

Board of Health: Agenda

A Board of Health meeting will be held **Wednesday, November 26, 2025, at 12:00 PM, via Zoom.**

- A. 12:00 PM – Call to Order and Approval / Changes to Agenda **(Action Required)**
- B. 12:01 PM – Approval of Board of Health Meeting Minutes held September 24, 2025 **(Action Required)**
- C. 12:03 PM – Public Forum
- D. 12:05 PM – Board of Health Discussion and Updates
- E. 12:10 PM – Years of Service Recognition
- F. 12:15 PM – Public Health Director Succession Plan **(Action Required)**
- G. 12:25 PM – 2026 Holiday Schedule **(Action Required)**
- H. 12:30 PM – 2026 Employee Handbook **(Action Required)**
- I. 12:40 PM – Budget and Finance
 - Monthly Financial Report – October 2025 **(Action Required)**
 - Contracts **(Action Required)**
- J. 12:50 PM – Director's Report

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Pueblo Board of Health Meeting Minutes

October 29, 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
Heather Hankins, Board Member
Zolanye McCulley-Bachicha, Board Member - Zoom

Legal Counsel:

Peter Blood, Assistant County Attorney

Administrative Staff Present:

Randy Evetts, Public Health Director
Katie Davis, Deputy Director
Chad Wolgram, Environmental Health (EH) Director
Shylo Dennison, Community Engagement, Prevention, and Response (CEPR) Director
Georgia Alfonso, Budget and Finance Office (BFO) Director
Denise DeNardo, Human Resources Manager
Adler Mercado Martinez, Administrative Assistant

Other Staff Members Present:

Trysten Garcia, Public Information Officer
Courtney Kincannon, Program Manager
Vicki Carlton, Program Manager
Jessica Apodaca, Program Manager
Justin Gage, Program Manager
Akemi Trujillo, Public Health Planner

Other Guests:

None present.

Call to Order:

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

Approval of Agenda

Randy Evetts requested to change the WIC contingency plan topic from an action item

to an advisory for the board.

MOVED by Abel Chavez, seconded by Zsuzsa Glasscock, to approve the October 29, 2025, Board of Health meeting agenda, as modified.

MOTION CARRIED UNANIMOUSLY

Approval of Minutes

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

MOVED by Heather Hankins, seconded by Zsuzsa Glasscock, to approve the September 24, 2025 BOH meeting minutes as submitted.

MOTION CARRIED UNANIMOUSLY

Public Forum

There were no requests for public comment.

Board of Health Discussion and Updates

Donald Moore thanked Zsuzsa Glasscock, Board Vice President, for leading the Board of Health last month.

Heather Hankins discussed Health Solutions' "Rise to Success" program, which collaborates with Districts 60 and 70 to provide mental health day treatment support and skill development for students. The program will be located on the sixth floor of St. Mary Corwin Hospital. Health Solutions aims to launch the program this Spring. Initially, it will serve 5 to 10 students, with a full capacity of up to 50 students. Randy Evetts asked if this is funded by the school districts or Medicaid. Heather Hankins explained that they can bill Medicaid or the school districts.

Abel Chavez, Board Member, mentioned a survey he learned about during a city training session. This survey is conducted annually to ensure that board members fully understand their roles and responsibilities. It measures engagement, effectiveness, and impact. Randy Evetts, Public Health Director, explained that the Board of Health at PDPHE has conducted a board assessment in the past.

Abel Chavez shared insights from a listening session he attended on October 17, organized by the Keystone Policy Center.

Abel Chavez mentioned attending the Action Colorado Annual Meeting at CSU-P. The Health Committee of Action Colorado confirmed the need for funding for rural hospitals and the lack of health insurance.

Years of Service Recognition

The board recognized Akemi Trujillo for five years of service to PDPHE.

Community Health Improvement Plan (CHIP) Update

Akemi Trujillo, Public Health Planner, presented the current CHIP plan and progress. A copy of the presentation is attached to these minutes.

