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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-SCP

AGENDA

A Board of Health meeting will be held **Wednesday, August 24, 2016, at 12:00 p.m.** in the **THIRD FLOOR CONFERENCE ROOM C**, at the Health Department, **101 W. 9th Street**.

- A. 12:00-12:05 pm – Call to Order and Approval / Changes to Agenda
- B. 12:05-12:10 pm – Approval of Board of Health Meeting Minutes held **Wednesday, July 27, 2016**
- C. 12:10-12:15 pm - **Special Recognitions**
- D. 12:15-12:30 pm – **Featured Program** – Yearly Department Audit Report (Mitchell Downs/Dustin Mueller)
- E. 12:30-12:45 pm - **Public Health Director’s Report**
 - Bylaws Update
 - Department Reorganization Update
 - APHA Annual Meeting
 - Grant Updates
- F. 12:45-12:55 pm - **Division Reports**
 - Operations & Health Promotion Division**
 - Monthly Financial Report
 - Contracts
 - Community Health Assessment Update
 - Environmental Health and Emergency Preparedness Division**
 - Regulations Changes and Fee Review
- G. 12:55-1:00 pm - **Old Business**
- H. 1:00-1:05 pm - **New Business**

A Handicapped Accessible Facility

**PUEBLO CITY-COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH
M I N U T E S**

The regular Board of Health meeting was held at the Health Department on July 27, 2016, in the Third Floor Conference Room C, at 12:00 p.m.

Board Members

Present: Eileen Dennis, RN, MBA, President
Michael J. Nerenberg, MD, Vice President
Ed Brown, City Council Member

Absent: Terry A. Hart, County Commissioner
Donald Moore, CEO, Pueblo Community Health Center

Legal Counsel: Marci Day, Assistant County Attorney

Staff Present: Sylvia Proud, MS, Public Health Director
Stacy Herrera, Community Health Services Division Program Manager
Kim Whittington, Operations and Health Promotion Division Program Manager
Jody Carrillo, Environmental Health and Emergency Preparedness Division Director
Georgia Alfonso, Fiscal Officer
Ramona Chisman-Ewing, Executive Assistant

Aaron Martinez, Jenna Ward, Sarah Joseph, Vicki Carlton

Guests: Alexis Romero, *PCCHD Intern*; Andrea Geitner, *UCCS Student/Parkview Employee*; Chris Robertson, Ernest Bilinski, *Southern Colorado Health Network* and Robert George, *Colorado Health Network*

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. Public Health Director Sylvia Proud asked to add discussion regarding the November and December Board meeting dates and the Colorado Solid and Hazardous Waste Commission meeting to the Agenda.

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

MOTION CARRIED UNANIMOUSLY

B. **Approval of Minutes**

MOVED by Michael Nerenberg, seconded by Ed Brown, to approve June 22, 2016, BOH meeting minutes as submitted.

MOTION CARRIED UNANIMOUSLY

C. **Featured Program**

Access Point Pueblo

Representatives from Southern Colorado Health Network (SCHN) and Colorado Health Network (CHN) Robert George, Chief Programs Officer with CHN, Chris Robertson, Director of Regional Programs and Ernest Bilinski, Prevention Services Manager with SCHN addressed the Board regarding the Access Point Pueblo clean needle exchange program. A breakdown of the yearly statistical data for 2015/2016 showing total client visits, new clients, and return visits were discussed. Gender, race, and age are more data collected by the Colorado Department of Public Health and Environment. Rapid HIV testing is also conducted during the 'intervention/education' session with a client. Access Point was operating out of Crossroads Turning Point, but will be relocated to a larger facility. A mental health and substance abuse counselor has also been hired to assist clients; this is a free service to clients. Board member Dr. Michael Nerenberg volunteers with

Access Point Pueblo on a regular basis. Funding from CDPHE has been a challenge, due to the rapid growth of the program. A challenge to clients has been the wait time to enter into a program. Allied community providers include the Pueblo Community Health Center, Crossroads Turning Points, Health Solutions, Pueblo City-County Health Department, and Spring Bach Behavioral Health.

D. **Special Recognitions**

Environmental Health Specialist Aaron Martinez was recognized for five years of dedicated service to the Department. Congratulations Aaron!

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

Accreditation Site Visit

The Department had its accreditation site visit. Everything seemed to go well. At the exit interview the following overall critique was given:

- Professional staff and good teamwork
- Commitment and support from the BOH
- Accreditation process is being used to create a culture of Quality Improvement
- We are a good community resource – be careful of overextending
- High level of Public Health thinking
- Funding is a challenge for core services
- Establish a stable line item in the budget for workforce development

The site visit team will now finish their report and give the report to the PHAB team. The Department should hear about achieving accreditation status sometime in November.

