

The regular Board of Health meeting was held at the Pueblo Department of Public Health and Environment on December 28, 2022, in the Third Floor Conference Room C, at 12:00 noon.

Board Members

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

Excuse Absence: Eppie Griego, County Commissioner

Legal Counsel: Marci Day, Assistant County Attorney

Administrative Staff

Members Present: Randy Evetts, Public Health Director
Katie Davis, Deputy Director
Georgia Alfonso, Budget, and Finance Director
Chad Wolgram, Environmental Health Director
Denise DeNardo, Human Resources Manager
Maria Telfer, Community Health Services Director
Ramona Chisman- Ewing, Executive Assistant

Medical Officer: Dr. Brad Roberts

Staff Members: Trysten Garcia, Olivia Leyva, Joseph Philips, Alicia Solis, Rebekah Lazariuk, Nikayta Neu, Melinda Sentance, Kristy Toupal, Ruth Wiseman

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

MOTION CARRIED UNANIMOUSLY

B. **Approval of Minutes**

MOVED by Eileen Dennis, seconded by Ed Brown, to approve the November 23, 2022, BOH meeting minutes as submitted.

MOTION CARRIED UNANIMOUSLY

C. **Public Forum**

None

D. **Action Items**

Final 2023 Budget Approval

Budget and Finance Director Georgia Alfonso presented the final 2023 Department budget to the Board for their approval. This budget was also presented to the Board at the November 28, 2022, work session. Since that discussion, there have been a couple of changes to the overall budget. The Department received a couple of grants that were added to the budget in addition to getting a reduction in Emergency Preparedness and Response funding. Those changes were reflected in the budget presented to the Board. The Board also requested two scenarios that will affect the 2023 budget. The first scenario shows an 8% increase in compensation to all staff, the other show a 10% increase to all staff. The difference between the two scenarios presented is \$81,500.

MOVED by Michael Nerenberg, seconded by Eileen Dennis, to approve the 2023 Department budget, to include a 10% compensation raise for all staff.

MOTION CARRIED UNANIMOUSLY

Employee Handbook Approval

Human Resource Manager Denise DeNardo reviewed with the Board the proposed changes to the employee handbook. A draft of the employee handbook was sent out to the Board by email a few weeks ago. A list of the suggested revisions was included in the e-mail and since then Denise also had two additions to report. The two items that have come up since the original document was sent to the Board of Health pertain to section 8.1 Alcohol and Drug: the Department has a drug and alcohol policy, but added verbiage from the Federal Drug Free Workplace Act. The other change pertains to section 7.19 Political Participation: added the word 'partisan' in paragraph six for people who want to run for office. Attorney Marci Day noted Denise worked very hard to get these changes done before the end of the year. Director Evetts also informed the Board, the changes were reviewed by County attorneys, the County's contract HR attorneys, and Employers Council.

MOVED by Michael Nerenberg, seconded by Ed Brown, to approve the revisions to the Employee Handbook as presented effective January 1, 2023.

MOTION CARRIED UNANIMOUSLY

E. Budget and Finance

Financial and Contract Cost Reports

The November 2022 Financial Report was presented to the Board. Revenues exceed expenses by \$142,774.79. Budget and Finance Director Georgia Alfonso stated the Department's budget is in line with projections for this time of year. The balance sheet shows unassigned reserves of \$5,000. The deferred income came from an approximate \$400,000 SEP fine levied against a community organization by CDPHE. PDPHE is working with the state and the City to determine how to best utilize these dollars to the community's benefit. Also, the Colorado Health Foundation awarded funds up front for a multi-year grant, resulting in some of the dollars being held in deferred revenue for now. These two situations account for a majority of the \$500,000 in deferred revenue.

MOVED by Eileen Dennis, seconded by Ed Brown, to accept the November 2022, financial report as presented.

MOTION CARRIED UNANIMOUSLY

Contracts – Information Only

<u>Mobilizing and Preventing STIs (MAPS)</u>	<u>1/1/2023 – 12/31/2023</u>	<u>\$100,000</u>
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This contract is between CDPHE and PDPHE. This program is to provide education on reducing the spread of sexually transmitted infections (STIs), Human Immunodeficiency Virus (HIV), and Viral Hepatitis (VH) by raising awareness of disease prevention in the identified populations through evidence-based community mobilization strategies. This agreement is a Contract Amendment to continue a current program; there is no legal review or Board of Health action required (Contract Amendment #1 2022*3810).

F. BOH Updates/Reports

Public Health Director's Report Updates

- A new clinic manager was hired for Community Health Services who will start in January 2023.
- Last month the Board approved the civil penalty process, and it was utilized within a few weeks of approval. The \$500 penalty was for a restaurant that failed its routine inspection and three subsequent reinspections. The business was allowed to use the penalty to replace the faulty prep cooler. As a result, the restaurant has reopened and is back in business.
- In the past four weeks, Environmental Health conducted 102 retail food inspections; 7 reinspections; and had 3 closures.
- The Department will be sponsoring a tree recycling event January 5 - 8 and 12 -15, 2023.
- The Department's diversity equity and inclusion work is moving forward; Director Evetts introduced Equity Coordinator Olivia Leyva who is coordinating the Department's efforts. PDPHE is also engaging a contractor to conduct organizational assessments and provide training for staff members starting in January 2023.
- COVID numbers continue to decline, about 162 per 100,000 and positivity is 8.6%; last month it was closer to 12 or 13% positivity.

- The COVID testing site is now closed, resulting in fewer test results being reported to PDPHE. Therefore, the positivity rate and case numbers per 100,000 are not as accurate as they once were.
- Hospital COVID numbers are coming down. Parkview hospital reports 13 cases in-house today, but they continue to report a few COVID-related deaths. RSV numbers are also declining (7 in-house today), but flu hospitalizations are increasing (21 in-house today). In total, Parkview has 43 patients who have respiratory illnesses. St. Mary-Corwin hospital reported 1 COVID in-house today.
- China is having a major outbreak currently of an omicron variant. PDPHE is monitoring the situation, but at this point across Colorado, numbers are coming down for COVID.

Board member Michael Nerenberg asked Environmental Health Director Chad Wolgram how the restaurant owner responded to the \$500 civil penalty process fine. Chad replied they responded well, and were appreciative they could use the fine to make improvements or for training or other things depending on what they needed. Donald Moore also asked about the status of the on-line bill paying HealthSpace system that allows people to pay online for Environmental Health program fees. Chad stated clients are invoiced and then can go online and pay. Clients can also submit their applications for septic systems. There are still some minor issues to work out, but overall, things are working. PDPHE is one of the first health departments in Colorado to use HealthSpace, and a lot of other counties have now come on board. The state health department is also using Health Space for restaurants, schools, and childcare.

The Board thanked the Department for the great work it has done in 2022, including switching to electronic Board of Health equipment instead of paper.

The next regular BOH meeting is scheduled for Wednesday, January 25, 2023, at 12:00 noon.

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

MOTION CARRIED UNANIMOUSLY



Donald Moore, Board of Health President



Randy Evetts, MPA, Public Health Director