Abel Chavez asked Akemi Trujillo if she had any ideas about the initiatives being pursued for 2026. She responded that she has facilitated meetings for both projects, where they discussed not only the current initiatives but also potential future projects that could complement each other to create a long-term impact.

Abel Chavez also mentioned that he had the opportunity to visit the Crime Town Hall organized by the city and county.

PDPHE Closure for Holiday Celebration

The Board was asked to approve closure of the building from 11:00 AM to 1:30 PM on Wednesday, December 10, 2025, for the annual holiday celebration for staff.

Abel Chavez inquired whether PDPHE provides assistance to individuals under the SNAP and WIC programs during the holiday season, especially given the current status of these programs. Katie Davis, Public Health Deputy Director, responded that we have the Worksite Wellness program, which does charitable activities during the holidays. Donald Moore mentioned that United Way has been convening local partners to form a strong coalition. Courtney Kincannon, WIC Program Manager, is part of this coalition and noted that their focus is on coordinating the food resources available within the community.

MOVED by Heather Hankins, seconded by Abel Chavez, to approve the building closure.

MOTION CARRIED UNANIMOUSLY

WIC Program Contingency Plan for Continued Government Shutdown

Randy Evetts, Public Health Director, led a discussion about the WIC contingency plan if the government shutdown continues. The plan includes:

- The Board has a designated \$275,000 emergency fund. The funds were originally to be used by the Public Health Directors during an emergency. Funds would be used to retain WIC staff for up to 30 days.
- The Colorado Joint Budget Committee has a meeting scheduled to discuss a proposal to fund WIC through the month of November. If approved, the emergency funds may be utilized for the month of December.
- If a Stop Work Order is issued, employees cannot perform WIC work, but other roles and work have been identified where they can assist meet PDPHE's needs.
- If the government shutdown is not resolved by the end of December, the director will consider next options for the employees.

Donald Moore inquired about the cost for a 30-day period, and Randy Evetts responded that it would be approximately \$94,000. Katie Davis mentioned this amount could be reduced depending on the specific work being done as they may be allowed to code to other programs.

Heather Hankins asked how many staff members work in WIC, and Randy Evetts replied that there are 20 employees.

Donald Moore also asked if there is a latency period before funding begins again after the government opens. Courtney Kincannon answered that WIC has a meeting scheduled tomorrow with the Colorado committee, but it is expected to be a fast turnaround. Randy Evetts clarified that WIC dollars would not be allowed to pay retroactively during the shutdown.

Heather Hankins asked if WIC work can assist clients with case management and directing them to other resources. Courtney Kincannon affirmed this is allowed.

Donald Moore inquired about the portion of our budget from WIC, and Georgia Alfonso responded that it is approximately \$1,000,000.

The BOH expressed support for the contingency plan if a stop work order is put into place.

Cost Analysis and Fee Adjustments

Public Accommodations Program

Vicki Carlton, Environmental Health Program Manager, presented an overview of the program. A copy of the presentation is attached to these minutes.

Abel Chavez expressed his concerns about blighted buildings in the community. Vicki noted the Clarion Inn discussed in the presentation is currently in receivership. He asked if there is anything we can do to be proactive with these issues. Vicki Carlton noted collaborating with other agencies has helped the team be more proactive. Chad Wolgram, Environmental Health Director, noted that they hold monthly meetings with the mayor, police department, fire department, and regional building officials. During these meetings, they discuss enforcement challenges and explore strategies to prevent such incidents from occurring.

Heather Hankins asked if people were living at the Clarion hotel and if support was provided to those evicted. Vicki Carlton responded that there is always support available, including resources from Catholic Charities and United Way.

Donald Moore asked when the fees were last adjusted. Chad Wolgram said they were adjusted in 2023.

Abel Chavez inquired whether inspection fees could be escalated if problems are not corrected. Chad Wolgram responded that they charge an hourly fee when addressing a complaint. Abel further inquired if it would be possible to increase the sliding scale to make it more punitive. Peter Blood, Assistant County Attorney, clarified that state statute only allows PDPHE to charge fees to recover its costs. Escalating reinspection fees would not be allowed.

