A Board of Health meeting will be held Wednesday, October 24, 2018, at 12:00 noon in the THIRD FLOOR CONFERENCE ROOM C, 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 pm – Call to Order and Approval / Changes to Agenda

B. 12:05-12:10 pm – Approval of Board of Health Meeting Minutes held September 26, 2018

C. 12:10–12:15 pm – Special Recognitions

D. 12:15-12:30 pm – Featured Presentation: Chemical Demilitarization Update - Presenter: Irene Kornelly

E. 12:30 – 12:45 pm - Public Health Director’s Report
   ➢ Community Health Town Hall Information
   ➢ Department Holiday Luncheon on December 7
   ➢ General Fund Balance Policy and Financial Stability Plan Follow Up

F. 12:45-1:00 pm - Division Reports

   Operations & Health Promotion Division
   ➢ Monthly Financial Report
   ➢ Contracts

G. 1:00-1:05 pm - Old Business

H. 1:05-1:10 pm - New Business
The regular Board of Health meeting was held at the Pueblo Department of Public Health and Environment on September 26, 2018, in the Third Floor Conference Room C, at 12:00 noon.

**Board Members Present:**
- Eileen Dennis, RN, MBA, Board President
- Michael J. Nerenberg, MD, Board Vice President
- Ed Brown, City Council Member
- Donald Moore, CEO, Pueblo Community Health Center
- Garrison Ortiz, County Commissioner

**Legal Counsel:** Marci Day, Assistant County Attorney

**Staff Present:**
- Sylvia Proud, Public Health Director
- Lynn Procell, Community Health Services Division Director
- Jody Carrillo, Environmental Health and Emergency Preparedness Division Director
- Katie Davis, Operations and Health Promotion Division Director
- Georgia Alfonso, Fiscal Officer

Vicki Carlton, Nicole Cawrse, Sarah Joseph, Chad Wolgram

**Guests:** Kaela Becker, Taylor Engle, Jesslyn Lewanay, Noemi Miller - CSU-Pueblo Nursing Students

A. **Call to Order and Approve or Make Changes to the Agenda**

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

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

   **MOTION CARRIED UNANIMOUSLY**

B. **Approval of Minutes**

   **MOVED** by Donald Moore, seconded by Dr. Nerenberg, to approve the August 22, 2018, BOH meeting minutes as submitted.

   **MOTION CARRIED UNANIMOUSLY**

C. **Featured Presentation – Trash Task Force**

   Board of Health members Garrison Ortiz and Ed Brown gave an update regarding the efforts of the Trash Task Force. Within the roles of political office representation, both Commissioner Ortiz and Councilman Brown have received calls from the community regarding the need for government attention to the issue of illegal dumping. A Task Force was created with multi-group representation including Pueblo County, City of Pueblo, District Attorney, Regional Building, trash haulers, and more. The group is reviewing all aspects of the illegal dumping issue, such as policies to help increase enforcement of the violations. In the County, the illegal dumping issue also includes businesses dumping illegally. The Task Force is looking at several options including requiring businesses to submit a plan for material disposal at the same time a building permit is issued. The Task Force feels the discounted dump days/clean-ups are not incentivizing citizens enough to address the problem. Commissioner Ortiz stated the build-up of trash is leading to health issues including infestations, broken glass, and syringes that can lead to personal injury.

   The Task Force is focusing on a long-term solution. Discussions have included putting up wildlife cameras to provide proof of illegal dumping at some of the most common illegal dumping sites. Funding an additional FTE at the Health Department to increase the Department’s capacity to “patrol” the illegal dumping sites and possibly work at night versus a day shift. The Department, in the past, had more FTEs assigned to solid waste program surveillance, but that role shifted to Code Enforcement in the city; the Department now only handles issues in the County. The group is
looking at increasing illegal dumping fees and possibly having perpetrators be responsible for the clean-up of the illegal dumping site. The trash haulers have provided an excellent working relationship with the Task Force and have offered monetary support for special events related to an awareness day about illegal dumping. One of the biggest issues is the lack of support in prosecuting violators. Commissioner Ortiz stated District Attorney Chostner has been verbally supportive of increasing the office's commitment to taking a more active role in addressing issues of violation. The group will continue to work toward impactful solutions to illegal dumping. Overall, the goal is to wrap up the plan and timeline of events by the end of 2018.

D. Public Health Director's Report

Holiday Closure – December 24, 2018
Public Health Director Sylvia Proud informed the Board Christmas Eve falls on a Monday and traditionally the Department is closed half day on December 24. Sylvia requested the Board give PDPHE employees the morning of December 24 off as part of the holiday. Verification of the closure in relation to program needs was reviewed and would not affect program in client-based services, such as WIC.

MOVED by Ed Brown, seconded by Garrison Ortiz, to approve closure of the Department the morning of December 24, 2018.

MOTION CARRIED UNANIMOUSLY

December BOH Meeting Date
The December BOH meeting is scheduled for Wednesday, December 26. Due to the Christmas holiday, it was suggested to move the meeting date to December 19, 2018.

MOVED by Dr. Nerenberg, seconded by Ed Brown, to approve changing the December Board of Health meeting to December 19, 2018.

MOTION CARRIED UNANIMOUSLY

Law Enforcement Assisted Diversion Program
Sylvia provided an update to the Board about the Law Enforcement Assisted Diversion program (LEAD). Pueblo County was awarded a three-year grant for the program and PDPHE is participating in a policy/governing role with the group. This program has started and referrals are occurring; meetings are quarterly.

E. Division Reports

Operations and Health Promotion Division

Financial and Contract Cost Reports
Financial reports for the end of August 2018 were presented to the Board. Revenue exceeded expenditures by $6,019.10.

