



**NOTICE OF REGULAR MEETING
OF THE WEBER-MORGAN HEALTH DEPARTMENT**

Notice is hereby given that the Weber-Morgan Board of Health will hold its regularly scheduled meeting at the Weber-Morgan Health Department **Annex Building**, 455 23rd St, 2nd Floor Auditorium, Ogden, Utah commencing at **4:00 p.m.** on **Monday, May 22, 2023.**

Agenda for the meeting will consist of the following:

Welcome	Ali Martinez
Action Items	
1) Approval of April 2023 Meeting Minutes	Ali Martinez
2) Environmental Health Fees	Scott Braeden
Information Items	
3) Environmental Health Lead Testing Report	Dylan Martinez/Michelle Cooke
4) After Action Report (AAR)	Skyler Pyle
5) Health Equity Update	CHW/Health Equity Group
6) Director's Report	Brian Cowan
7) Chair's Report	Ali Martinez
8) Adjourn	

*In compliance with the Americans with Disabilities Act, individuals needing auxiliary Communication aids or other services for this meeting should contact Elvira Odeh at eodeh@webercountyutah.gov giving at least three days' notice.
Dated this 16th May 2023.*

**Weber-Morgan Board of Health
Minutes of Meeting
April 17, 2023**

The Weber-Morgan Board of Health held its regular meeting on February 27, 2023, in the Health Department Annex conference room at 455 23rd Street. The meeting was called to order at 4:00 pm. With Ali Martinez presiding.

BOARD MEMBERS PRESENT:

Ali Martinez	Angela Choberka - Virtual	Jason Boren - Virtual
Leonard Call	Cheryle Allen	
Bonnie Wahlen	Kevin Eastman	
Dr. Kenneth Johnson	Dr. Lee Schussman - Virtual	

BOARD MEMBERS ABSENT:

Douglas Jacobs	Jared Andersen	Dr. Frank Brown	Sharon Bolos
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STAFF MEMBERS PRESENT:

Brian Cowan	Norma Odeh	Cami Sullenger
Michela Harris	Bryce Sherwood	Kristen Anderson
Lori Buttars	Jarelyn Cox	
Lekelsi Talbot	Sean Hansen	
Amy Carter	Sandy Flores	

OTHERS PRESENT:

Brandan Quinney

Welcome and Introductions- Ali Martinez

Ali Martinez calls the meeting to order at 4:01 p.m. and welcomes those in attendance.

Approval of Board of Health Minutes of February 27, 2023 Motion Passes

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

Clinical Nursing Fees

Motion Passes

Lekelsi Talbot presents to the board a proposal to implement new fees as of May 1, 2023. Lekelsi states fees for immigration clinics, and STDs both have not been reviewed for fee adjustments in over 8 years. They have also created a policy and a sliding fee scale for the uninsured. The fee increases will mainly affect the insurance companies, not the individual, and are only being adjusted to pay for increased services and cost of medication. The goal is to be more equitable and customized to the patient. Nursing reserves the ability to waive charges for uninsured patients with no means to pay for treatment-related services and offer lower vaccine

administration fees to the uninsured. The sliding fee scale is based on family income and size and federal poverty limits. Lekelsi introduces Cami Sullenger to present the fee analysis spreadsheet. Cami Sullenger states a fee analysis was made and it revealed that some of the Weber-Morgan Health Department fees were below average insurance reimbursement amounts, or fees were based on the costs of vaccines, and subject to adjustments, each time a manufacturer changed its pricing. Recommendations emerged from a coding consultant who helped with our new health records and billing software. Cami continued to explain the addition/maintenance of appropriate CPT codes and billing modifiers for services rendered. The recommendation was to add a markup to WMHD's cost on immunizations. We determined the historical reimbursement rate for vaccinations and set the fees at 110% of the average reimbursement for each vaccine. Some of WMHD's current fees were less than the Medicare/Medicaid reimbursement amounts, typically used as a baseline by most facilities, and increased by 30%. WMHD chose to increase all current fees and set new fees (non-vaccine fees) based on this methodology. An exception was fees for bundled services, which were based on WMHD's costs associated with those services, or on average, prices charged by other health departments. For example, Weber County Sheriff's Office Baseline Screenings and some TB services are bundled fees. Bundled services were reevaluated based on recent increases in outside lab fees (some labs have increased fees by almost 40%, since June 2022). The Travel Consult Fee and STI Screening Fees were increased only nominally in efforts to recoup expenses for increases in nursing compensation over the past year, yet still keep fees relatively low for the convenience of our community members. Immigration lab and physical fees were based on taking an average of other health departments and immigration clinic charges for the same services. This proposed increase will help recoup WMHD's recently increased fees for physician and nursing services, and increased lab fees. Cami Sullenger continues to explain the implementation of these fees and how it will generate additional insurance revenues and assist in covering the WMHD's increasing operational expenses. WMHD's proposed policies remain true to the mission of public health, to prioritize the underserved and uninsured community members, and any other private citizens needing services. A **MOTION** is made by **Leonard Call** and **SECONDED** by **Dr. Lee Schussman**. Roll call vote is taken and all vote aye. The **MOTION** passes unanimously.

Chairs Report- Ali Martinez

Information Only

Ali Martinez Ali thanks everyone for their services and attending.

The meeting adjourns at 4:34 pm.