Georgia Alfonso proposed adjustments to PDPHE's Public Accommodations program fees, explaining that these fees, if approved, would go into effect on January 1, 2026. The intent of these fee changes is to fully cover the real costs associated with the program's operations. The BFO looks at about nine different areas to measure the total costs and revenues associated with these fees, and recommends the following changes:

- Increase in Inspection fee from \$250 to \$350 (40%)
- Increase in Complaints / Special Inspection fee from \$110 to \$150 (36.36%)

MOVED by Abel Chavez, seconded by Zsuzsa Glasscock, to approve the proposed fee increases as presented.

MOTION CARRIED UNANIMOUSLY

Mobile Home Parks Program

Vicki Carlton, Environmental Health Program Manager, presented an overview of the program. A copy of the presentation is attached to these minutes.

Georgia Alfonso proposed adjustments to PDPHE's Mobile Home Parks program fees, explaining that these fees, if approved, would go into effect on January 1, 2026. The intent of these fee changes is to fully cover the real costs associated with the program's operations. The BFO looks at about nine different areas to measure the total costs and revenues associated with these fees, and recommends the following changes:

- Increase in Yearly Inspection fee from \$210 to \$280 (33.33%)
- Increase in Follow-Up / Complaint fee from \$130 to \$150 (15.38%)

MOVED by Abel Chavez, seconded by Zsuzsa Glasscock, to approve the proposed fee increases as presented.

MOTION CARRIED UNANIMOUSLY

Budget and Finance

Monthly Financial Reports

BFO director Georgia Alfonso presented financial reports for September 2025. The YTD income statement reflects a surplus of \$178,494.26. The total variance to the budget is \$271,611.17, representing 0.1% greater expenses and 4.01% greater revenues than projected. The balance sheet reflects an Unassigned Fund Balance of \$1,465,806.47, an increase of \$118,040.62 over September 2024.

MOVED by Zsuzsa Glasscock, seconded by Zolanye McCulley-Bachicha, to accept the

September 2025 financial reports as presented.

MOTION CARRIED UNANIMOUSLY

Contracts

There are no contracts to review this month.

Director's Report

- Healthy Beverage Ordinance Update
 - Shylo Dennison, CEPR Director, reported that the Healthy Drinks in Kids' Meals ordinance will be presented to the City Council for its first reading on November 10, with the second reading anticipated for November 24.
 - The intention of this policy is to decrease childhood obesity rates and improve healthy nutritional intake. If passed, it will require restaurants that sell bundled kids' meals to include a healthy drink in the price of the meal. The default beverage would be water or unsweetened milk.
 - Parents have the option to select a sugary beverage for their kids.
 - Four local restaurants have elected to implement the Healthy Drinks in Kids' Meals policy. Multiple chain restaurants are following this policy because it's happening across the nation.
- Randy Evetts, Public Health Director, Updates:
 - PDPHE presented to the Board of County Commissioners regarding the budget and it was well received. The commissioners were very supportive and two of them stated that this is a need, not a want, and that this is a priority for them.
 - Title X funding has been restored almost to the amount at which is was funded for 2025.
 - Work session scheduled for November 18, primarily focused on budget updates.
 - PDPHE will be closed in the afternoon on November 5 for an active shooter drill conducted by the Sheriff's Office.
 - Upcoming Board of Health agendas for November and December
 - November- director succession plan, 2026 holiday schedule, and updated employee handbook as well as another program cost analysis and proposed fee adjustment.
 - InDecember-2026 Final budget approval and some additional program presentations.

Donald Moore expressed his appreciation for the quarterly report, stating that it is exceptional. He inquired whether PDPHE utilizes the 340B program, to which Justin Gage, CHS Program Manager, confirmed that we do. Donald also mentioned the potential for increases in 340B prices in the future.

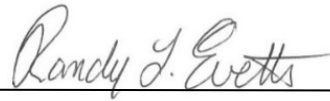
Donald Moore adjourned the Board of Health Meeting at 1:30 PM.

