Pueblo Department of
Public Health & Environment

Board of Health: Agenda

A Board of Health meeting will be held **Wednesday, July 23, 2025,** at **12:30 PM,** in the **THIRD FLOOR CONFERENCE ROOM C** at the Health Department, **101 W. 9th St.**
Lunch for Board Members will be served at 11:30 AM.

A. 12:30 – 12:31 PM – Call to Order and Approval / Changes to Agenda **(Action Required)**

B. 12:31 – 12:32 PM – Approval of Board of Health Meeting Minutes held June 25, 2025 **(Action Required)**

C. 12:32 – 12:37 PM – Welcome to New Board Member

D. 12:37 – 12:40 PM – Public Forum

E. 12:40 – 12:45 PM – Board of Health Discussion and Updates

F. 12:45 – 1:00 PM – Budget and Finance
- Monthly Financial Report – June 2025 **(Action Required)**
- Contracts **(Action Required)**
- Draft 2026 Budget Approval – **(Action Required)**

G. 1:00 – 1:10 PM – BOH Updates and Reports
- Director's Report

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Pueblo Board of Health Meeting Minutes
June 25, 2025

The Pueblo Board of Health meeting was held at the Pueblo Department of Public Health and Environment (PDPHE) building at 101 W 9th St.

Board Members Present:
Donald Moore, Board President
Zsuzsa Glasscock, Board Vice President
Abel M. Chavez, Board Member
Eileen Dennis, Board Member
Zolanye McCulley-Bachicha, Board Member

Legal Counsel:
Marci Day, Assistant County Attorney

Administrative Staff Present:
Randy Evetts, Public Health Director
Katie Davis, Deputy Director
Maria Telfer, Community Health Services (CHS) Director
Chad Wolgram, Environmental Health (EH) Director
Shylo Dennison, Community Engagement, Prevention, and Response (CEPR) Director
Denise DeNardo, Human Resources Manager
Georgia Alfonso, Budget and Finance Office (BFO) Director
Jonathan Hontz, Administrative Assistant

Other Staff Members Present:
Trysten Garcia, Public Information Officer
Kristy Toupal, Accounting Manager
Christina Hopewell, Program Manager

Other Guests:
Sam Hellwege, Clifton Larson Allen

Call to Order:
Donald Moore, Board President called the meeting to order at 12:00 PM.

Approval of Agenda
Randy proposed moving item F up to after item C to expedite the auditor's report.

MOVED by Abel Chavez, seconded by Zsuzsa Glasscock, to approve the proposed change to the June 25, 2025 Board of Health meeting agenda.

MOTION CARRIED UNANIMOUSLY

Approval of Minutes

Donald Moore asked the Board for revisions to the minutes. There were none.

MOVED by Eileen Dennis, seconded by Zolanye McCulley-Bachicha, to approve the May 28, 2025 BOH meeting minutes as submitted.

MOTION CARRIED UNANIMOUSLY

Public Forum

There were no requests for public comment.

Board of Health Discussion and Updates

- Abel Chavez received an email from St. Mary-Corwin about a funding opportunity. It has been forwarded to Donald and Randy.

October and December Board of Health Regular Meeting Date Changes

PDPHE Director Randy Evetts requested that two upcoming regular BOH meetings be moved due to schedule conflicts and holidays:

- Requesting to move the 10/22/25 meeting to the following week, 10/29/25
- Requesting to move the 12/24/25 meeting to Monday of that week, 12/22/25

The Board agreed to the 10/29/25 meeting but will discuss the date for the December meeting at the September meeting. Donald suggested that PDPHE wait until it receives budget guidance from the County before deciding on the December date.

Feature Presentation: PDPHE 2024 Audit Results

Sam Hellwege of Clifton Larson Allen gave an overview of the results of the 2024 audit they conducted. He apologized for not meeting the timelines initially identified but noted his team has learned some things from this audit and it will be more timely next year. There were no major findings in this audit and they have issued an Unmodified Opinion. One material weakness was noted related to internal controls regarding the calculation of the PERA obligation. In addition, there is a finding related to the late filing of the audit for 2023 due to the previous auditor's delays. A copy of the results is attached at the end of these minutes.

Abel asked about the GASB policy change that happened this year. Sam responded that the change was made to make compensated liabilities more consistent across different agencies.

Sam further explained that this was CLA's first year auditing PDPHE, and that next year's audit will be easier now that a template has been built.

Donald Moore asked Sam to explain the uniform guidance communication. One of the responsibilities of the auditor is to issue an opinion of whether the auditee as low- or high-risk. A high-risk auditee needs to have a review of 40% of Federal funds, while a low-risk auditee only

needs 20% of funds reviewed. PDPHE has been determined to be a high-risk auditee for 2024 due to the late filing of the audit for 2023.However, since WIC is the major federal program, there is no significant difference in the audit overall.

MOVED by Abel Chavez, seconded by Zolanye McCulley-Bachicha, to accept the results of the PDPHE 2024 audit as presented.

MOTION CARRIED UNANIMOUSLY

Budget and Finance

Monthly Financial Reports

BFO director Georgia Alfonso presented financial reports for May 2025. On the YTD income statement, PDPHE ended with a surplus of $217,114.28. The variance to budget is -$9,765.30, representing 0.83% less expenses than projected. The balance sheet reflects an Unassigned Fund Balance of $1,466,837.40, an increase of $128,902.46 over May 2024. This increase is temporary and is attributed to the billing for licenses at the beginning of the year.

