain insurance from an insurance company authorized to write insurance in the State of Utah as will protect itself and its subcontractors from extended coverage losses and from claims for bodily injury, malpractice, death, or property damage which may arise from operations under this contract; a copy of this coverage shall be submitted to WHS for inclusion in the provider's file. Each policy must contain a clause providing that it will not be canceled by the insurance company without thirty (30) days written notice to

WHS of the intention to cancel. Provider will not commence work under this contract until it has obtained all insurance required under this paragraph and will have filed the certificate of insurance or the certified copy of the insurance policy with WHS. The amounts of insurance will not be less than the following:

1. Workmen's Compensation and Employer's Liability Insurance will be secured and maintained as required by the State of Utah.
2. At least \$2,000,000 comprehensive general liability, combined single limit (bodily injury and property damage), including premises, operations, products and completed operations, personal injury, blanket contractual, and employers' ownership automobile liability.
3. Provider will obtain and maintain in force during the term of the contract, a policy of professional liability insurance in the amount of \$500,000.
4. Provider will also purchase and maintain fidelity bonds of \$20,000 per incident for all employees with direct access to responsibility for the receipt and disbursement of funds relating to this contract.

SECTION SEVEN INDEMNIFICATION

Each of the parties to this agreement agrees to hold harmless and indemnify the other party for the wrongful or negligent acts of their respective employees, agents, volunteers and invitees against any and all liabilities, claims, damages, actions, suits, proceedings, costs and expenses including reasonable counsel fees and expenses of investigation, which arise by reason of any accidents, damages, injuries (including injuries resulting in death) either to persons or property or both; provided, however, that in no event will the indemnification obligation of WHS hereunder exceed the amount set forth in the Utah Governmental Immunity Act in effect at the time judgement is entered. Personal injury or property damage will have the same meaning as defined in the Utah Governmental Immunity Act. In no event will this section be construed with respect to third parties as a waiver of any governmental immunity to which WHS is otherwise entitled.

SECTION EIGHT MISCELLANEOUS

- A. **ASSIGNABILITY.** Provider agrees it will not subcontract, assign, or transfer any rights or duties under this Agreement to any other party or agreement to any other party or agency without written consent of WHS. If such consent is obtained, this agreement may be modified to incorporate the assignment by provider.

- B. **AMENDMENT.** This Agreement may be changed, modified or amended from time to time only by an instrument in writing, signed by the parties to this Agreement.
- C. **GOVERNING LAW.** This Agreement shall be governed and construed by the laws of the State of Utah.
- D. **ENTIRE AGREEMENT.** This Agreement will constitute the entire agreement between WHS and Provider and any prior understanding or representation of any kind preceding the date of this Agreement will not be binding upon either party except to the extent incorporated in this Agreement.
- E. **PARAGRAPH HEADINGS.** Titles to paragraphs in this Agreement are solely for the convenience of the parties and should not be used to explain, modify, simplify or aid in the interpretation of the provisions of this Agreement.

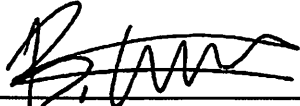
IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed this 07 day December, 2025.

WEBER HUMAN SERVICES

By _____

ATTEST:

PROVIDER

By  _____

ATTEST:

ATTACHMENT A
WEBER HUMAN SERVICES
HOME AND COMMUNITY BASED SERVICES
SCHEDULE OF SERVICES AND RATES

Provider: Assisting Hands Logan
 Address: 434 N. 20 W., Smithfield, UT 84335
 Telephone Number: 435-216-3216
 Contact Person: Bryden Wheeler