Next BOH Meeting

Wednesday, November 26, 2025, at 12:00 PM.



Donald Moore, Board of Health President



Randy Evetts, MPA, Public Health Director

Submitted by Adler Mercado Martinez
Administrative Assistant

Improving Community Health in Pueblo County – CHIP Updates

Board of Health

Akemi Trujillo

Oct. 29, 2025

Happy to be here



Akemi Trujillo, MBA, CPH

- Public Health Planner
- Coordinate all CHA & CHIP efforts
- Submit all grant applications from the department
- Just earned my Certificate in Public Health (CPH) this Summer
- 5 years at PDPHE, started in CTC & Health Disparities programs

Presentation Outline



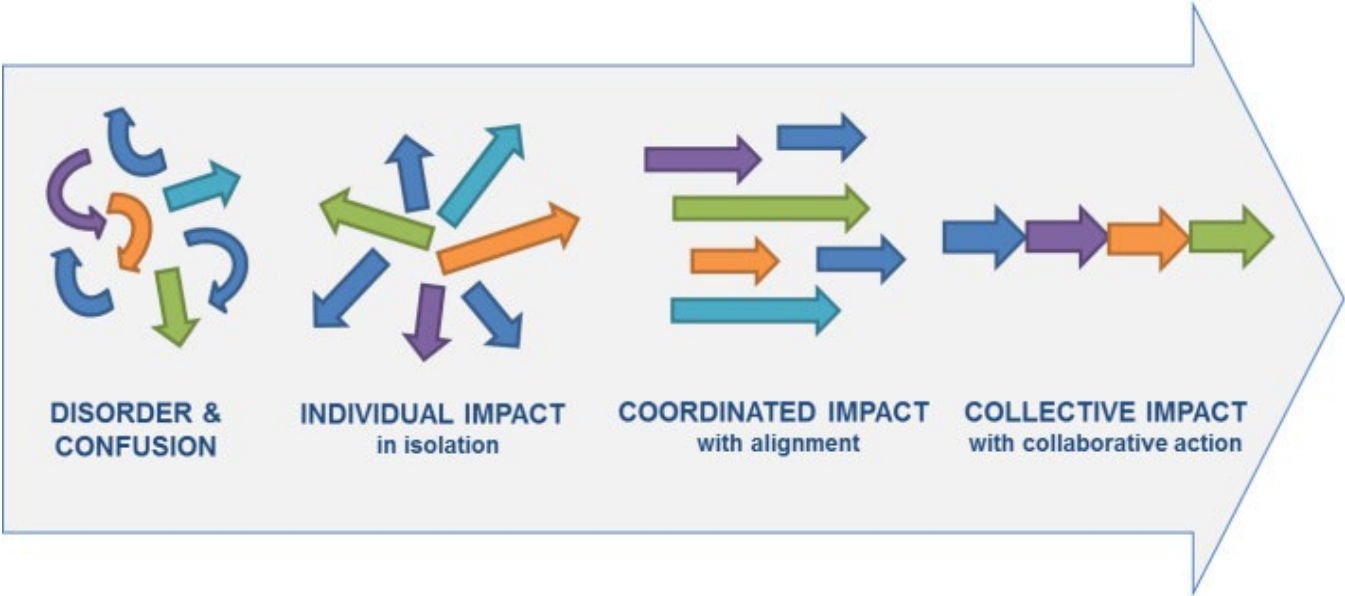
Community Health Improvement Plan (CHIP)

CHIP - Collective Impact!