MOVED by Abel Chavez, seconded by Zsuzsa Glasscock, to accept the May 2025 financial reports as presented.

MOTION CARRIED UNANIMOUSLY

Contracts

Caring for Colorado – CTC Safe Ride Activities 7/1/25 – 6/30/26 $60,000
This contract is between Caring for Colorado and PDPHE. This program will support the coordination and facilitation of developing partnerships to develop a rideshare system to overcome transportation barriers so young people can connect to peers, prosocial opportunities, and the community. This program supports a .5 FTE. This agreement is pending legal review and Board of Health approval.

Caring for Colorado – Protect and Expand Contraceptive Access 7/1/25 – 12/31/26 $125,000
This contract is between Caring for Colorado and PDPHE. This program will build the capacity of the Family Planning program to provide person-centered contraceptive care by strengthening care delivery systems and policies to improve access. This program will add to the sustainability of the Family Planning Program and support current staff in that program. This agreement is pending legal review and Board of Health approval.

MOVED by Abel Chavez, seconded by Zsuzsa Glasscock, to accept both Caring for Colorado contracts as presented.

MOTION CARRIED UNANIMOUSLY

Information on Other Contracts or Funding: No BOH Action is Required:

Congenital Syphilis Elimination Grant 7/1/25 – 6/30/26 $390,000
This contract is between CDPHE and PDPHE. This program serves to prevent new cases of congenital syphilis by screening, identifying and treating syphilis in persons of reproductive age. The project seeks to increase early detection of syphilis, access to treatment and referrals, and

linkage to prenatal care services, which will reduce the risk and burden of syphilis transmission between mother and child. This project is being funded to address the increasing rates of congenital syphilis in Colorado. There was no change in the funding awarded. (Amendment #5 2026*0269) No BOH action or legal review is required; the amendment is only a date and amount change.

Immunization Core Services 7/1/25 – 6/30/26 $103,746
This contract is between CDPHE and PDPHE. This program is to continue to provide core immunization services by increasing and maintaining immunization coverage in Colorado. This contract is an amendment of a program PDPHE has previously worked on. No additional FTE will be hired. This funding only represents the State's portion of the contract. The Federal funding for this program is currently unknown. (Option Letter 2026*0127). No Board of Health action or legal review is required since it is an option letter with only a date and amount change.

Per Capita - Local Planning and Support Funding 7/1/25 – 6/30/26 $493,711
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 on. This funding was extended by legislation. No additional FTE will be hired. (Amendment #2 2023*0045). No BOH action or legal review is required; the amendment is only a date and amount change.

Per Capita Food, Child Care and Schools 7/1/25– 6/30/26 $74,000
This contract is between CDPHE and PDPHE. This program is to continue to provide uniform statewide administration, implementation and enforcement of standards and rules established by CDPHE for retail food establishments, childcare facilities, and schools. There is no change to this funding. This is only intended to be supplementary funding to perform these services. (Option Letter #3, 2024*0448). No Board of Health action or legal review is required.

Tuberculosis Contract 7/1/25-6/30/26 $15,500
This contract is between CDPHE and PDPHE. This program is to continue to educate and treat individuals with suspected/known TB. This contract is an amendment of a program that PDPHE has previously worked on. No additional FTE will be hired. This is only intended to be supplementary funding to perform these services. (Amendment #2 2026*0076). No BOH action or legal review is required, the amendment is only a date and amount change.

Waste Tire Inspections 7/1/25-6/30/26 $32,784
This contract is between 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. (Option Letter #2 2022*0847). No BOH action or legal review is required, this Option Letter is only a date and amount change.

Public Heath Director's Report

- Randy gave several updates and reminders:
  - The Board was reminded to complete and return their annual Conflict of Interest Disclosure and Code of Conduct documents as soon as possible.
  - Randy thanked Eileen Dennis for her service to the Board of Health. Eileen has served on the Board for 30 years and her term will end at the end of this month.
  - Reminder to the Board to complete the annual required state training: 60%

of the board has already finished.

- Federal funding updates:
  - Immunization funding has been reduced over last year and is facing $83,000 less than last year.
  - Family Planning is receiving $63,000 less than last year.
  - WIC application for the next year has been submitted.
  - Public Health Emergency Planning (PHEP) funding is still in question, with perhaps a 50-75% cut in that funding.
  - FDA funding received was 67% less than in the past.
  - CTC faced a $109,000 cut, but the Caring for Colorado grant will allow PDPHE to keep the staff whole.
  - Local funding: City of Pueblo is asking us to reduce our funding ask over last year by 15% (about $120,000)
- Working with the City on language for the Healthy Beverage ordinance for kids' meals. This would change the default beverage in kids' meals to unsweetened milk or water. We expect this to go to first reading with City Council in late summer.
- Tobacco Retail License updates have been passed at the City level; the County is in the process of adopting the License and will have second reading on July 1, 2025

Donald Moore adjourned the Board of Health Meeting at 12:55 PM.

Next BOH Meeting
Wednesday July 23, 2025, at 12:30 PM.

Donald Moore, Board of Health President

Randy Evetts, MPA, Public Health Director

Submitted by Jonathan Hontz
Administrative Assistant