

Board of Health AGENDA

Wednesday, February 22, 2023 - 12:30 p.m. – Third Floor Conference Room C - 101 W. 9th Street

Requests for in-person public comments may be submitted to pdpheboardofhealth@pueblocounty.us. Requests should include name and email or phone number.

(Lunch for Board Members will be served at 12:00 noon)

- A. 12:30 - 12:33 p.m. – Call to Order and Approval / Changes to Agenda (**Action Required**)
- B. 12:33 - 12:35 p.m. – Approval of Board of Health Meeting Minutes held **January 25, 2022 (Action Required)**
- C. 12:35 – 12:40 p.m. – **Public Comments**
- D. 12:40-1:10 p.m. - **Feature Presentations** - Update on Infectious Disease- Dr. Brad Roberts
- EPA Update – Beth Archer and Team
- E. 1:10 – 1:25 p.m. – **Action Items**
 - Election of 2023 Board Of Health Officers (President and Vice President)
 - Fee Analysis - Body Art - Chad Wolgram
 - Onsite Wastewater Treatment System Variance Request – Chad Wolgram
- F. 1:25 – 1:35 p.m. - **Budget and Finance** - Georgia Alfonso
 - Monthly Financial Report (**Action Item**)
 - Contracts (**Action Item**)
- G. 1:35 -1:40 p.m. – **BOH Updates/ Reports**
 - Public Health Director’s Report – Randy Evetts
- H. 1:40 – 2:00 p.m. – **Executive Session**
 - For discussion of a personnel matter under C.R.S. Section 24-6-402(4)(f) and not involving: any specific employees who have requested discussion of the matter in open session; any member of the Board; the appointment of any person to fill an office of the Board; or personnel policies that do not require the discussion of matters personal to particular employees.

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The regular Board of Health meeting was held at the Pueblo Department of Public Health and Environment on January 25, 2023, 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
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

Staff Members: Brian Comfort, Vicki Carlton, Jody Carrillo, Scott Cowan, Denise DeNardo, Shylo Dennison, Loraine Greenwood, Christina Hopewell, Sarah Joseph, Alicia Solis, Kisha Serrano

Guest: Josue Perez, *The Pueblo Chieftain*

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 December 28, 2022, BOH meeting minutes as submitted.

MOTION CARRIED UNANIMOUSLY

C. **Public Forum**

None

D. **Special Recognitions**

Public Health Director Randy Evetts and the Board acknowledged the following staff members for their years of service to the Department:

- **5 Years**
 - Scott Cowan – Environmental Health Program Manager
 - Sarah Martinez – Health Promotion Specialist
 - Autumn Whittaker - Environmental Health Specialist
- **10 Years**
 - Christina Hopewell – Communicable Disease Specialist
- **15 Years**
 - Shylo Dennison - Program Manager
 - Josie Federico - WIC Educator
 - Sandra Garcia - Senior Deputy Registrar
- **25 Years**
 - Loraine Greenwood - CSEPP Program Specialist

- **Retirement**

- Interim Community Health Services Clinic Program Manager Jody Carrillo will be retiring at the end of January after 28 years of service.

Congratulations everyone!

E. **Action Items**

Sunshine Law C.R.S. 24-6-402 (2) (c)

Public Health Director Randy Evetts requested the 1st floor vestibule and the Department's website, pueblohealth.org, be the designated sites to post notices for the Board of Health meetings for 2023.

MOVED by Eileen Dennis, seconded by Michael Nerenberg, to approve the 1st floor vestibule and the Department's website, pueblohealth.org, be the designated sites to post notices for the Board of Health meetings for 2023.

MOTION CARRIED UNANIMOUSLY

OWTS Fees

Environmental Health Director Chad Wolgram informed the Board fees were analyzed from time sheets, HealthSpace, septic inspections, permits, remodels, etc. including staff and administration time to perform these duties, and vehicle costs. Current and proposed fees were given to the board including information gathered about what other counties in Colorado are charging. The goal is to maintain program costs and be reasonable for clients. Chad informed the Board there has been stakeholder engagement to inform them of possible fee increases; this information was included in the last stakeholder newsletter and on the agenda to discuss at the last stakeholder meeting. These fee increases will also be included in the February stakeholder newsletter and be presented again at the stakeholder meeting in February. The fee increases will not go into effect until April, so partners have a few months to adjust their bids.

Board member Eileen Dennis commented PDPHE charges less than other counties for some services, and Pueblo tries to work with people who move here.

MOVED by Eileen Dennis, seconded by Eppie Griego, to approve the increase in OWTS fees as presented.

MOTION CARRIED UNANIMOUSLY

F. **Budget and Finance**

Financial and Contract Cost Reports

The December 2022 Financial Report was presented to the Board. Revenues exceed expenses by \$153,553,51. Budget and Finance Director Georgia Alfonso stated the Department's budget is doing well. Indirect along with ELC funding was received and some expenses also came in less than anticipated. The balance sheet shows deferred slightly higher, which is normal this time of year, due to license fees collected. License fees collected for 2022 are slightly higher than in 2021, because the Department did not do license fees in 2021, due to COVID.

MOVED by Michael Nerenberg, seconded by Eppie Griego, to accept the December 2022, financial reports as presented.

