M I N U T E S

SUMMIT COUNTY
Board of Health
QUINN'S BUILDING
650 ROUND VALLEY DRIVE, PARK CITY, UTAH, 84060
TUESDAY, DECEMBER 17, 2024

Meeting also conducted via Zoom.

NOTICE is hereby given that the Summit County Board of Health will hold their monthly
meeting on the above date. The meeting will be held both in person and electronically, via
Zoom. The physical location for this meeting is the Summit County
Health Department, Quinn's Building 650 Round Valley Drive, Park City, Utah
(All times listed below are general in nature, and are subject to change by the Board Chair)
To participate and view the Board meeting live, join Zoom Webinar: 969 4926 9144
https://summitcountyut.zoom.us/j/96949269144
To listen by phone only dial: 1 (253) 205 0468

Board Chair Alissa Van Wie commenced the December 17, 2024 meeting at 4:03 P.M.

Alissa Van Wie	Phil Bondurant
Ilyssa Golding	Kendra Babitz
Michelle Downard	Jennifer Morrill
Megan Holbrook	Penci Carreno

*Absent board members: Chris Cherniak, Tonja Hanson, and Stephen Trapp

Consideration of Approval by the Board

Presentation and possible approval of the Summit County Health Department

2025 final budget – Dr. Phil Bondurant and Jennifer Morrill

Note: The Board Chair retains the right for public comment regarding the budget

*No public comments were made. (4:21 P.M.)

Attachment: Cover Page

Dr. Bondurant shared that the budget presentation is a collaborative effort involving nine divisions, Kendra Babitz Deputy Director, and other staff. He thanked everyone involved for their contributions to the budget. The budget process starts in May, with division leads discussing their needs with their staff. The budget is then created by Dr. Bondurant, Kendra Babitz, and Jennifer Morrill, Business Manager, and presented to the Board of Health in July for recommendation to move forward. This year's budget includes a $1.2 million addition for mental health services and a new Mental Health contract with the University of Utah. The budget is prepared with input from all relevant divisions and is submitted to the Budget Committee in August, with Jennifer Morrill representing the department on the budget committee.

Jennifer Morrill, Business Manger, provided background information on the budget process and the budget committee. The budget committee includes eight county employees and reviews all county budgets starting in August and makes recommendations to the county manager by September 15th. The process involves meeting with department heads to discuss their budget requests and then making necessary cuts to present a balanced budget. The Health Department's budget was considered fiscally responsible, with minimal cuts mainly in travel, training, dues, subscriptions, and materials. The main request from the Health Department was for mental health services, and overall, the budget faced few reductions.

Dr. Bondurant shared that the presentation was well received, and the overall budget increase, excluding the $1.2 million for mental health, was below 4%. The County Council decided no additional cuts were needed for the Health Department's budget, which was approved December 12, 2024 at $10,856,086.

The Board of Health also needs to approve the budget to ensure compliance with statutes. Dr. Bondurant requested the Board's approval so the new budget can be implemented starting January 1, 2025.

Board member Dr. Golding asked clarifying questions about the percentage of property tax allocated to the Health Department. Dr. Bondurant and Jennifer Morrill replied.

Board Chair Alissa Van Wie asked clarifying questions about the federal and state grants to which, Jennifer Morrill answered.

Board member Megan Holbrook asked clarifying questions about the expenditure breakdown per department for general health. Jennifer Morrill and Dr. Bondurant answered.

Michelle Downard made a motion to approve the Summit County Health Department 2025 final budget as presented. Ilyssa Golding seconded, and all voted in favor, (4-0).

Meeting Adjournment

Ilyssa Golding made a motion to approve Meeting Adjournment. Michelle Downard seconded, and all voted in favor, (4-0).