Board of Health
AGENDA

A Board of Health meeting will be held Wednesday, September 25, 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 August 28, 2019

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

D. 12:15 - 12:20 pm - Public Comment

E. 12:20 - 12:35 pm – Special Presentation – Chemical Demilitarization Update - Presenter: Irene Kornelley

F. 12:35-12:50 pm - New Business
   ➢ Chemical Stockpile Emergency Preparedness Program (CSEPP) Close Out Overview Funding Discussion

G. 12:50- 12:55 pm – Unfinished Business

H. 12:55 – 1:10 pm – Public Health Director’s Report –
   ➢ General Updates
   ➢ Colorado Department of Public Health and Environment (CDPHE) Visit
   ➢ CDPHE Mural Project
   ➢ Packard Site Visits

I. 1:10 – 1:30 pm - Division Reports

   Operations & Health Promotion Division
   ➢ Data-Driven Responses to Emerging Drug Threats Grant
   ➢ Monthly Financial Report
   ➢ Contracts
   ➢ Vaping Illness

   Community Health Services Division
   ➢ Opioid Funding Opportunities
   ➢ Animal Control Meeting with County Attorney
   ➢ Hepatitis A Outbreak and Local Response Update

   Environmental Health and Emergency Preparedness
   ➢ Health Space Cloud-based Conversion
   ➢ OWTS On-line System: Switch to Health Space
   ➢ Solid Waste Meeting Update with District Attorney

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The regular Board of Health meeting was held at the Pueblo Department of Public Health and Environment on August 28, 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
- Donald Moore, CEO, Pueblo Community Health Center

**Excused Absence:**
- Garrison Ortiz, County Commissioner

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

**Phone Attendance:**
- Randy Evetts, Public Health Director

**Staff Present:**
- 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
- Ramona Chisman-Ewing, Executive Assistant
- Vanessa Brazee, Margaret Comstock, Sarah Joseph, Ron Sasaoka, Zak VanOoyen, Chad Wolgram

**Guest:**
- Kevin Keilbach, *HUB International*

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 Michael Nerenberg, seconded by Donald Moore, to approve the Agenda.

   **MOTION CARRIED UNANIMOUSLY**

B. **Approval of Minutes**

   **MOVED** by Donald Moore, seconded by Michael Nerenberg, to approve the July 24, 2019, BOH meeting minutes as submitted.

   **MOTION CARRIED UNANIMOUSLY**

C. **Special Recognitions**

   Community Health Services Program Manager Zak VanOoyen was recognized for five years of service to the Department. Congratulations Zak!

D. **Public Comment**

   None

E. **Special Presentation**

   **Liability Insurance Review/Update**

   HUB International representative Kevin Keilbach presented an overview and update to the Board regarding the Department's property and casualty insurance. Insurance coverage includes general liability (including cyber protection), automobiles, worker's compensation, employer's liability, public officials and employment practices, environmental and energy, employee benefits, crime, and commercial property and equipment breakdown. The Department is covered under the Colorado Governmental Immunity Act, which protects the Department under the governmental immunity act limiting judgements set forth under the act for certain claims. The question was asked if the Department would save money if the deductibles were increased. Kevin informed the Board for the most part the savings in premiums would be minimal and not worth raising the deductibles.
**Continuity of Operations Plan (COOP) – Board of Health’s Role**

Environmental Health and Emergency Preparedness Division Director Jody Carrillo introduced the regional Emergency Preparedness and Response (EPR) team to the Board: Vanessa Brazee, Margaret Comstock and Ron Sasaoka. EPR Generalist Vanessa Brazee gave the BOH an overview of the Department’s COOP (Continuity of Operations Plan). The COOP is a collection of resources, actions, procedures, and information developed, tested, and held in readiness for use in the event of a major disruption of operations at the Health Department. COOP planning helps prepare PDPHE to maintain mission critical operations after any emergency or disaster. The Board’s role in a COOP event would be as follows:

- **Receive Information** - Public Health Director would give situational updates to the Board
- **Provide Additional Feedback or Guidance** - Public Health Director would make timely decision for public impact and economic impacts
- **Board of Health** - Public information disseminated via Public Health Director and possibility of public speaking engagements

Board members will be informed when the COOP plan is revised and updated for review and approval in the future.

**F. New Business**

**Financial Management Policy and Resolution**

The Board was given a copy of the proposed financial management policy at the July BOH meeting. More discussion regarding this policy took place at the August 9, 2019, work session. It was suggested to make this a policy and resolution in order to track the implementation history of this policy.

MOVED by Donald Moore, seconded by Michael Nerenberg, to approve the financial management policy by adoption of the resolution as presented.

**MOTION CARRIED UNANIMOUSLY**

**G. Unfinished Business**

**Fund Balance Allocation**

It was recommended to increase the general operating balance to 85 days and allocate funds to make whole the capital equipment, and core service and emergency policy.

MOVED by Michael Nerenberg, seconded by Donald Moore, to approve the fund balance allocation as presented.