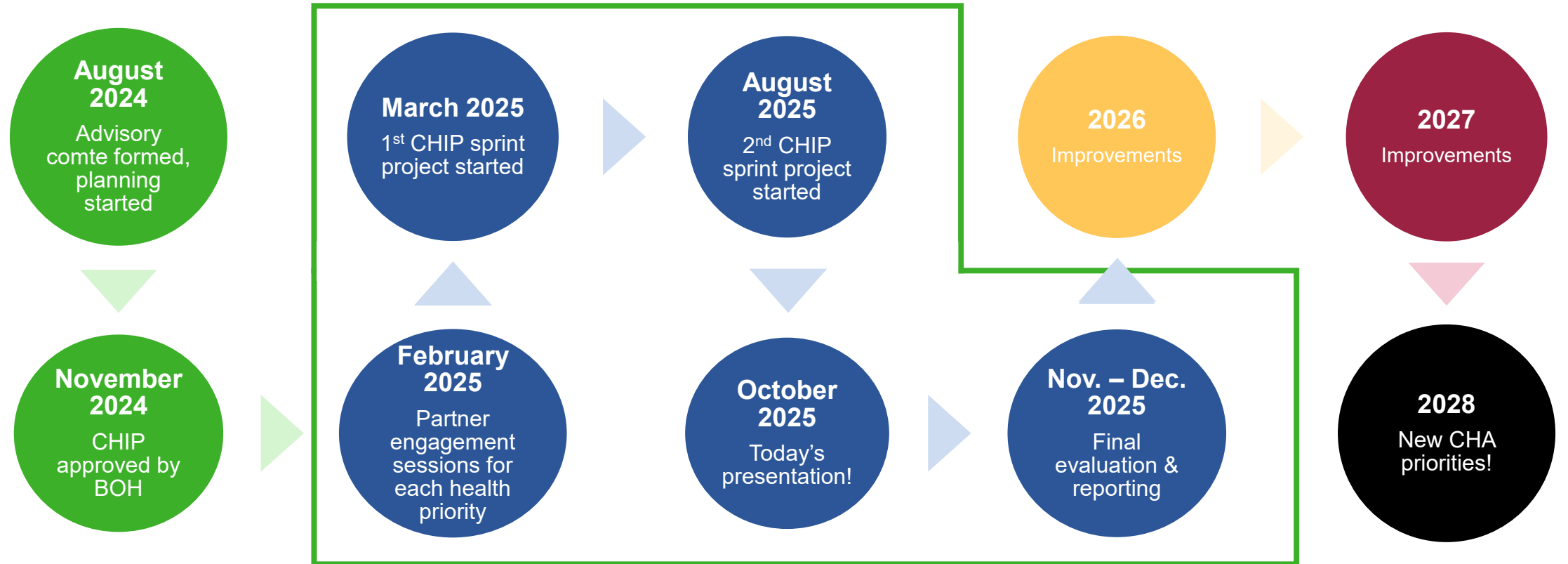
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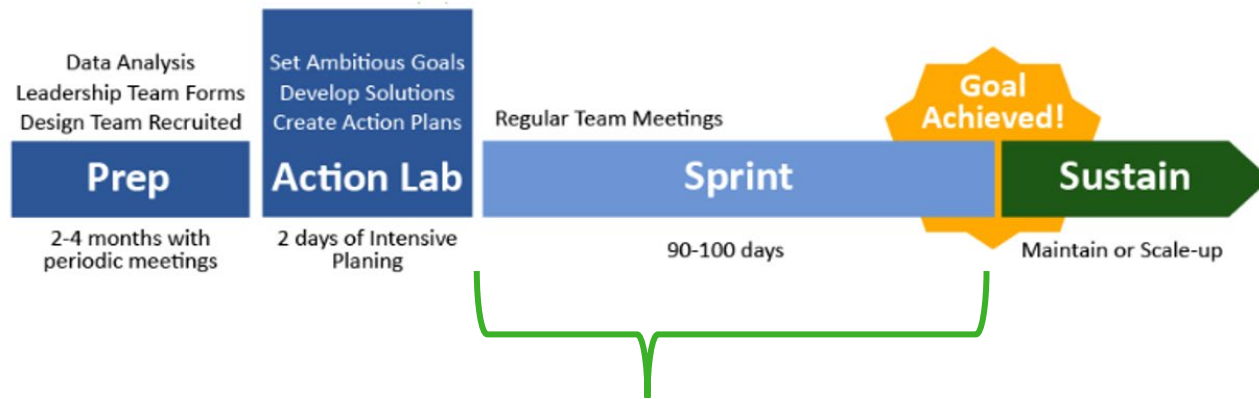
CHIP