	Unit Measures	Rate Per Unit	Counties Covered	Note Regarding Services
Adult Day Care	Full Day	\$224	Weber / Morgan	
Adult Day Care	Half Day	\$112		
Assisted Transportation	one way trip (or per mile)			
Chore Service	Per Hour	\$28		
Companionship Service	Per Hour	\$28		
Emergency Response System	Set-Up Fee	\$		
Emergency Response System	One Month	\$		
Homemaker	Per Hour	\$28		
Nurse Service (RN)	Per Hour	\$		
Personal Care	Per Hour	\$28		
Respite	Hourly	\$28	↓	
Respite	Overnight	\$28/hr		
Other: _____				
Other: _____				

Effective Date

7/1/2025 1/1/2026

B. Wheeler
 Provider Signature

12/2/25
 Date

 Weber Human Services Signature

 Date

**INTERLOCAL COOPERATION AGREEMENT BETWEEN WEBER
HUMAN SERVICES AND MORGAN COUNTY FOR
SERVICES AT THE MORGAN SENIOR CENTER**

This Agreement is made pursuant to the provisions of the Interlocal Cooperation Act, U.C.A. 11-13-1 and by and between Morgan County, a political subdivision of the State of Utah, hereinafter called the "County", and Weber Human Services, a political subdivision of the State of Utah, hereinafter called "WHS". WHS and County are collectively referred to as "the parties."

WITNESSETH

WHEREAS, the Utah Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code Annotated 1953 as amended, permits local governmental units to make the most efficient use of their powers to provide the benefit of economy of scale, and authorizes public agencies of the State of Utah to enter into agreements one with another for the purpose of exercising on a joint and cooperative basis any powers, privileges and authority exercised or capable of being exercised by such public agencies; and

WHEREAS, the County owns the real estate on which there is located the Morgan Senior Center; and

WHEREAS, WHS desires to work with the County to provide services to the senior citizens of Morgan County, which services shall include health, social, nutritional, educational programs, and activities for older individuals.

NOW THEREFORE, the parties agree with one another as follows:

**ARTICLE ONE
TERM**

This Agreement shall be for a period of thirty-six (36) months commencing **1 July 2025, and ending 30 June 2028**, if approved by appropriate resolution of each party. This Agreement may be terminated at any time by either party upon six (6) months' prior written notice to the other party.

**ARTICLE TWO
PURPOSE**

The purpose of this Agreement is for providing adequate facilities and services to meet the needs of the senior citizens in the Morgan County.

ARTICLE THREE SERVICES

A. **PROVIDED BY WHS** - WHS through its Aging Programs will provide services to the senior citizens of Morgan County pursuant to the Older Americans Act, as follows:

1. **Staffing:** WHS agrees to provide services and programs for the benefit of Morgan and Weber County senior citizens at the Morgan Senior Center at least 3 days a week, which shall include but are not limited to social, recreational, health, and educational activities, targeting adults 60 and older, and especially those elderly who are in the greatest social and economic need, with particular attention to lower-income older adults, older adult members of minority communities, older adults living in rural areas, and older adults with limited English proficiency. WHS will provide staffing, promotion, and activities at the Morgan Senior Center to facilitate these services and programs, including managing all personnel costs associated with staffing such as salary, benefits (if applicable), and workers' compensation.
2. **Nutritional Services:** WHS shall provide one hot meal in a congregate meal setting at the Morgan Senior Center for at least three (3) days a week excluding state and national holidays. This meal will contain at least one-third of the recommended daily allowances required by the National Nutrition Board subject to funding limitations.
3. **Access and Support Services:** WHS shall provide information and assistance, outreach, advocacy, referrals to legal consultation, and access to Area Agency on Aging services pursuant to the requirements of the Older Americans Act.
4. **Consultation/Coaching:** WHS shall provide consultation services to support the County to comply with the provision of senior services as described in this Agreement.
5. **RSVP:** As available, WHS RSVP (Retired Senior Volunteers Program) shall support the County to find senior volunteers to enrich their senior services at the center.
6. **Senior Newsletter, Reports:** WHS shall provide monthly newsletters to promote the activities of all partnering senior centers in Weber and Morgan Counties. WHS shall also provide quarterly reports to Morgan County as requested.

