

Board of Health AGENDA

A Board of Health meeting will be held **Wednesday, July 26, 2023**, at **12:00 p.m.** 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 – Introduction of new Board member
- B. 12:05 – 12:08 PM – Call to Order and Approval / Changes to Agenda (**Action Required**)
- C. 12:08 – 12:10 PM – Approval of Board of Health Meeting Minutes held June 28, 2023 (**Action Required**)
- D. 12:10 – 12:15 PM – Public Forum
- E. 12:10 – 12:25 PM – Special Recognitions – January – June 2023 Years of Service Recognitions
- F. 12:25 – 12:30 PM – Contracts (**Action Required**)- Katie Davis
- G. 12:30 – 1:00 PM – BOH Updates / Reports
 - Accreditation Site Visit Report – Shylo Dennison
 - Public Health Director’s Report – Randy Evetts
 - BOH Survey Results – Randy Evetts
 - BOH Meeting: in-person vs. hybrid – Randy Evetts

ADJOURN



Pueblo Board of Health Meeting Minutes June 28, 2023

The Pueblo Board of Health meeting was held at the Pueblo Department of Public Health and Environment (PDPHE) on June 28, 2023.

Board Members Present:

Donald Moore, Board President
Ed Brown, Vice President
Eileen Dennis, Board Member
Zsuzsa Glasscock, Board Member
Michael J. Nerenberg, Board Member (Attendance by Zoom)

Legal Counsel:

Marci Day, Assistant County Attorney

Administrative Staff Present:

Randy Evetts, Public Health Director
Katie Davis, Deputy Director
Georgia Alfonso, Budget, and Finance Director
Maria Telfer, Community Health Services Director
Chad Wolgram, Environmental Health Director
Shylo Dennison, Strategic Initiatives, Preparedness, and Epidemiology (SIPE) Director (Attendance by Zoom)
Ramona Chisman-Ewing, Executive Assistant

Other Staff Members Present:

Denise DeNardo Jon Hontz Sarah Joseph Alicia Solis

Guests:

Mitch Downs, *Erickson, Brown & Kloster, LLC*

Approval of Agenda

MOVED by Eileen Dennis, seconded by Ed Brown, to approve the June 28, 2023, Board of Health meeting agenda.

MOTION CARRIED UNANIMOUSLY

Approval of Minutes

MOVED by Michael Nerenberg, seconded by Ed Brown, to approve the May 24, 2023, BOH meeting minutes as submitted.

MOTION CARRIED UNANIMOUSLY

Public Forum

There were no requests for public comment.

Special Presentations

Auditor Mitch Downs presented the 2022 Audit Report. The auditors expressed an unmodified opinion for the general audit and the Federal single audit. Mr. Downs also noted the following:

- No significant deficiencies related to internal controls were identified in the audit.
- No instances of noncompliance material to the financial statements were identified during the audit.
- All information requested by the auditors was provided and there were no disagreements with management.
- There were no audit adjustments recommended.
- The Board can feel confident the interim statements it receives at the monthly BOH meetings are reliable.

Auditors are required to do a “single audit” if the organization receives more than \$750,000 in Federal dollars. PDPHE does receive federal dollars in excess of this threshold. This year WIC was the major Federal program tested. There were no major findings; PDPHE was determined to be a low-risk auditee, which is a rare occurrence and a compliment to PDPHE staff.

Findings – Financial Statements Audit

- None

Findings and Questioned Costs – Major Federal Award Program Audit:

- None

Mr. Downs noted it is very unusual to have an audit with no adjustments and complimented the good work done by the Department. The Board acknowledged Georgia and the Business and Finance team for their work excellence on PDPHE’s financials and accounting practices.

MOVED by Eileen Dennis, seconded by Michael Nerenberg, to approve the 2022 Audit Report as presented.

MOTION CARRIED UNANIMOUSLY

2024 Preliminary Budget

Business and Finance Director Georgia Alfonso reviewed the 2024 budget proposal to the City and County with the Board. PDPHE will request an increase of \$100,000 from the County, but the outcome of the request will not be known until December 2023. The City requested a flat budget equivalent to or less than the 2023 request. ELC funding for COVID-19 ends in July 2023. Additionally, the Chemical Stockpile Emergency Preparedness program will come to an end and other Emergency Preparedness and Response funding from the state was cut significantly. It is too early to know if many grants will extend into 2024.

President Donald Moore asked about the decrease funding in the STI program, which will not continue past December 2023. Another STI program through the state will start in 2024. Donald also asked about the decrease in revenue from fees. The decreases in fees are largely due to a decrease in volume. An example of the decrease in revenues is OWTS. The number of permits is currently declining and therefore the fees collected are less. Board member Michael Nerenberg expressed the importance of discussing flat funding with the City as Public Health is a critical community service. Director Evetts noted preliminary discussions have already occurred with the Mayor and further discussions will take place before December.

MOVED by Ed Brown, seconded by Eileen Dennis, to approve the 2024 preliminary budget as presented.

MOTION CARRIED UNANIMOUSLY

Budget and Finance

Monthly Financial Reports

The May 2023 Balance Sheet and Financial Reports were presented to the Board by Budget and Finance Director Georgia Alfonso. Expenditures exceeded revenues by (\$20,699.13). Georgia noted a deficit is expected in 2023 and was already reflected in the approved budget. Georgia believes there will be some savings in the coming months that will reduce the projected deficit amount.

MOVED by Ed Brown, seconded by Michael Nerenberg, to accept the May 2023, financial reports as presented.

MOTION CARRIED UNANIMOUSLY

CONTRACTS

<u>HB 1451 MOU</u>	<u>7/1/23 – 6/30/24</u>	<u>\$00</u>
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This contract is for the County Department of Human Services/Social Services to enter into Memorandums of Understanding with specific agencies for the purpose of promoting a collaborative system of local-level interagency oversight groups and individualized services and support teams to coordinate and manage the provision of services to children and families who would benefit from integrated multi-agency services.

