

Board of Health AGENDA

A Board of Health meeting will be held **Wednesday, January 22, 2020**, 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 **December 18, 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** – Accreditation Update - Presenter: Shylo Dennison
- F. 12:35-12:40 pm - **New Business**
- G. 12:40- 12:45 pm – **Unfinished Business**
- H. 12:45 – 1:00 pm – **Public Health Director’s Report**
 - Sunshine Law
 - NACCHO Conference
 - Community Health Services Division Director Update
 - General Updates
 - Review Calendar and Upcoming Board of Health Meetings
- I. 1:00 – 1:30 pm - **Division Reports**

Operations & Health Promotion Division

- Monthly Financial Report
- Contracts
- Tobacco Policy Updates
- Marijuana Hospitality Presentation Updates

Community Health Services Division

- Flu Update
- Hepatitis A Update

Environmental Health and Emergency Preparedness Division

- Onsite Wastewater Treatment Systems Fine Process
- OWTS Stakeholder Meeting

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The regular Board of Health meeting was held at the Pueblo Department of Public Health and Environment on December 18, 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
Donald Moore, CEO, Pueblo Community Health Center
Ed Brown, City Council Member
Garrison Ortiz, County Commissioner

Legal Counsel: Marci Day, Assistant County Attorney

Staff Present: Randy Evetts, 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, Budget and Finance Director (by phone)
Ramona Chisman-Ewing, Executive Assistant

Alicia Solis, Kristy Toupal

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. Public Health Director Randy Evetts requested to add the proposed strategic planning process to his report in order to reserve dates with the BOH to meet. A request was also made to add a measles update to the Community Health Services Division report.

MOVED by Garrison Ortiz, seconded by Donald Moore, to approve the Agenda.

MOTION CARRIED UNANIMOUSLY

B. **Approval of Minutes**

Dr. Nerenberg stated the following correction to the November 26, 2019 meeting minutes under Public Comment:

~~The use of some of the funds to clean up the homeless camp sites, is being investigated.~~ **Minutes corrected at December 18, 2019 Board meeting as follows:** Some of the funds will be utilized to offer temporary employment to homeless individuals to help clean up some illegal dump sites. Cooperative Care will serve as the hiring agency and will work under a subcontract.

MOVED by Michael Nerenberg, seconded by Donald Moore, to approve the November 26, 2019, BOH meeting minutes with the above correction.

MOTION CARRIED UNANIMOUSLY

C. **Special Recognitions/Celebrations**

None

D. **Public Comment**

None

E. **Special Presentation**

2020 Budget Approval

The Board received an overall summary of the 2020 Department budget, which includes projected revenues and expenses by each Division. The budget was built from the program level up. The budget was a zero-based budget development process. BFO met with all program managers and explored in depth their projected expenses for the year. The budget is a balanced budget with no use of committed general operating reserves.

- The 2020 budget reflects:
 - Payout for two projected retirements
 - An increase in PERA contribution starting in July 2020
 - An increase in liability insurance- carriers are reticent to cover some of our programs and activities
 - An increase in the CDPHE approved indirect rate of 1%
 - New Pueblo County Partnerships for Data grant
 - Data analysis software expense
 - Public health epidemiologist position
 - Funding to support the work of the Trash Task Force
 - Purchase surveillance cameras
 - A full-time environmental health worker
 - Three food service-related grants have been awarded to support improved food safety, food service inspector capacity (Spanish), and Food safety manager training.
 - Partial loss of funding for the Adolescent Pregnancy Prevention program

Other Budget Notes:

- PDPHE received very little funding from CDPHE for communicable disease, therefore City and County allocations will help to support this function.
- Opioid education and outreach funding ends in September 2020; additional grants are being sought
- Funding for Maternal Child Health specialty clinics is limited and does not cover the total expenses. PDPHE will assess these programs in 2020. These programs cover an important gap in the community and therefore it may be important to continue the clinics even if they are not self-sustaining.