B. **SERVICES PROVIDED BY COUNTY** – Morgan County agrees to the following:

1. **Facilities:** Shared use of the building for the Morgan Senior Center activities.
2. **Utilities and Maintenance:** Payment of all utility costs, appliances, office furnishings, and maintenance expenses associated with the Morgan Senior Center.
3. **Insurance:** Coverage of all insurance costs necessary for the operation of the Morgan Senior Center.

ARTICLE FOUR ALLOCATION OF DONATED REVENUES

WHS shall receive all donated revenues related to programs conducted pursuant to the Older Americans Act including, but not limited to meal programs.

ARTICLE FIVE INSURANCE

The County, at its own cost and expense, will insure the building including fixtures against fire with such additional coverage as the County may elect to procure. WHS shall secure and maintain liability insurance at a minimum of \$3,000,000 per occurrence, which covers the County against claims that may arise from programs and services offered by WHS and individuals who come to the senior center for the WHS programs and services.

ARTICLE SIX TAXES

The County shall pay any real estate tax assessments on the Center.

ARTICLE SEVEN ADA COMPLIANCE

The County agrees to ensure that the Center complies with the provisions of the Americans with Disabilities Act and regulations promulgated thereunder.

ARTICLE EIGHT INDEMNIFICATION

Each of the parties to this Agreement agrees to hold harmless and indemnify the other party for the wrongful or negligent acts of their respective employees, agents, volunteers and invitees against any and all liabilities, claims, damages, actions, suits, proceedings, costs and expenses including reasonable counsel fees and expenses of investigation, which arise by reason of any accidents, damages, injuries (including injuries resulting in death) either to persons or property or both; provided, however, that in no event shall the indemnification obligation of either party hereunder exceed the amount set forth in Section 63G-7-604 of the Utah Governmental

Immunity Act or similar provision in effect at the time judgment is entered. Personal injury or property damage shall have the same meaning as defined in the Utah Governmental Immunity Act. In no event shall this section be construed with respect to third parties as a waiver of any governmental immunity to which the parties are otherwise entitled.

ARTICLE NINE ADMINISTRATION

The County and WHS do not intend and do not create any separate legal entity to provide for the administration of this Agreement. This Agreement shall be administered by the governing bodies of each party and each party shall appoint one person as an administrative contact to facilitate the performance of this Agreement. The County Administrative Manager shall serve as the administrator of this Agreement on behalf of the County. The Director of WHS or his/her designee shall serve as administrator of this Agreement on behalf of WHS.

ARTICLE TEN AMENDMENT

The Interlocal Agreement may be changed, modified or amended by written agreement of the County and WHS, upon adoption of an appropriate resolution by each party.

ARTICLE ELEVEN GOVERNING LAW

This Agreement shall be governed and construed by the laws of the State of Utah.

ARTICLE TWELVE ENTIRE AGREEMENT

This Agreement shall constitute the entire agreement between the County and WHS and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either party.

ARTICLE THIRTEEN PARAGRAPH HEADINGS

Titles to paragraphs in this Agreement are solely for the convenience of the parties and should not be used to explain, modify, simplify or aid in the interpretation of the provisions of this Agreement.

Dated this 6th day of May, 2025

Morgan County

Weber Human Services

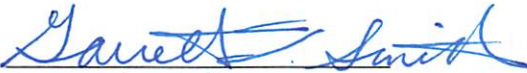
BY



BY

Chair, WHS Board of Directors

ATTEST:



Approved as to form
Morgan County Attorney

Approved as to form
WHS Legal Counsel

ATTEST:



County Clerk

Secretary

ATTACHMENT(S): Morgan County Senior Center Facility Rental Agreement

Morgan County Senior Center Facility Rental Agreement

County Ownership and Priority Use:

The Morgan Senior Center is a County-owned facility. Morgan County reserves the right to use the facility and all County-owned property within it at any time, with priority over other scheduled events. The County will make reasonable efforts to provide advance notice and assist in rescheduling. All other persons or groups must complete this agreement, provide the requisite deposit, pay the hourly fee, and abide by all other terms of this agreement.

