

CITY OF NORTH SALT LAKE  
HEALTH AND WELLNESS COMMITTEE  
ANCHOR LOCATION: CITY HALL  
10 EAST CENTER STREET, NORTH SALT LAKE  
JANUARY 9, 2023

**FINAL**

Corey Markisich called the meeting to order at 6:35 p.m.

PRESENT: Rachel Butterfield  
Corey Markisich, Chair  
Mary Kay Porter  
Alisa Van Langeveld, City Council  
Valerie Walton  
Janet Welsh, Vice Chair

STAFF PRESENT: Ken Leetham, City Manager; Sherrie Pace, Community Development Director; Linda Horrocks, Communications Coordinator.

1. CITIZEN COMMENT

There was no citizen comment.

Ken Leetham explained that this item was proactively added to the agenda due to potential legislative action that public comments be allowed during meetings.

2. CONSIDERATION OF PROPOSED BY-LAWS FOR THE HEALTH AND WELLNESS COMMITTEE

Ken Leetham reported Wendy Page put together a draft set of by-laws for review by the Health and Wellness Committee. He explained the by-laws formalized the positions of chair and vice chair and provided a procedure for the selection of a new chair and vice chair each January. He mentioned the by-laws did not specify when the chair or vice chair terms ended, which could be decided by the Committee. Mr. Leetham spoke on the "meetings section" in Section 2 related to agendas and said any Committee member could place items on the agenda for consideration.

Ken Leetham said there were staggered terms on the Committee and once the initial term was completed the next term would be four years in length. He shared the roster which showed the term start dates and lengths for each current member. He stated the by-laws provided general directions including meeting frequency, the role of the City Council liaison, member responsibilities, etc.

Janet Welsh commented she read through the by-laws and was in favor of adopting them as written.

**Committee Member Welsh moved to adopt the by-laws. Committee Member Porter seconded the motion.**

Councilmember Van Langeveld requested to amend the section related to the City Council liaison and said that sections B and C were redundant. She also asked about potentially changing Section 7 related to compensation and reimbursement. Councilmember Van Langeveld explained that there were both stipends and reimbursements but that the word compensation was confusing and suggested the wording be “members shall receive a stipend for meeting attendance and reimbursement for expenses as adopted by the City Council and at the City Council’s sole discretion.”

Valerie Walton commented on the language in the by-laws that specified committee members “shall” receive a stipend and said she preferred not to receive a stipend for work purposes. Ken Leatham replied that he did not think this document would bind anyone to receiving a stipend that did not wish to receive one but said the wording could be changed to “may” or “shall be offered.”

Janet Welsh asked about the process for reimbursement of expenses.

**Committee Member Welsh amended the motion to include the changes discussed related to the City Council liaison and stipends and reimbursement. Committee Member Porter seconded the motion. The motion was approved by Committee Members Butterfield, Markisich, Porter, Walton, and Welsh.**

### 3. CONSIDERATION OF CHAIR AND VICE-CHAIR FOR 2023

Janet Welsh was in favor of the one year term as it allowed everyone the chance to serve.

Rachel Butterfield declined as Chair as she was completing graduate school.

The Committee discussed and determined to keep Corey Markisich as Chair and Janet Welsh as Vice Chair for several reasons including continuity and that the 2022 term of service was not a full year.

**Committee Member Markisich moved to retain the existing Chair and Vice Chair for 2023. Committee Member Welsh seconded the motion. The motion was approved by Committee Members Butterfield, Markisich, Porter, Walton, and Welsh.**

#### 4. FOLLOW-UP DISCUSSION ON GOALS AND PRIORITIES OF THE HEALTH AND WELLNESS COMMITTEE FOR 2023

Ken Leetham reported the goals and priorities were compiled through staff notes and the Committee meeting minutes. He asked for any amendments from the Committee.

Janet Welsh commented that these seemed to be assignments for City staff and not Committee members. She asked if a working list of tasks could be put into a spreadsheet including who it was assigned to including staff, Committee members, or both.

Ken Leetham said this was not the most demanding Committee but there was work to do. He explained there was value in consolidating the goals and other things to address in meetings beyond focusing on goals. He noted this included coordinating with other entities such as Communities That Care and Davis Behavioral Health.

Councilmember Van Langeveld mentioned senior specific resources. She spoke on having printed versions of the newsletter and an overview of County resources for seniors. She asked if the Councilmember over the Senior Lunch Bunch would be responsible for this versus the Health and Wellness Committee. Ken Leetham replied that there was no problem with the Committee also working with the seniors.

Janet Welsh mentioned that she prepared a handout on diabetes education for the Senior Lunch Bunch. She said the seniors had specifically asked for a printed version.

The Committee discussed having a shared document with the goals, status of those goals, activities, and accomplishments. These items could be shared during the annual City Council report.

Janet Welsh suggested an agenda item to report on accomplishments and goals from the prior month. Councilmember Van Langeveld said this could be part of the Committee member business agenda item.

Ken Leetham spoke on the inventory of open spaces and said the map needed updating, which was a staff responsibility. He said the Committee would focus on policy and ideas related to City property and how it could be utilized related to health and wellness.

Councilmember Van Langeveld suggested the shared document of goals/priorities could include the staff assignment and then the Committee responsibility for each item.

Ken Leetham said presenting an adopted list of goals and priorities would be a good addition to the annual report for the City Council.

**Committee Member Markisich moved to adopt the goals for the year. Committee Member Welsh seconded the motion.**

Rachel Butterfield commented that this was a great list of goals related to actions and activities. She encouraged the Committee to also think of impact goals and how they would relate to the goals for actions and activities.

Councilmember Van Langeveld also mentioned a yearly goal review with higher level impact thinking.

Janet Welsh spoke on emergency preparedness and the potential for the City to supplement or offset the cost of CERT training. She said the training would start soon so a decision should be made on whether the City would help with those costs.

**The motion was approved by Committee Members Butterfield, Markisich, Porter, Walton, and Welsh.**

#### 5. DISCUSSION OF COMMITTEE ANNUAL REPORT TO THE CITY COUNCIL

Corey Markisich clarified that the Committee would present this report to the City Council. He asked when this presentation would occur. Ken Leetham replied the report could be presented during a City Council meeting in February.

Several Committee members agreed to attend the February 21<sup>st</sup> meeting during the work session to present the report. The presentation would include the goals, review of events, and an update of what was accomplished in 2022.

#### 6. APPROVAL OF MINUTES

The Health and Wellness Committee minutes of November 14, 2022 were reviewed and approved.

**Committee Member Butterfield moved to approve the meeting minutes for November 14, 2022. Committee Member Welsh seconded the motion. The motion was approved by Committee Members Butterfield, Markisich, Porter, Walton, and Welsh.**

#### 7. COMMITTEE MEMBER BUSINESS

Councilmember Van Langeveld provided an update on the wellness survey that would open in February for three weeks. She indicated the University would then provide the results in April.

Valerie Walton asked if a future meeting there could be training on when and how a Committee member would recuse themselves from discussion or had a conflict of interest.

8. ADJOURN

The meeting was adjourned at 7:35 p.m.

*The foregoing was approved by the Health and Wellness Committee of the City of North Salt Lake on February 13, 2023 by unanimous vote of all members present.*

  
\_\_\_\_\_  
Wendy Page, City Recorder