MOVED by Ed Brown, seconded by Dr. Nerenberg, to accept the monthly financial report as presented.

MOTION CARRIED UNANIMOUSLY

DEPARTMENT CONTRACTS

Health Care Coalition
Through several discussions and fact-finding, it has been established the fiscal officer for the Southern Regional Healthcare Coalition should not be PDPHE. Originally, the development of the healthcare coalitions was intended for distinct operation of a healthcare coalition separate from local health departments. PDPHE originally had taken on the fiscal role because of the convenience related to the operation of the healthcare coalition. An alternate fiscal agent has been arranged through the Colorado Department of Public Health and Environment (CDPHE) and the transfer of
the assigned staff members will continue with the new fiscal agent. This is a request for a contract termination and requires Board review and approval.

MOVED by Ed Brown, seconded by Garrison Ortiz, to authorize the actions necessary to terminate the existing Southern Regional Healthcare Coalition funding agreement with CDPHE.

MOTION CARRIED UNANIMOUSLY

**Budget Hearings**

Discussion occurred regarding upcoming budget hearings for the City and County. Sylvia reported the County's scheduled hearing is October 18; a date with the City has not been scheduled. Level funding was requested from both the City and County. No feedback has been received by either government entity regarding funding allocations. Board members discussed potential uses of the Unassigned Fund Balance. The Board wishes to commit adequate resources for unforeseen events requiring a public health response and/or continuing to build towards a 90-day General Operating Fund reserve. Additional discussion regarding this matter will occur at the October work session. Board members will be sent the current budget policy and Board resolution to review prior to the work session.

**FDA Tobacco Compliance**  
09/30/2018 – 09/29/2019  
$290,187.00

This Contract is between the Colorado Department of Public Health & Environment (CDPHE) and PDPHE. This contract is to enforce the Family Smoking Prevention and Tobacco Control Act. By conducting assigned compliance inspections in identified region(s) and to check tobacco retailer compliance with federal regulations restricting the sale, distribution, access to, and the advertising and labeling of cigarettes and smokeless tobacco to children and adolescents. The Option Letter requires no action by the Board of Health or legal review. (Option Letter #19 FHLA 113185).

**Immunization Core Services**  
07/01/2018 – 06/30/2019  
$26,646.00

This Contract is between CDPHE and PDPHE. This program is to continue to provide core immunization services by increasing and maintaining immunization coverage in Colorado. This Change Letter increases the funding received and requires no action by the Board of Health or legal review. (Grant Funding Change Letter #19 FHHA 113451).

**Amendment 35 Funding Cuts**

Katie Davis reported Amendment 35 relates to the tobacco tax dollars collected in Colorado. There has been a decrease in revenue, but no decrease in tobacco usage rates in Pueblo County. At PDPHE, two grant programs are affected by the decrease in funding. First, the tobacco program was assessed an $8,000 cut in funding. Basically, the reduction will not affect staffing, but can be covered by reducing the line items for local incentives and media campaigns. The other program affected is the Cancer Cardiovascular Pulmonary Disease (CCPD), more specifically the Healthy Food and Beverage program and a new program working on breastfeeding friendly policies in worksites. CCPD was cut by $18,000. The cuts will not affect staffing, but will affect some program activities to meet the change in funding.

**Environmental Coordinator Program**

Katie Davis reported a review of the effectiveness of the Department's Environmental Coordinator Program is being completed. The efforts of the program have been providing a service of clean-up events throughout the year. The review of the program is to ensure the impact of the events for the community are useful. Program partners and Department leaders will be reviewing the options available over the next couple of months to brainstorm a plan on moving forward with the position. Discussion occurred that supporting the Trash Task Force with needs could be included and/or specifically target large item/electronic disposal in the community.
Community Health Services Division
Update on Pediatric Clinics
As previously reported to the Board of Health, information had been received that funding to the Maternal and Child Health clinics were in jeopardy of discontinuation. Multiple meetings and one-on-one conversations with the clinic providers have led to different opportunities and the restoration of the funding to maintain the clinics. As a result, restored funding is being authorized and will keep the clinics scheduled as previously planned at PDPHE.

Environmental Health and Emergency Preparedness Division (EHEP)
Homeless Update
PDPHE was contacted by City law enforcement because of a disturbance at a homeless feeding site across from bus depot. PDPHE was unaware of the site. There are three different known community groups that are feeding the homeless on the weekends. Primarily, the groups are associated with churches, etc. One group is providing the food utilizing the coverage provided by the Cottage Food licensing; the group is handing out pre-packaged items, etc. Everybody Counts, another church group is using the parking lot at the former rescue mission on 4th Street to distribute food. Currently, this group is getting all food donated from licensed facilities and redistributing. A third group, In Faith Street Ministry Group, is the group involved with the issue reported by law enforcement. The group is very resistant to following rules and PDPHE staff members have attempted to build a relationship to work toward compliance, but to no avail. The last discussion held with the group suggested PDPHE should contact the ministry leaders’ attorney. The goal is to get the groups to utilize a licensed kitchen to prepare food rather than preparing in home kitchens, which is occurring now. This is information for the Board in the event further issues occur and the situation becomes a complaint and/or media issue.

F. Old Business
Board members were reminded to complete the Board of Health survey that went out by email.

G. New Business
None.

MOVED by Donald Moore, seconded by Garrison Ortiz, to adjourn the Board of Health meeting.

MOTION CARRIED UNANIMOUSLY

The next regular BOH Work Session meeting is scheduled for Friday, October 12, 2018, at the Health Department, Third Floor Conference Room C, at 9:00 to 11:00 a.m.

The next regular BOH meeting is scheduled for Wednesday, October 24, 2018, at the Health Department, Third Floor Conference Room C, at 12:00 noon.