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BOARD OF HEALTH
Eileen Dennis, RN, President
Michael J. Nerenberg, MD, Vice President
Ed Brown
Terry A. Hart
Donald Moore

PUBLIC HEALTH DIRECTOR
Sylvia R. Proud, MS, IPMA-CP

AGENDA

The regular Board of Health meeting will be held **Wednesday, April 27, 2016**, at **12:00 noon** in the **THIRD FLOOR CONFERENCE ROOM**, at the Health Department, **101 W. 9th Street**. (Lunch for Board members will be served at 11:30 a.m.)

- A. 12:00 –12:05 p.m. - Call to Order and Approval / Changes to **Agenda**
- B. 12:05 – 12:10 p.m. - Approval of Board of Health Meeting Minutes held **Wednesday, March 23, 2016**
- C. 12:10 – 12:15 p.m. – **Special Recognitions**
- D. 12:15 – 12:30 p.m. - **Featured Presentation** – Public Health Champion Award
- E. 12:30 - 12:45 p.m. - **Public Health Director's Report**
 - Fiscal Officer Position
 - Accreditation Update
 - Legislative Update
- F. 12:45 - 1:15 p.m. - **Division Reports**

Environmental Health Division

- Body Art Regulations **Public Hearing**
- Body Art Inspection Fees
- Sharps Disposal Standard Operating Procedure

Operations & Administrative Services Division

- Monthly Financial Report
- Contracts

- G. 1:15 - 1:20 p.m. - **Old Business**
- H. 1:20 - 1:25 p.m. - **New Business**

A Handicapped Accessible Facility

**PUEBLO CITY-COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH**

MINUTES

The regular Board of Health meeting was held at the Health Department on March 23, 2016, in the **Third Floor Conference Room**, at 12:00 p.m.

Board Members

Present: Eileen Dennis, RN, MBA, President
Michael J. Nerenberg, MD, Vice President
Ed Brown, City Council Member
Terry A. Hart, County Commissioner

Members Absent: Donald Moore, CEO, Pueblo Community Health Center

Legal Counsel: Marci Day, Assistant County Attorney

Staff Present: Sylvia Proud, MS, Public Health Director
Lynn Procell, Community Health Services Division Director
Jody Carrillo, Disease Prevention & Emergency Preparedness Division Director
Katie Davis, Disease Prevention & Emergency Preparedness Associate Division Director
Ken Williams, Environmental Health Division Director
Ramona Chisman-Ewing, Executive Assistant

Georgia Alfonso, Vicki Carlton, Shylo Dennison, Sandra Garcia, Susan Gonzalez, Sarah Joseph, Jeff Mara, Kathy Nelson, Daniel Trevizo, Kim Whittington

Guests: Joe Klune, Lindsey Reeves

A. **Call to Order and Approve/Changes In Agenda**

Board President, Eileen Dennis, called the meeting to order and asked for approval of the Agenda.

MOVED by Ed Brown, seconded by Michael Nerenberg, to approve the Agenda.

MOTION CARRIED UNANIMOUSLY

B. **Approval of Minutes**

MOVED by Ed Brown, seconded by Terry Hart, to approve the February 24, 2016, BOH meeting minutes as submitted.

MOTION CARRIED UNANIMOUSLY

C. **Special Recognitions**

- Joe Klune, pharmacy consultant for the Department, retired after working with the Department for over 17 years.
- WIC Educator Susan Gonzales will also be retiring March 31, 2016 after 30½ years of dedicated service to the Department's WIC program.

Joe and Susan were both congratulated and thanked for their many years of dedicated public health service.

For the 10th year in a row, Vital Statistics received the Five Star Performance Award from the Colorado Department of Public Health and Environment. Only six counties out of 54 received this award in Colorado. The Department received 100 percent on the application audits. Congratulations to Vital Statistics staff members Sandy Jimenez, Sandra Garcia, and Daniel Trevizo for achieving this outstanding award.