MOTION CARRIED UNANIMOUSLY

Contracts – Information Only

Family Friendly Pueblo County 2/01/2023 – 1/31/2024 \$104,506

This is a contract between CDPHE and PDPHE. This funding will continue the work to ultimately strengthen economic supports for women and families in Pueblo County. The project seeks to perform outreach to business organizations regarding strategies for family-friendly workplace policies to support women and families. Since this is an Amendment with only date and funding changes and is in the 2023 budget, no legal review or BOH action is required. (Amendment #4 2019*3604)

G. **BOH Updates/Reports**

Public Health Director's Report Updates

- Beth Archer from the EPA contacted the Department to inquire if the Board would like an update regarding information about the Superfund Site activities in the near future. EPA is completing work on all of the residential areas and will move on to the actual smelter site. Randy will reach out to Ms. Archer for a presentation date.
- Public Health Week is the first week in April. As a part of that the activities, a public health champion will be selected. The committee includes some staff members, a Board representative, and members of the community. Ed Brown volunteered to represent the Board on the selection committee.
- Board members completed their annual training last year that was sponsored by the state health department. In the near future, the state will be sending out training for 2023; notice may come to Board members from CDPHE by email.
- Board members will be receiving a survey from CDPHE regarding last year's training. In order to proceed through the survey, Board members are asked to note their start date on the Board. Ramona has e-mailed all of the Board members with this information so they can complete the survey.
- The Department is already working on the 2024 budget. Randy has started the initial budget discussion with both the City and County for 2024.
- Attorney Marci Day is in the process of reviewing the Board of Health By Laws, which have not been updated since 2018. After Marci completes her review, the recommendations will be brought back to the Board for consideration.
- After the Board approved the increase in pay for staff members, Randy received a number of email messages from staff members expressing their gratitude, so he wanted to pass that on to the Board.
- The Department is still in the process of reaccreditation. The Accreditation Board has recently updated, or is in the process of, updating their computer portal. Once that is finalized, the Department has a 45-day window to submit follow up documentation that the Accreditation Board has requested. A site visit will occur after those documents are reviewed. The site visit may occur March or April of this year.
- The Board was informed of some work planned for 2023, such as developing a new Strategic Plan, developing and finalizing a Workforce Development Plan, starting work around equity with focus groups and other assessments to develop an Equity Plan. Both plans will be rolled into the Department's Strategic Plan.
- The Department continues to look at ways to increase revenue and decrease expenses and continues to align the Department's budget process with the request process from the City and County, which is due in June or July of each year.
- Some overarching goals for leadership in 2023:
 - Continue to work on performance management and quality improvement efforts.
 - Work on emergency preparedness, not just at an agency level, but at a department level, as well.
 - Further developing the COOP (Continuity of Operations Plan) at the area/division level, identifying and training people for incident command or different events, whether it is an environmental event or a pandemic. The Department is also planning a full size exercise the last quarter of the year.
- Work continues on leadership development with all leadership team members. Last year leadership embarked with on a journey with Franklin Covey training and have really enjoyed it. Positive feedback was received, so this training will continue for another year.
- Randy informed the Board about the current respiratory viruses of concern the Department has been monitoring:
 - COVID – positivity rates and hospitalizations are down, wastewater overall is trending downward. People are testing at home, so positive results are not being reported on any system, for data collection. The Department is relying more on wastewater testing and hospitalizations data.
 - Subvariant XBB.1.5 is increasing in prevalence. This variant is more transmissible and there is probably more immune escape, however the severity of the virus variant seems to be less.
 - Flu - the primary flu this year has been influenza A. It started around September through November and then peaked; it has since started to decline. There were three or four

- hospitalized on Monday for flu.
- RSV - had an early and severe season with all pediatric ICUs across the state full at one point. Pediatric patients had to be transferred to adult care facilities to make room for more patients, but cases have since declined.

Legislative Updates

Deputy Director Katie Davis gave a legislative update to the Board. The legislative session is in its third week.

- CALPHO (Colorado Association of Local Public Health Officials) has supported several budget requests from CDPHE:
 - One request pertains to vital statistics and being able to get a new data system to assist statewide.
 - Another request is to expand PDPHE's syphilis work in the jails; this work is currently being funded through a CDC grant, but the grant will be ending, so the state is asking for funding to continue the program here in Pueblo and then expand the work into two other communities across the state.
 - There is a provider rate increase that would go to all local public health agencies, similar to per capita funding the Department receives; they are requesting a 3% increase.
 - Some environmental health fees, but they probably will not affect PDPHE based on populations.
 - Behavioral health bills are being introduced and are being looked at on an individual basis.
 - Bill for Alcohol Use Recovery Fee Enterprise, which is a fee put on manufacturers or distributors of alcohol in the state of Colorado. If passed, the funds would then go to an enterprise that would be created for prevention through treatment recovery.

H. Public Health Director's Evaluation

Board President Donald Moore briefly informed the Board it is that time of year where the process for the Public Health Director's evaluation is initiated. Human Resource Manager Denise DeNardo, Director Evetts, and Donald have organized the process and will be sending out an online link the Board can activate to do the evaluation. The Public Health Director's contract anniversary is April 1, 2023. Denise and Donald will work together to assemble all of the information and bring it to a future Executive Session.

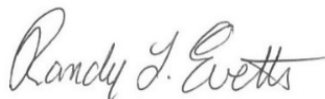
The next regular BOH meeting is scheduled for Wednesday, February 22, 2023, at 12:00 noon.

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