2015 Audit

The audit was delayed due to new governmental accounting rules and how it affects the PERA reporting requirements. August 17 the auditors will meet with the finance committee and the audit report will be presented at the August 24, 2016, Board meeting.

Resident's Orientation

A public health orientation for Parkview Medical Center and St. Mary-Corwin Medical Center residents will take place Thursday, July 28, 2016, from 1:00 – 5:00 pm at the Department. Approximately 17 residents will be in attendance. The orientation will highlight the importance of public health in the day-to-day operations of a physician's practice.

November and December Board Meeting Dates

Due to the Thanksgiving holiday, it was recommended to move the Wednesday, November 23, 2016, BOH meeting to Wednesday, November 30, 2016. The December BOH meeting date falls after the Christmas holiday, so it was recommended to keep it as scheduled for Wednesday, December 28, 2016.

MOVED by Michael Nerenberg, seconded by Ed Brown, to approve rescheduling the November BOH meeting date to November 30, 2016.

MOTION CARRIED UNANIMOUSLY

Colorado Solid and Hazardous Waste Commission Meeting

The City of Pueblo will host a meeting of the Colorado Solid and Hazardous Waste Commission, giving residents of Pueblo and surrounding areas an opportunity to bring up issues specific to solid and hazardous waste matters in the community. The commission will meet Monday, August 11, 2016, from 6:30 – 8:30 pm at the Pueblo City-County Library in the Ryals Special Events Room.

F. **Division Reports**

Operations and Health Promotion Division

Financial and Contract Cost Reports

Financial reports for the end of June 2016 were presented to the Board. Expenditures exceed revenues

by (\$99,918.94).

MOVED by Michael Nerenberg, seconded by Ed Brown, to accept the financial reports as presented.

MOTION CARRIED UNANIMOUSLY

Contracts

Pueblo Fire Department (MOU) 7/31/16 – 7/30/17 \$ 0.00
This is an Emergency Use Agreement allowing the Pueblo City-County Health Department to use Fire Station 10, 31475 Bryan Cr., Pueblo CO, in the event of a “public health emergency.”

SIM (State Innovation Model) 8/15/16 – 1/31/19 \$146,337
The SIM project is to improve access to integrated primary care and behavioral health care services for the residents of Pueblo County through health screenings. This will be implemented by engaging community organizations and agencies to create a plan that outlines how to maximize access to behavioral health prevention.

Pueblo Tobacco Education & Prevention Partnership 7/1/16 – 6/30/17 \$228,631
The Colorado Department of Public Health and Environment (CDPHE) has continued and increased funding for Pueblo Tobacco Education & Prevention Partnership.

WIC 10/1/15 – 9/30/16 \$ 42,684
CDPHE has increased funding to the WIC program for travel and additional expenses for the current contract period.

Colorado Medical Reserve Corp (CMRC) 7-1-16-4/1/17 \$ 0.00
This is an agreement that the Pueblo City-County Health Department will participate with the CMRC. This agreement defines any property purchased by the Department’s MRC will be returned to the CMRC if the Department does not continue its partnership.

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

MOTION CARRIED UNANIMOUSLY

Environmental Health and Emergency Preparedness Division

Retail Food License

September 2016 the State Legislature increased the fees for retail food licensing for three years. Starting 2017, a new fee will be implemented for licensing. Each county will now require its own license instead of a blanket license throughout the state. A special event fee needs to be decided; the Colorado State Fair is an example of a special event. The fee amount can be set based upon days of the event, so a one-day event will cost less than a 10-day event. This modification is a change in state statute; this was not a local Department change.

Adoption of the Revised 2016 Compendium of Animal Rabies Prevention and Control

The Association of State and Local Veterinarians has changed the protocol for unvaccinated dogs, cats, and ferrets. There has been a reduction in the number of days an animal must be in quarantine. The change is from six to four months for dogs and cats. No change for ferret quarantine has been made yet. Another change is if a pet has been previously vaccinated, but is not up-to-date on their current vaccinations, a 45 day quarantine period is necessary.

G. **Old Business**
None

H. **New Business**
None

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

MOTION CARRIED UNANIMOUSLY

The next BOH meeting is scheduled for **Wednesday, August 24, 2016**, at the Health Department, Third Floor Conference Room C, at **12:00 p.m.**



Eileen Dennis, Board of Health President



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