Rental Date: _____

Time to Open Center: _____

Time to Close Center: _____

Responsible Group or Individual (Lessee): _____

Telephone Number: _____ **Email:** _____

Address: _____

Description of Event or Intended Use: _____

Anticipated Number of Guests: _____

Anticipated Permits or Licenses Required:: _____

Deposit Received by County Treasurer

• **Date Received:** _____

• **Amount:** \$300.00 (Due at least two (2) days prior to rental. Conditionally refundable per terms below.)

Rental Fee Received by County Treasurer

• Date Received: _____

• Amount: \$ _____ @ \$20.00/hour (Includes setup and cleanup time)

Conditions for Use:

1. Supervision: Lessee shall be present during the entire event and is responsible for supervising attendees and activities.

2. Children: Children must be supervised at all times.

3. Access to Facility: No keys will be provided. Lessee must coordinate with the Center Director or designee for facility access.

4. Facility Reset and Cleanup: The facility must be returned to its original layout and condition. Cleanup requirements are listed in the Cleanup Checklist.

5. Supplies: Lessee shall bring all required supplies (e.g., dish soap, towels, napkins, tablecloths, cleaning supplies, garbage bags). Use of the center's supplies is prohibited.

6. Prohibited Activities: Smoking, vaping, alcohol, illegal drugs, open flames, and fireworks are strictly prohibited and will be cause for immediate removal from the facility.

7. No Commercial Activities: No commercial sales, for-profit business activity, or promotional ventures may be conducted at the Senior Center.

8. Alteration of Facilities: Lessee may not alter any part of the Senior Center, including moving fixed furniture or equipment, without prior written approval from the Center Director or County Administrative Manager if it is a County sponsored event.

9. Cancellation Policy: Cancellations must be submitted at least 24 hours in advance to qualify for a deposit refund.

10. Damage and Restoration Fees: Lessee is liable for any damage to the facility and County property therein. County cleanup or reset time is billed at \$50/hour (in 30-minute increments). Any cleaning costs or damages exceeding the deposit will be billed to the Lessee. Payment is due within 10 days.

11. Deposit Refund: Remaining deposit funds will be refunded by the County Treasurer upon confirmation by the Center Director or designee that all terms were met.

12. Insurance Requirements

Morgan County may require general liability insurance for events based on size or risk.

If required:

- Minimum coverage: \$1,000,000 per occurrence
- Morgan County, its officers, employees, and agents must be listed as additional insureds
- Coverage must be primary and non-contributory
- Certificate must be submitted at least five (5) business days before the event
- Higher limits may be required for public or high-risk events

Failure to provide proof of required insurance at least two days prior to the event will result in cancellation and forfeiture of fees.

13. Indemnity and Waiver of Liability

Lessee acknowledges and accepts that the facility is rented at their own risk and in “as-is” condition.

Morgan County makes no warranty or representation regarding the condition or fitness of the premises for any particular purpose. The County shall not be liable for injury or damage to any person or property occurring during the rental or use of the facility, including adjacent areas.

Lessee agrees to indemnify, defend, and hold harmless Morgan County, its officials, employees, and agents from all liability, loss, damage, or claims arising from their use of the premises.

14. Check-In / Check-Out Procedure

- Check-in: The Center Director or designee will unlock the facility and may inspect the premises with the Lessee at the start of the rental. Any damage or issues should be reported immediately.
- Check-out: At the end of the event, the Director or designee may inspect the premises for cleanliness and damage. Any deficiencies will be noted, and associated costs may be deducted from the deposit or billed separately.