Board of Health Annual Meeting/Training

The Annual Meeting consists of an of The Environmental Justice presentation by Kim Shelley, a presentation on the 2022 annual report by Brian Cowan, and a Q and A of the Open and Public Meetings Act by Brandan Quinney. Meeting adjourn at 5:36

Original (Annually or Seasonally Renewed), Environmental Health Program Services	Correspondence (min)	Plan Review in office (min)	Construction Inspection (min)	Pre-opening Insp. (min)	Routine or annual inspection (min)	# of Insp./Yr	Total annual Insp. Time (min)	Total time (min)	Total approx. time to perform annually (hrs)	Inspection Hourly rate	Cost of service	Proposed FEE	Current WMHD fee	Approx. # 2023 permits	Revenue with current fee	Revenue with proposed new fee	Comments
Food Program: Restaurant Permits Risk Cat 1 (permits include 1 free follow-up/yr)	40	0	0	0	75	1	75	115	1.92	\$105	\$201.25	\$200	\$170	140	\$23,800	\$28,000	
Risk Cat 2	50	0	0	0	90	2	180	230	3.83	\$105	\$402.50	\$400	\$325	630	\$204,750	\$252,000	
Risk Cat 3	60	0	0	0	90	3	270	330	5.50	\$105	\$577.50	\$575	\$465	110	\$51,150	\$63,250	
Risk Cat 4	60	0	0	0	90	4	360	420	7.00	\$105	\$735.00	\$735	\$600	11	\$6,600	\$8,085	
Temporary Events 1 day permit Up to 5 days prior to event. Admit \$5/day (Food and Body Art)	5	5	0	0	25	0	25	35	0.58	\$105	\$61.25	\$65	\$50	224	\$11,200	\$14,560	
4 days prior to event	15	5	0	0	25	0	25	45	0.75	\$105	\$78.75	\$80	\$63/day+\$5 ea add'l day				
3 days prior to event	20	5	0	0	25	0	25	50	0.83	\$105	\$87.50	\$90	\$75/day+\$5 ea add'l day				
2 days prior to event	25	10	0	0	25	0	25	60	1.00	\$105	\$105.00	\$105	\$88/day+\$5 ea add'l day				
1 day prior to event	30	10	0	0	25	0	25	65	1.08	\$105	\$113.75	\$125	\$100/day + \$5/add'l day				
Seasonal Temporary Food permit (6 months)	30	30	0	0	35	3	105	165	2.75	\$105	\$288.75	\$300	\$200	132	\$26,400	\$39,600	
Intermittent Food Permit Low Risk (level 1)	5	30	0	0	25	4	100	115	1.92	\$105	\$201.25	\$200	\$150	14	\$2,100	\$2,800	
Intermittent Food Permit Higher Risk (level 2)	10	20	0	0	30	4	120	150	2.50	\$105	\$262.50	\$275	\$225	1	\$225	\$275	Price for card set at \$15 by the State. Additional \$10 is for training
Food Handler Training (not including card fee)	85	0	0	0	0	0	0	85	1.42	\$15	\$12.75	\$15 (training only)	\$15	1800	\$27,000	\$27,000	
Replacement Food Handler Card	15	0	0	0	0	0	0	15	0.25	\$15	\$3.75	\$5	\$5				
Required extra inspection	15	0	0	0	60	0	75	75	1.25	\$105	\$131.25	\$130	\$100	25	\$2,500	\$3,250	Proposing no discount for add'l pools. Insp time include 60min annual + 20min. Sampling (12x/yr)
Pool/Spa Permits Year Round	20	0	0	0	300	1	300	320	5.33	\$105	\$560.00	\$550	\$450 + \$250 each add'l pool	78	\$22,776	\$35,100	
Seasonal Pool/Spa Only	20	0	0	0	160	1	160	180	3.00	\$105	\$315.00	\$315	\$250	192	\$25,728	\$60,480	
Pool Plan Review (new or remodelled pool)	60	180	60	40	0	0	0	340	5.67	\$105	\$595.00	\$600	\$485	8	\$3,880	\$4,800	
Mass Gathering plan review & permit	85	60	0	0	90	0	90	235	3.92	\$105	\$411.25	\$425	\$350	37	\$12,950	\$15,725	
Waste hauler permit (1 Vehicle)	20	0	0	0	10	0	0	30	0.50	\$105	\$52.50	\$45	\$45	311	\$3,550	\$3,550	
Infectious Waste hauler	20	0	0	0	30	0	0	50	0.83	\$105	\$87.50	\$75	\$75	3	\$225	\$225	
Home Daycare Inspection/Group home	10	0	0	0	30	0	0	40	0.67	\$105	\$70.00	\$70	\$60	109	\$6,540	\$7,630	
Business License sign-off (salon, massage, etc...)	10	0	0	0	30	0	0	40	0.67	\$105	\$70.00	\$70	\$60	30	\$1,800	\$2,100	
Tanning Facility Permit	20	20	0	15	30	1	30	85	1.42	\$105	\$148.75	\$150	\$120	20	\$2,400	\$3,000	
Body Art Permit	20	20	0	15	30	1	30	85	1.42	\$105	\$148.75	\$150	\$100	50	\$5,000	\$7,500	
E-liquid Manufacturing Permit	20	20	0	15	30	1	30	85	1.42	\$105	\$148.75	\$150	\$120	4	\$480	\$600	
TOTALS:															\$441,054	\$579,530	\$138,476

Correspondence: coordination with other agencies, phone, email, at-desk consultation, letters, etc...