D. **Featured Presentation**

Community Health Improvement Plan (CHIP)

Public Health Planner Shylo Dennison gave an update and presentation to the Board regarding the

CHIP. Teen and unintended pregnancy was one of two focus areas of the CHIP. For 2016, there will be an increased focus on standardization among mentor programs and increasing the number of youth with a mentor in Pueblo County. Parent outreach and education will also be a focus. The goal is to ensure parents understand what resources exist and help them obtain skills they need to assist their children with setting and achieving life goals, succeeding academically and avoiding high-risk behaviors.

Obesity was the second focus area of the CHIP. In 2016, the City along with community partners continue to work on policies that improve access to healthy eating and active living (HEAL) in Pueblo. This is a state-wide initiative with LiveWell Colorado and the Colorado Municipal League. The HEAL campaign publicly recognizes steps being taken to make it Pueblo an attractive place to live well and visit. The Pueblo County Planning department will examine fees charged on land development and assessing ways to encourage parks, open spaces and school inclusion in the development plans. In addition, the Health Department will expand work with corner or convenience stores and at least one public venue to encourage availability and purchase of healthy and affordable foods and beverages.

The Community Health Assessment Steering Committee also wants to ensure elected officials get these important program updates. The CHIP will be presented to the Board of County Commissioners April 18, 2016, at 1:30 p.m. in Commissioner Chambers and to City Council May 9, 2016, at 5:30 p.m. in City Council Chambers (televised session). Updates will also be given to the Board on a regular basis.

E. **Public Health Director's Report**

Legislative Update

Board members received an updated list of proposed public health priority legislative bills numbered 1-16. Public Health Director Sylvia Proud reviewed the five newest bills and any other bill that was updated since last month's Board meeting.

- **#5 - NEW: HB-1063 – Mental Health Professional Disclosure School Safety Bill** – Board gave directive to **SUPPORT**
- **#6 - HB-1164 - Transfer of responsibility related to exemptions from immunization requirements from schools to CDPHE** - Board gave directive to **OPPOSE UNLESS AMENDED. If amended, then support position can be reinstated.**
- **#7 - NEW: HB-1183 – Aligning Federal Changes to Child Care Assistance Program** - Board gave directive to **SUPPORT**
- **#8 – HB-1185 – Gender Identification on Birth Certificates – Bill failed**
- **#9 - NEW: HB-1266 - Department of Revenue Seize Destroy Marijuana Unauthorized Pesticide** - Board gave directive to **SUPPORT**
- **#11 - SB-094 Update: District Public Health Agency Costs by County:** Passed full legislature – sent to Governor
- **#12 - NEW: SB-146 - Modernizing Statutes related to sexually transmitted infections** - Board gave directive to **SUPPORT**
- **#13 - NEW: SB-142 - Suicide Prevention through Zero Suicide Model** - Board gave directive to **SUPPORT**
- **#14 Retail Food Establishments Bill Update:** Prime sponsors in both houses and final language drafted; the bill should begin its path soon. Board gave directive to send more information by email as it becomes available
- **#15 – Funding for LARC products update:** JBC voted to include \$2.5 million in CDPHE budget. Next step to include in Long Bill.
- **#16 – Use of Marijuana Tax Dollars for Youth Prevention Education Program on Substance Abuse Update** – Request changing status to **support instead of monitor**. Board gave directive to **SUPPORT**. Board was informed on March 14, 2016, that the Department is submitting for this funding opportunity (non-competitive grant).

Terry Hart stated the Department was granted funding from the County for marijuana youth education.

NALBOH (National Association of Local Boards of Health) and APHA (American Public Health Association) Conference

Board members were informed the Department annually offers the opportunity to send a Board member, who has never attended, to the NALBOH Conference. The conference is August 10-12, 2016, in St. Louis, Missouri. The theme for 2016 is *Gateway to Exploring Your role in Board Governance*. Any interested Board member may contact Ramona to make arrangements to attend.

