

Board of Health AGENDA

NOTICE REGARDING COVID-19 (Novel Coronavirus): To adhere to COVID-19 social distancing precautions, all on-site public Board of Health meetings are postponed until further notice. To allow access to this meeting, and future Board of Health meetings, call 719-583-4513 for more information.

The Board of Health meeting will be held **Wednesday, May 27, 2020, at 12:00 noon by ZOOM.**

- A. 12:00 - 12:05 p.m. – Call to Order and Approval / Changes to Agenda **(Action Required)**
- B. 12:05 - 12:10 p.m. – Approval of Board of Health Meeting Minutes held **April 22, 2019 (Action Required)**
- C. 12:10 – 12:15 p.m. – **Special Recognitions/Celebrations**
- D. 12:15 - 12:20 pm - **Public Comment**
- E. 12:35 – 12:50 p.m. - **COVID-19 Update**
 - Overview of Current Work- Randy Evetts
- F. 12:50-12:55 pm - **New Business**
- G. 12:55- 1:00 pm – **Unfinished Business**
- H. 1:00 – 1:10 pm – **Public Health Director’s Report**
 - General Updates – Randy Evetts
- I. 1:10 – 1:25 pm - **Division Reports**

Operations & Health Promotion Division

- Monthly Financial Report – Georgia Alfonso **(Action Required)**
- Contracts – Georgia Alfonso **(Action Required)**
- Funding Changes/Budget Implications

Environmental Health and Emergency Preparedness Division

- Onsite Wastewater Treatment Systems (OWTS) Variance Request

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The Board of Health meeting was held by a phone-in conference call April 22, 2020, at 12:00 noon.

Board Members

Present: Donald Moore, Board President
Michael J. Nerenberg, Board Vice President
Ed Brown, City Council Member
Eileen Dennis, Board Member

Absent: Garrison Ortiz, County Commissioner

Legal Counsel: Marci Day, Assistant County Attorney

Administrative Staff

Members Present: Randy Evetts, Public Health Director
Maria Telfer, Community Health Services Division Director
Katie Davis, Operations and Health Promotion Division Director
Georgia Alfonso, Budget and Finance Director
Dr. Christopher Urbina, Medical Officer
Ramona Chisman-Ewing, Executive Assistant

Staff Members: Zak VanOoyen

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

Board President, Donald Moore, called the meeting to order and asked for approval of the Agenda.

MOVED by Eileen Dennis, seconded by Michael Nerenberg, to approve the Agenda.

MOTION CARRIED UNANIMOUSLY

B. **Approval of Minutes**

MOVED by Michael Nerenberg, seconded by Eileen Dennis, to approve the March 25, 2020, BOH meeting minutes as submitted.

MOTION CARRIED UNANIMOUSLY

C. **Special Recognitions**

Cheryl Reid was selected posthumous to receive the 2020 Public Health Champion award. Cheryl was always a champion for community causes involving prevention and substance abuse. Cheryl worked for Crossroads' Turning Points for several years and most recently as the Director of Prevention. At a later date, her family and the community will be notified of her receiving this award.

Executive Assistant Ramona Chisman-Ewing was acknowledged by Randy and the Board in celebration of Administrative Professional Day. Randy on behalf of the Board and Senior Management Team thanked her, and all the Administrative Assistants, who work for the Department.

D. **Public Comment**

None

E. **COVID-19 Update**

The following updates were given to the Board regarding the COVID-19 response:

- Public Health Director Randy Evetts informed the Board PDPHE staff members are filling a variety of rolls in the COVID-19 response. Staff members have been willing to respond immediately when needed Strategic National Stockpile supplies arrive, as call takers, staffing testing sites, enforcing public health orders, etc.
- The first community testing site opened this morning for critical workers, first responders, health care workers, and those over 65 who are symptomatic. This testing site can test 250 people per day. At the time of this meeting, 87 cars had presented at the testing site. The site will operate