CHIP Timeline

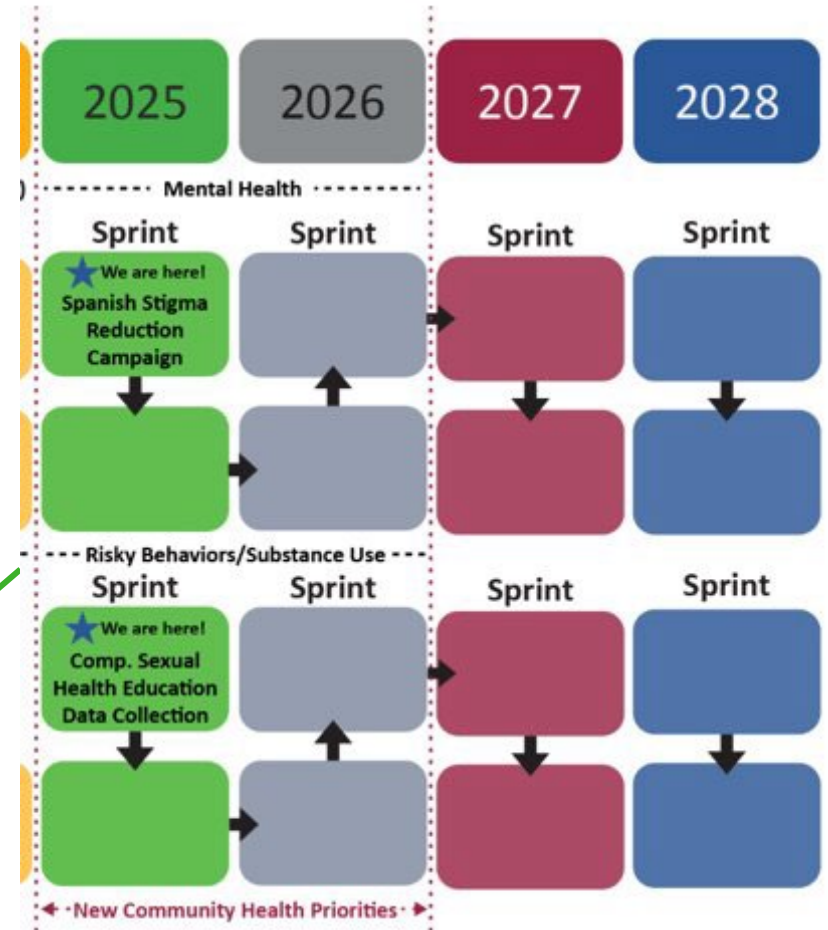


Sprint Framework for Action



- 100 days of improvement pilot
- Specific set of partners for the specific improvement strategy

- Goal to have three to four sprints per year, at least one per health priority



CHIP Successes in 2025

CHIP Sprint #1:

Spanish Mental Health Campaign

- Led by Health Solutions & Suicide Prevention Coalition, supported by community partners
- Creation of a mental health resource and services webpage, fully in Spanish.
 - Phone number to reach an individual at Health Solutions who speaks Spanish.
 - **Started tracking 988 data because of this project!**
- Reduce stigma of seeking services & increase access to available resources.



**HABLEMOS DE SALUD MENTAL:
SIN MIEDO, SIN ESTIGMA**

La vida puede ser difícil. La salud no siempre es sencilla.

Sin embargo, creemos firmemente que el bienestar mental es un derecho de todos. Si sientes que necesitas apoyo, estamos aquí para brindártelo. Tu bienestar importa y mereces sentirte bien.

LA SALUD MENTAL ES...

La atención de la salud mental: Un compromiso con tu bienestar.

Privada.
Tu información es confidencial. Tu privacidad está protegida por leyes como HIPPA, sin importa tu estatus legal o las creencias de la familia.