**MOTION CARRIED UNANIMOUSLY**

**House Bill 19-1230 Update**

The Board was informed they can speak about HB 19-1230 as individuals as they wish, but as a Board of Health member, they shall remain neutral. Legal counsel reminded Board members they can provide education, but not lobby for bills. The Department is not aware of any decisions/discussion from elected officials regarding this bill. Colorado Department of Public Health and Environment is leading the way on rules/guidance about HB 19-1230. The Board will be informed as updates become available.

**H. Public Health Director’s Report** – Presented by Katie Davis, Operations and Health Promotion Division Director

**Reschedule November and December BOH Meeting Dates**

Due to the holidays, the following alternative BOH meeting dates were proposed and selected for November and December:

- Tuesday, November 26, 2019
- Wednesday, December 18, 2019

**December 13, 2019 Board of Health Work Session**

The Board work session is scheduled December 13, 2019; due to moving the Board meeting in December, the work session is now less than one week before the regular Board meeting. The Board
was asked if they wanted to cancel the December work session. After discussion, the Board decided to keep the work session as scheduled and possibly cancel it if there is no new budget information from elected officials.

I. Division Reports

Operations and Health Promotion Division

Financial and Contract Cost Reports

Financial reports for the end of July 2019 were presented to the Board. Revenue exceeded expenditures by $162,229.57.

MOVED by Donald Moore, seconded by Michael Nerenberg, to accept the monthly financial report as presented.

MOTION CARRIED UNANIMOUSLY

CONTRACTS:

No contracts to approve.

INFORMATION REGARDING OTHER CONTRACTS OR FUNDING:

Maternal & Child Health (MCH) 10/1/19 – 09/30/20 $ 242,531.

This Contract is between the Colorado Department of Public Health & Environment and PDPHE. This contract is to extend funding to cover costs related to implementing population health strategies and provide services that will measurably impact the health and wellbeing of the MCH population. Also, this program will provide information and resources for community stakeholders and families of Children and Youth with Special Health Care Needs (CYSHCN). There is no change in FTE, and a minimal change in funding. (Contract Amendment #3 2019*2289). No BOH action required. Contract pending legal review.

WIC Program 10/1/19 – 9/30/20 $1,028,546.

This contract is between CDPHE and PDPHE. This contract is to extend the funding to administer the Special Supplemental Nutritional Program for Women, Infants, and Children (WIC). The Pueblo WIC Office will continue do the oversite for Las Animas and Huerfano Counties and Bent County. The overall funding is an increase of $50,819, of which $14,155 is designated for WIC staff to attend a state meeting, the other is to compensate for an increase in personal costs. (Contract Amendment #1 20 FHLA #140890). No BOH action required. Contract pending legal review.

Community Health Services Division

Cannabis Forum

The Department hosted a cannabis forum, specifically for providers, was held at the Department August 8, 2019. Presenters included local emergency room physicians and an addiction physiatrist.

Human Trafficking Forum

A human trafficking forum, specifically for providers, was held at the Department August 12, 2019. Approximately 45 people attended the forum. Information data and points of awareness were presented. Information on how to assist suspected trafficking victims was also provided.

Animal Control Issues

Since the change in agencies responsible for animal control has taken place, and the duties stipulated in the new contract, some important issues have arisen. In the past, 100 percent of all animals that bit someone were followed up on. An animal would be quarantined in the home for 10 days and also followed up on. Now no one is following up on quarantines; only three percent of cases are being followed up on. Another issue is animal control will no longer decapitate large dogs who bit someone, aren’t vaccinated, and might possibly carry rabies. The Department is working with local veterinarians to find assistance to do the large animal decapitations. Animal control will no longer collect bats either. The USDA will pick up bats if they have had contact with a person or pet, but not under any other circumstances. In the past, animal control would respond to bats found in homes, but with no human contact, and capture and release the bat(s). As a result, citizens are frustrated and angry that no one will assist with bat removal. People have also been calling the Department to report an aggressive animal stating, animal control gave them the Department number to call. There is a meeting scheduled
with animal control to try to fix some disconnect in these areas to ensure the safety of the community. The Board will be kept updated on this issue.

**Environmental health and Emergency Preparedness Division**

**OWTS (Onsite Waste Water Treatment Systems) Update**

The Department is continuing to work with Regional Building to implement new OWTS software. The server was hacked and the pilot project was put on hold, but last night, an email was received to start the pilot project again and enter information into server. The new system is not at a point for customers to access the system to check on completed inspections. The goal is to have the system up and running by mid-September. Alternative software, Health Space, is assisting the Department through the ‘cloud’ and will inform the Department about services it can offer for the OWTS program. The Title of Transfer program is booming. Companies doing OWTS inspections are informing the Department of systems that are failing and coming up with solutions to avoid holdups for the sale of real-estate. Currently, OWTS drawings are being uploaded into the Pueblo County Assessor site within three days. Two additional staff members are now certified to do inspections for title of transfers. All OWTS permits are now being saved to SharePoint to eliminate paper.

The next regular BOH meeting is scheduled for Wednesday, September 25, 2019, at the Health Department, Third Floor Conference Room C, at 12:00 noon.

**MOVED** by Donald Moore, seconded by Michael Nerenberg, to adjourn the Board of Health meeting.

**MOTION CARRIED UNANIMOUSLY**

Eileen Dennis, Board of Health President  
Randy Evetts, MPA, Public Health Director