- three days a week with the possibility of opening seven days a week if needed.
- Other groups are working on pre-care facilities (non-congregate care) for people who are at high risk or homeless, but not requiring hospitalization; currently, funding support is only for non-congregate care.
- People at the Emergency Operations Center are exploring options for congregate care through Triple Aim. Researching various opportunities if the need arises such as using local hotels, etc.
- Community partners such as St. Mary-Corwin Medical Center, Parkview Medical Center, Pueblo Community Health Centers, AMR, fire and law enforcement, including the City and County have all stepped up to assist when need in one way or another.
- Department morale mirrors most organizations; people are tired and have concerns about employment issues, funding etc.
- Eileen Dennis asked about the hair and nail salon industry and voiced concerns about protecting clientele when they reopen. This type of business falls into the personal service area; this is an area for which details are being worked out regarding reopening in a safe manner for both the clients and those providing the service. There are no clear reopening guidelines in place yet for these service industries. General precautions such as wearing masks, sanitation practices, etc., will still stand.
- Michael Nerenberg asked about testing wastewater as an indicator of COVID-19 in communities. Dr. Urbina stated there are lots of testing strategies being investigated and this idea, or a piece of it, could be put into the 'road map.' The challenge is to develop surveillance and testing strategy to answer questions; mapping out a 'strategic testing roadmap' will be necessary. Right now, the nasal swab test is being used to determine positive cases. Asymptomatic people need to be considered in the strategic planning also. Thinking about the broad picture is necessary and not just one indicator in order to get a broad picture of this disease.
- Community Health Services Division Director Maria Telfer updated the Board about the Communicable Disease (CD) case investigation and contact tracing. To date, the CD team has conducted over 90 case investigations, which includes who they were in contact with and where they have been. Community outreach is vital. The initial CD team involved two staff members, was increased to six, and now it will again be increased to twelve, due to the new added testing sites. Further expansion of the team might utilize Department health educators, MRC volunteers, etc. In addition to testing, contact tracing and investigation – clinical background is useful along with training – interview skills are vital for case investigations. With proper training, Department nonclinical staff members can be very useful.
- Operations and Health Promotion Division Director Katie updated the Board about the public health order enforcement activities and the number of COVID-19 complaints (non-essential business being open, etc.). She also highlighted the philosophy for enforcement and the Notice of Violation (NOV) process. Below are the current numbers pertaining to complaints and NOV's:
 - 62 Complaints – March
 - 160 Complaints – April
 - Number of Notice of Violations (NOV) Issued: March – 9
April – 37

Katie informed the Board of the enforcement protocols for COVID complaints. When a complaint is received, a phone call is made to the business owner/manager to resolve the issue. If further complaints are received about the same establishment, then an on-site inspection is made. Lastly, if further action is needed an NOV is issued. Further steps could involve reporting the establishment to the District Attorney and working with the City and/or County on a civil action if needed. These steps would be a last resort, as education is the best solution. Guidelines are being developed, as the 'reopening' of businesses takes place based on the Governor's guidelines. Obtaining clarification and developing guideline checklists for different sectors/places of business, regarding sanitation, etc. is being done. Time is short, as some reopenings will happen Monday and businesses are asking for guidelines. In order to have a state-wide or regional approach Dr. Urbina is assisting with connecting to Larimer County to see what templates, advice, etc. they have been working on. Eileen Dennis asked Katie if DORA would be involved in the reopening of hair salons, etc. Katie said she would investigate this question further. Donald Moore thanked Dr. Urbina for his assistance, support, and knowledge as the Department navigates its way through this public health crisis.

- The Board was informed of staffing assignment updates. Staff members are assisting with the COVID-19 response by doing job assignments they normally would not do; this includes WIC

personnel. Several staff members are alternating working days by either responding to COVID-19 issues or working from home in their programs. Access to the building is still limited to the public; masks are required. Randy also informed the Board that open positions, due to retirement or resignations, are not being filled. A temporary hiring freeze has been put into place until the Department's future financial situation is known. Revenue funding is being reduced at the federal and state level. The Department is trying to be proactive for the possible financial fallout.