<u>Workforce Infrastructure CDC</u>	<u>7/1/23-11/30/27</u>	<u>\$411,301</u>
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This contract is between the Colorado Department of Public Health and Environment (CDPHE) and PDPHE. This contract is to advance public health workforce capacity by strengthening partnerships and building resilience among the public health workforce. This funding is to support PDPHE’s workforce as it is needed. (Task Order 2024*0720). Legal review approved.

<u>Colorado Trust</u>	<u>7/1/23-7/1/24</u>	<u>\$212,871.85</u>
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This contract is between The Colorado (CO) Trust and PDPHE. The CO Trust project will fund implementation of

Communities That Care (CTC) efforts through several approaches: 1) build capacity of CTC youth advisers to fund youth-serving nonprofit agencies as sub-recipient awards to implement programming benefiting youth in Pueblo County, 2) work with community partners to implement a community program for safe, healthy, free ride for teens who need to get home or to a safe place in an effort to reduce drunk driving or unsafe driving behaviors. (Grant # R-2305-14959) Legal review approved.

MOVED by Ed Brown, seconded by Michael Nerenberg, to approve the above contracts as presented.

MOTION CARRIED UNANIMOUSLY

INFORMATION ONLY CONTRACTS:

Air Pollution Monitoring 7/1/23 – 6/30/24 \$20,781.76

This is a contract between CDPHE and PDPHE. This program is to continue to monitor air pollution activities in Pueblo County. This contract is the renewal of a program PDPHE has previously worked in. No additional FTE will be hired. The funding has decreased, due to changes in the workplan on tasks to complete. (Amendment #1 2023*0499 Amendment #1). No BOH action or legal review is required, the Amendment is only a date and amount change.

Emergency Preparedness Program 7/1/23 - 6/30/24 \$170,690

This contract is between CDPHE and PDPHE. This program is to continue to support effective response to a range of public health threats. This contract is the renewal of a program PDPHE has previously worked in. There was a decrease in funding, due to changes of regional support requirements defined by CDPHE. (Amendment #6 2024*0107). No BOH action or legal review is required; the Amendment is only a date and amount change.

Family Planning 7/01/23 – 6/30/24 \$96,274

This is a contract between CDPHE and PDPHE. This program is to continue to provide services to reduce unintended pregnancy by insuring access to quality reproductive health service. (Option Letter #5 2021*0286) No BOH action or legal review is required; the Amendment is only a date and amount change.

Local Planning and Support Funding 7/1/23 – 6/30/24 \$230,750

This contract is between CDPHE and PDPHE. This program is to continue to provide support for Public Health Core services, as required by the State Board of Health. This contract is an Amendment of a program PDPHE has previously worked in. No additional FTE will be hired. (Option Letter #1 2023*0045). No BOH action or legal review is required; the Amendment is only a date and amount change.

Packard Fund (Colorado Centennial Fund) 7/1/23 - 6/30/23 \$25,000

The contract is between Packard Fund and PDPHE. This program will continue to provide support to the Adolescent Pregnancy Prevention Program education in Pueblo County. No BOH action or legal review is required; the contract is under \$50,000. (Grant #PFR-12240-23)

Waste Tire Inspections 7/1/23 - 6/30/24 \$32,315

This contract is between the Colorado Department of Public Health and Environment (CDPHE) and PDPHE. This program is to continue to provide waste tire inspection and enforcement activities to improve the management of waste tires. No additional FTE will be hired. (Task Order 2024*0847). No BOH action or legal review is required, this Option Letter is only a date and amount change.

Public Health Director's Report

- Donald Moore presented Executive Assistant Ramona Chisman-Ewing with a retirement gift from the Board, Eileen Dennis presented a summary of Ramona's career and the impact of her service to the Board.
- Randy Evetts introduced Administrative Assistant Jonathan Hontz who will be taking over many of Ramona Chisman-Ewing's duties.
- Michael Nerenberg was acknowledged for his many years of service to the Board; he will retire from the Board after 10 years of service.
- The Department's reaccreditation virtual site visit took place last week. Overall, the site visit went well. During the visit, the surveyors briefly reviewed the required Public Health plans and then turned their attention to two measures where they needed additional clarification and information. The survey team will now prepare a written report to present to the Public Health Accreditation Board at their August meeting. PDPHE should have a final decision on the reaccreditation by early September. The surveyors acknowledged areas of excellence including the focus on data and data-driven decision-making, the broad

use of performance management and quality improvement in the organization, and PDPHE's role as a convener in the Pueblo community.

- Shylo Dennison has been selected as the new Director for the Strategic Initiatives, Preparedness, and Epidemiology Division (SIPE) with the name of the Division not yet finalized.
- Three staff members were recognized at the 40 under 40 award night as emerging leaders: Trysten Garcia, Desiree Mondragon, and Akemi Moore.
- The Department building will be open again to the public July 24, 2023 and PDPHE will discontinue staffing the front vestibule; security will remain.
- Last Friday the final munition was destroyed at the Pueblo Depot. The final CSEPP wrap up will be in September 2023.
- PDPHE has implemented a successful syphilis program in the jail and now CDPHE has asked PDPHE to assist with regional syphilis testing. PDPHE is in the process of recruiting 1 FTE position, funded by CDPHE to conduct this regional testing and treatment work.

Board President Donald Moore adjourned the Board of Health meeting at 12:54 p.m.

Next BOH Meeting

Wednesday, July 26, 2023, at 12:00 noon



Donald Moore, Board of Health President



Randy Evetts, MPA, Public Health Director