The American Public Health Association Conference will be held in Denver, CO October 29 - November 2, 2016. The theme for 2016 is *Creating the Healthiest Nation: Ensuring the Right to Health*. Those attending may attend a day session or the entire conference. More information will be shared as it becomes available.

Organizational Structure

The Board was informed Environmental Health Director Ken Williams will retire May 31, 2016, after 31 years of public health service. An all staff meeting held Monday, March 21, 2016, to announce the organizational restructuring. The Board was given a copy of the new organizational chart. The new senior leadership team was introduced: Community Health Services – Lynn Procell; Environmental Health and Emergency Preparedness – Jody Carrillo; and Operations and Health Promotion – Katie Davis. The proposed timeline of events to happen from now until May 31, 2016, was discussed with the Board. Beginning April 1, 2016, Katie Davis will serve in a dual role as an Associate Director in Disease Prevention and Emergency Preparedness and a Division Director in Operations and Health Promotion. Ken Williams and Jody Carrillo will also be working on transitioning roles in the Environmental Health and Emergency Preparedness Division. The proposed physical move is projected to occur April 15 through May 1, 2016. Full implementation of the Department's reorganization is targeted for June 1, 2016.

National Public Health Week Activities

An employee appreciation breakfast will be held Monday, April 4, 2016, from 8-9:30 a.m. All Board members are also invited to attend.

F. **Environmental Health Division**

Body Art Regulations Update

Environmental Health Specialist Jeff Mara and Program Manager Vicki Carlton reviewed the proposed changes to the current body art regulations. A stakeholders meeting was held and six businesses attended to hear and discuss the changes. There are numerous proposed changes to the current regulations such as successfully completing an OSHA (Occupational Safety and Health Administration) approved blood borne pathogens training; updating the training required once a year at minimum; completing and maintaining an approved training in basic first aid. A complete list of changes was discussed at the stakeholder's meeting and is available by contacting the Environmental Health Division. A definition of 'infectious waste' has been asked of the Colorado Department of Public Health and Environment. El Paso County is following the definition given by OSHA. The Board stated OSHA's definition would also be acceptable for the Department to follow as well. A public hearing adopting the body art regulations will be held during the April 27, 2016, Board meeting.

Needle/Sharps Containers Disposal

The proper disposal of sharps containers containing needles was discussed. A small fee is currently charged for nonprofits to properly dispose of needles. It was recommended by legal the Board adopt an official policy regarding the disposal of needles/sharps containers.

ADA (Americans with Disabilities Act) Regulations for Food Establishments

A 'Tell it to the Chieftain' article appeared in the newspaper complaining about dogs being allowed into businesses. The Board was updated about dogs being allowed in businesses such as grocery stores, Walmart, etc. The Health Department's authority related to food service was presented. Businesses, under ADA laws, are only allowed to ask if the dog is a service animal and what service the animal provides. There is proposed legislation pertaining to people fraudulently representing a household pet as a service animal.

Operations and Administrative Services Division

Financial and Contract Cost Reports

Financial reports for the end of February 2016 were presented to the Board. Revenues exceed expenditures by \$15,281.21.

MOVED by Ed Brown, seconded by Terry Hart, to accept the financial reports as presented.

MOTION CARRIED UNANIMOUSLY

Contracts

No Contracts to Present

G. **Old Business**

None

H. **New Business**

Public Health Director's Annual Evaluation

Eileen Dennis will compile an evaluation document and distribute it to fellow board members for input.

2015 Annual Report

A copy of the Department's annual report was distributed to the Board

MOVED by Ed Brown, seconded by Michael Nerenberg, to adjourn the Board of Health meeting.

MOTION CARRIED UNANIMOUSLY

The next regular BOH meeting is scheduled for **Wednesday, April 27, 2016**, at the Health Department, Third Floor Conference Room, at **12:00 noon**.



Eileen Dennis, Board of Health President



Sylvia R. Proud, MS, IPMA-CP, Public Health Director