- Business and Finance Director Georgia Alfonso gave an update to the Board. The Department does have the ability to track COVID-19 expenses. Covid-19 personnel expenses in March were \$75,000. Certain positions such as WIC personnel cannot be billed toward the WIC program if they are working in other positions. Travel and meetings have been postponed for March, April, May and June. As a result, the indirect for these programs will be lost, as the events will not take place and the program contracts end in June. There will be a loss of indirect in the amount of approximately \$30,000. The FDA Tobacco Program is the only program that has given a stop work order. The staff members assigned to this program are being used elsewhere for Department/COVID-19 response work. CDPHE did receive funding from CDC; the Department's portion will be \$162,000.
- Donald Moore asked how long before the Department becomes worried about cash flow? Georgia responded that currently 'cash flow' is secure. WIC is the Department's largest grant and those staff members can continue to work from home or remotely, so that program is good. Trying to predict next year's budget is going to be a challenge and is unknown at this time. Georgia is taking it month to month right now. The Department might have to use reserves, if necessary. The Department has worked diligently for the last five years to ensure the reserves are able to sustain the Department for a few months if necessary.
- Medical Officer Dr. Urbina thanked everyone for their hard work as these are unknown and new areas for everyone involved in the COVID-19 response.

F. **New Business**

None

G. **Unfinished Business**

None

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

General Updates

- Most of staff members time is spent on COVID-19 issues.
- The Department continues to move forward with strategic planning and working on objectives; The strategic plan will be presented to the BOH in the near future.
- The Department continues to conduct work as normal while planning for the future and what the fall season will bring as far as COVID-19 and Flu issues.

Board member Eileen Dennis acknowledged staff members have a lot going on, are getting tired, but they continue to do a great job in their day-to-day duties, either by zoom or other new venues to complete their tasks.

I. **Division Reports**

Operations and Health Promotion Division

Financial and Contract Cost Reports

Financial reports for the end of March 2020, were presented to the Board. Expenditures exceeded revenue by (\$14,612.73).

MOVED by Michael Nerenberg, seconded by Eileen Dennis, to accept the monthly financial report as presented.

MOTION CARRIED UNANIMOUSLY

Audit Update

The Department audit is planned for the first week in May. Due to the COVID-19 situation, as much financial information as possible will be reviewed electronically, so when the auditor does come it, it will be a brief and efficient review.

INFORMATION REGARDING OTHER CONTRACTS OR FUNDING:

Environmental Protection Agency (EPA) Extended to 12/31/2022 \$4657,257

This is a contract between EPA and PDPHE. This program is to continue Lead Characterization and Risk Reduction at the Colorado Smelter Site. No addition FTE will be hired. This is an Amendment with only date and amount changes. No BOH action or legal review is required.

Donald Moore asked if the COVID-19 situation slowed down work being done by the EPA. Randy Evetts has met with Denver regional partners and outside work may continue; inside lead mitigation has been put on hold for now. To date, there has been no recent news regarding the diesel plume cleanup in the grove area; funding is still being sought for this project. Any new updates received will be presented to the Board.

Family Planning 4/1/2020 – 6/30/2020 \$13,828

This is a contract between CDPHE and PDPHE to provide services to reduce unintended pregnancy by insuring access to quality reproductive health service. This is an Option Letter with only date and amount changes. No BOH action or legal review is required. (Option Letter #6, 2017*0053, 15 FLA 67049)

Communities That Care 3/25/2020 – 6/30/2020 \$21,999

This Contract is between CDPHE and PDPHE. This program is to continue to identify evidence-based or evidence-informed youth substance abuse strategies and implement sustainability. This is an Option Letter with only date and amount changes. No BOH action or legal review is required. (17 FHLA 89333 Option Letter #2 2017*0138).

Ed Brown thanked Department staff members who attend the Community Advisory Group meetings; PDPHE staff members do a great job.

Health Space Update

Having time to test the features of the HealthSpace software has been a challenge, but progress is being made and meetings with software provider continue.

The next regular BOH meeting is scheduled for Wednesday May 27, 2020, at 12:00 noon.

MOVED by Eileen Dennis, seconded by Michael Nerenberg, to adjourn the Board of Health meeting.



Donald Moore, Board of Health President



Randy Evetts, MPA, Public Health Director