Board of Health AGENDA

A Board of Health meeting will be held Wednesday, April 24, 2019, 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 March 27, 2019

C. 12:10 – 12:15 pm – Public Comment

D. 12:15 - 12:20 pm - Public Health Director’s Report
   ➢ Orientation for New Director Update

E. 12:20 – 12:50 pm - Division Reports

   Operations & Health Promotion Division
   ➢ Monthly Financial Report
   ➢ Contracts

   Community Health Services Division
   ➢ Nexgen Contract

   Environmental Health and Emergency Preparedness
   ➢ Onsite Wastewater Treatment Systems (OWTS) Update

F. 12:50 - 12:55 pm - Old Business
   ➢ Ratify Public Health Director’s Contract

G. 12:55 - 1:00 pm - New Business

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The regular Board of Health meeting was held at the Pueblo Department of Public Health and Environment on March 27, 2019, 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  
           Garrison Ortiz, County Commissioner

Excused Absence: Donald Moore, CEO, Pueblo Community Health Center

Legal Counsel:  Peter Blood, Assistant County Attorney

Staff Present:  Lynn Procell, Interim Public Health Director/Community Health Services Division Director  
                 Chad Wolgram, Environmental Health and Emergency Preparedness Program Manager  
                 Katie Davis, Operations and Health Promotion Division Director  
                 Georgia Alfonso, Fiscal Officer  
                 Ramona Chisman-Ewing, Executive Assistant  
                 Nicole Cawrse, Andrea Crockenberg, Shylo Dennison, Sarah Joseph, Aaron Martinez, Sarah Martinez,  
                 Alicia Solis, Dee Speier, Zak VanOoyen

Guests:  Randy Evetts, Public Health Director Designate, and Darian Horvat, CSU-Pueblo nursing student

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. A request was made to add grant information to the Public Health Director’s Report.

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

   MOTION CARRIED UNANIMOUSLY

B. Approval of Minutes

   MOVED by Ed Brown, seconded by Garrison Ortiz, to approve the February 27, 2019, BOH meeting minutes as submitted.

   MOTION CARRIED UNANIMOUSLY

C. Special Recognitions

   The following employees were recognized for their years-of-service to the Department: Nicole Cawrse, 5 years; Sarah Joseph, Lynn Procell, and Dee Speier, 20 years. Congratulations everyone!

D. Public Comment

   None

E. Featured Presentation

   CHIP (Community Health Improvement Plan) / Strategic Plan

   Operations and Health Promotion Division Director Katie Davis and Program Manager Shylo Dennis gave a CHIP and Strategic Plan update to the Board. The five pillars the Department is focused on are the following:

   - Workforce: retention, cross-training for staff members, and minimal training requirements
   - Population Health: CHIP, Population Health measures
   - Excellence: Quality Improvement, reaccreditation, customer satisfaction surveys
   - Engagement: Department branding, updated website, and community member survey
   - Sustainability: financial management policies, processes and programs

   There are 26 performance measures across four of the above pillars and 14 division-specific Population Health measures. Updates were provided on high-level performance measures, as well
as specific activities. A community partner survey has been developed and will be distributed the first week in April during National Public Health Week.

The Board was given a CHIP handout outlining the 2018 progress regarding lowering obesity and addressing behavioral health. Elected officials will also be given a CHIP presentation update in the near future.

F. Division Reports

Operations and Health Promotion Division

Financial and Contract Cost Reports

Financial reports for the end of February 2019 were presented to the Board. Revenue exceeded expenditures by $159,574.21.

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

MOTION CARRIED UNANIMOUSLY

DEPARTMENT INFORMATION CONTRACTS:

Family Friendly Pueblo County  4/01/2019 – 1/31/2020  $106,593
This is a contract between CDPHE and PDPHE. This funding will be used to ultimately strengthen economic supports for women and families in Pueblo County. The proposed project seeks to build support for affordable and quality child care, increase opportunity and use of earned income tax credits, and assist businesses with adopting family-friendly policies. Efforts will be implemented in partnership with Children First and EPIC Pueblo. This Task Order is a new contract that was not identified in the 2019 budget. This contract will be staffed with an individual who has a contract ending in the next few months. (Task Order 2019*3604) Pending legal review.

Regional Health Connector  6/01/2019 to 6/30/2019  $8,250
This contract is between Colorado Health Institute and PDPHE. This contract is to extend the work of the Regional Health Connector (RHC), which is to facilitate work to improve the coordination of local services to advance health. This amendment is to increase the length of the contract by one month to June 30, 2019, and increase funding by $8,250. Since the amendment is a time and funding change, it does not require legal review.

MOVED by Michael Nerenberg, seconded by Ed Brown, to accept the above contracts as presented.

MOTION CARRIED UNANIMOUSLY

Public Health Director’s Report

National Public Health Week

The Board was informed of some of the activities taking place during National Public Health Week: April 1-5, 2019. A schedule of events, a description of the staff awards co-workers can nominate each other for, and a flyer for a recycling are contest were given to the Board. An all staff appreciation lunch will be held Thursday, April 4, 2019. From 11:00 a.m. – 1:00 p.m., Board members were invited to attend.

Grant Update

WIC was invited to partner with LiveWell Colorado, so WIC clients can participate in a ‘share’ of fresh produce and vegetables. CSA (Community Supported Agriculture) boxes will be distributed from the Health Department to bring a variety of locally grown fruit and vegetables within reach of lower-income residents in Pueblo County. A pre and post survey will be utilized to quantify the consumption of fruits and vegetables prior to and while receiving the CSA boxes. Cost is covered by the LiveWell grant.

Environmental Health and Emergency Preparedness

Onsite Wastewater Treatment Systems (OWTS) Update

Progress:
- A draft handout titled ‘A Guide for Homeowners’ has been done to assist people who have
septic systems. The guide will help homeowners maintain and protect their septic systems. The guide will also be shared with the Pueblo Association of Home Builders Association, so it can be given to new homeowners who have septic systems.

- Program Manager Chad Wolgram stated he called all of the contractors who attend last month’s meeting and spoke with them regarding their concerns during the February meeting.
- The Department is in the beginning stages of working with Regional Building to come up with a new electronic software system. The software will allow inspectors to generate paperwork in the field to expedite the process of OWTS permitting. The goal is to have progress with the new software within the next three to four months.
- A certified OWTS designer course was offered in Durango – Program Manager Chad Wolgram attended.
- A certified installer course was offered in Boulder – staff members did attend.

G. **Old Business**

Hepatitis A clinics are going well. To-date, over 230 individuals have been vaccinated. The State Health Department has also assisted with funding for these clinics.

H. **New Business**

None

**MOVED** by Garrison Ortiz, seconded by Ed Brown, to adjourn the Board of Health meeting.

*MOTION CARRIED UNANIMOUSLY*

The next regular BOH meeting is scheduled for Wednesday, April 24, 2019, at the Health Department, Third Floor Conference Room C, at 12:00 noon.

Eileen Dennis, Board of Health President  
Lynn Procell, RN, Interim Public Health Director