Board member Garrison Ortiz suggested contacting the County to explore the possibility of including the Health Department in their liability insurance. This might make it easier to get the appropriate coverage and may also provide a better rate to the Health Department. Budget and Finance Director Georgia Alfonso will contact the County to investigate this further. Budget and finance personnel were recognized and thanked for their efforts to develop this budget.

MOVED by Donald Moore, seconded by Michael Nerenberg, to approve the 2020 Department budget as presented.

MOTION CARRIED UNANIMOUSLY

F. **New Business**

None

G. **Unfinished Business**

None

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

General Updates

Public Health Director updated the Board about the following:

- Community Health Services Division Director Lynn Procell will retire January 31, 2020; The position vacancy has been posted
- February 2020 solid waste and pool regulations will be discussed at the BOH work session
- Proposed 2020 strategic planning process timeline for accreditation was given to the Board for review
- Proposed to use February 14, 2020, work session to develop strategy for Department strategic planning; the work session will be extended from 9:00 a.m. - 1:00 p.m. to develop goals
- The April work session will include any final adjustment to the Strategic Plan
- Staff time will be spent on the SWOT (Strength, Weaknesses, Opportunities, Threats) analysis, goal setting, and outcomes and measures based on staff driven/decision process
- A preliminary strategic plan will be presented to the BOH in May so that major strategy changes including personnel, technology, and equipment can be included in the budget proposal to the City and County in June 2020.

Legislative Updates

Preliminary work is started for the 2020 Legislative session. Colorado Association for Local Public Health Officials and Jennifer Miles are continuing to monitor bill development and will be sharing information with local public health associations. There are some specific bills being introduced around raising the age to 21 for tobacco purchases as well as other bills related to substance use. The BOH will be updated on pertinent bills as they are introduced.

I. **Division Reports**

Operations and Health Promotion Division

Financial and Contract Cost Reports

Financial reports for the end of November 2019 were presented to the Board. Revenue exceeded expenditures by \$82,344.19.

MOVED by Donald Moore, seconded by Ed Brown, to accept the monthly financial report as presented.

MOTION CARRIED UNANIMOUSLY

CONTRACTS:

None

INFORMATION ABOUT OTHER CONTRACTS OR FUNDING:

Laboratory Tracking and Beyond 1/1/20 – 6/30/20 \$45,000

This contract is between the Colorado Department of Public Health and Environment (CDPHE) and PDPHE. This contract allows for the expansion of water testing services performed in PDPHE's lab and to provide data to CDPHE on the results of the testing. To date, the Department has not received the actual contract, but has received confirmation of the award. This contract was added to the 2020 budget, and the Board was informed of this new funding source. Since the contract is under \$50,000 it does not require Board of Health approval.

MRC Operational Readiness Award 1/31/2020 – 12/31/2020 \$7,500

This contract is between NACCHO and PDPHE. This contract is to purchase readiness supplies for the Medical Reserve Corps (MRC). To date, the Department has not received the actual contract, but has received confirmation of the award. This contract was added to the 2020 budget, and the Board was informed of this new funding source. Since the contract is under \$50,000 it does not require Board of Health approval.

Community Health Services

Measles Update

A family with children was visiting out of the country; the family returned through LAX and landed in Denver, CO. The children arrived very sick and were taken to Children's Hospital in Denver and diagnosed with measles. Overall, Pueblo's MMR vaccination rates are higher than the state's average. There are no current measles cases in Pueblo.

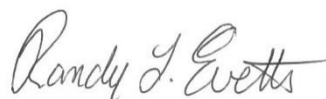
The next regular BOH meeting is scheduled for Wednesday January 22, 2020, at the Health Department, Third Floor Conference Room C, at 12:00 noon.

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

MOTION CARRIED UNANIMOUSLY



Eileen Dennis, Board of Health President



Randy Evetts, MPA, Public Health Director