15. Cleanup Checklist (Required Before Departure)

Prior to leaving, the Lessee shall complete the following:

- All garbage removed and placed in outdoor bins
- Trash can liners replaced
- Kitchen counters and surfaces wiped down
- All personal items and decorations removed
- Floors cleaned
- Bathrooms cleaned (toilets flushed, sinks wiped, floor tidy) and lights off
- Tables and chairs cleaned and returned to original positions IF prior written authorization was given to move them.
- All lights turned off

- Facility secured (windows closed, doors shut)

Failure to complete these tasks may result in deductions from the deposit.

16. Force Majeure

Neither Morgan County nor the Lessee shall be held liable for any failure to perform their obligations under this agreement due to events beyond their reasonable control. Such events may include, but are not limited to:

- Acts of God
- Natural disasters (fire, flood, earthquake)
- Severe weather
- Epidemics or pandemics
- War, terrorism, or civil unrest
- Labor strikes or utility failures
- Government orders or restrictions
- Any other emergency that makes performance impracticable or unsafe

In such cases:

- The affected party shall notify the other party as soon as reasonably possible.
- Morgan County may, at its discretion, refund any prepaid fees or allow the Lessee to reschedule the event at a mutually agreeable time.

Acknowledgment and Signature

By signing below, I affirm that:

- I have read, understand, and agree to comply with this agreement.
- I understand that failure to comply may result in cancellation, liability for damages, or forfeiture of fees.
- If signing on behalf of an organization, I attest I am authorized to bind the organization to this agreement.

Signature of Lessee or Authorized Representative:

Date: _____

Name: _____

Association: _____

Signature: _____

For County Use Only

- Date Deposit Refunded: _____
- Amount Refunded: \$ _____
- Additional Cleaning/Damage Charges: \$ _____

MORGAN COUNTY COMMISSION MEETING MINUTES

11. Kate Becker – Discussion/Decision– Morgan County Administrative Manager

Resolution **CR 25-23** approval of an updated agreement for services with Weber Human Services and Senior Center Building Use Agreement.

- a. CAM introduced this stating Morgan County has not had an interlocal agreement with Weber Human Services for senior center services since 2007. This new agreement formalizes those services and clarifies building use and priority access, effectively resolving prior concerns on that topic. The agreement has been reviewed by the CA and Deputy Attorney, they made a few minor edits for clarity, such as punctuation and removal of redundancy.

Commissioner Fackrell moved to approve CR-25-23 making sure that all the items questions that were done are in agreement with Weber human services and our senior citizen.

Seconded by Commissioner Blocker

VOTE:

Commission Chair Wilson AYE

Commissioner Newton ABSENT

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

The Vote was 1 ABSENT, 4 AYE. The Motion passed.

12. Kate Becker – Discussion/Decision– Morgan County Administrative Manager

Request for a Q2 budget transfer from fund balance to cover Senior Center short fall.

- a. CAM stated due to a current shortfall of \$80,200, a budget adjustment will be required for FY 2025. Looking ahead, appropriate budgeting will also be necessary for FY 2026 to account for ongoing financial needs.

Commissioner Blocker moved to postpone item 12.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commissioner Newton ABSENT

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

The Vote was 1 ABSENT, 4 AYE. The Motion passed.

13. Kate Becker – Discussion/Decision– Morgan County Administrative Manager

Resolution **CR 25-24** reappointing Robert Hunter, Julie Southwick, Clint Thurgood to Weber Human Services Board.

Commissioner Nickerson moved to approve CR-25-24 reappointing Robert Hunter, Julie Southwick, Clint Thurgood to Weber Human Services Board.

Seconded by Commissioner Fackrell

VOTE:

Commission Chair Wilson AYE

Commissioner Newton ABSENT

Commissioner Blocker AYE

Commission Vice Chair Nickerson AYE

Commissioner Fackrell AYE

The Vote was 1 ABSENT, 4 AYE. The Motion passed.

May 6, 2025