Acto Valiente.
Buscar ayuda demuestra fortaleza y compromiso con tu bienestar.

Acceso Sencillo.
Ofrecemos servicios en español, con personas que entienden tu cultura. Ofrecemos servicios de salud mental, medicina familiar, recuperación y más.



☎ Llámanos al (719) 545-2746
🌐 Visítanos en <https://www.health.solutions/servicios-de-salud-mental/>

CHIP Sprint #1:

Wrapped up in August!

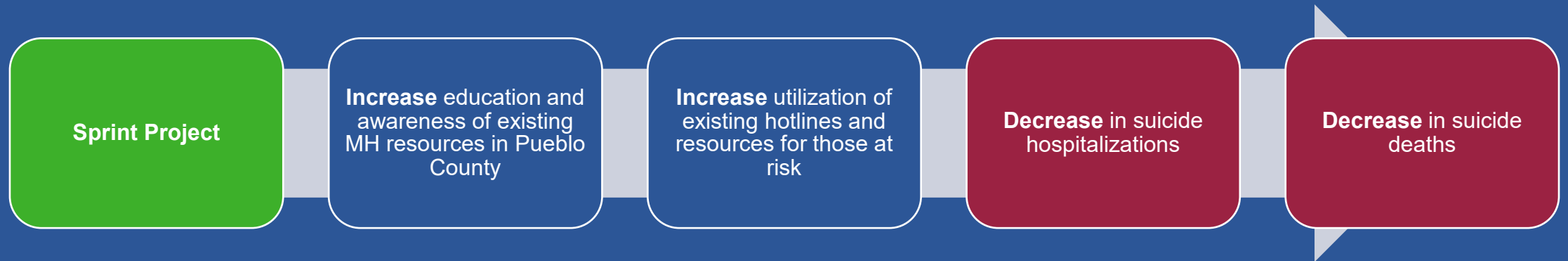
Evaluation included:

1. Testimonial video of what mental health means to a local family (ENG & SPAN) – on our website!
2. Reach on social media promotion

Internal Health Solutions Latinx committee will ensure **sustainability**.



Evidence-based progression for *mental health* sprint projects



CHIP Sprint #2:

Community surveying for comprehensive sexual health education

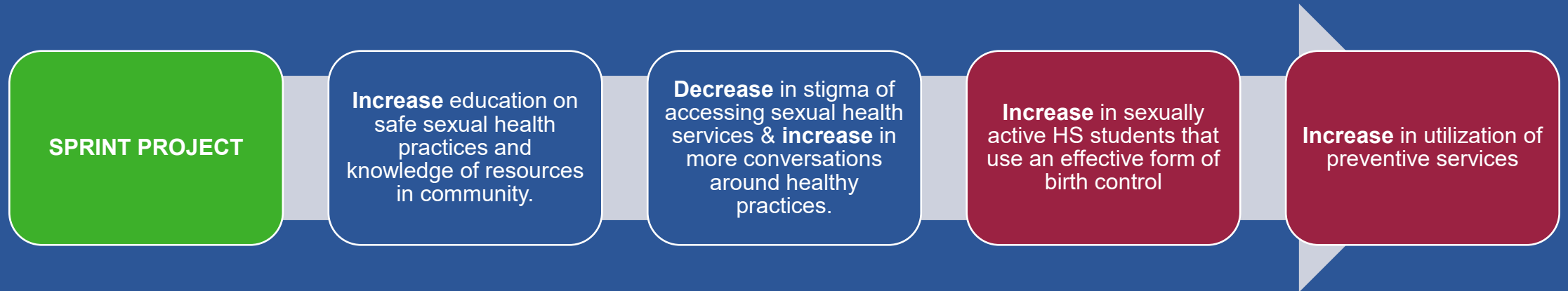
- Led by PDPHE's Adolescent Pregnancy Prevention Program & Sexual Health Coalition of Pueblo County, supported by community partners
- Collect caregiver/youth/teacher perspectives and gauge community needs around comprehensive sexual health education.
- Inform future education policies and funding avenues.

**ARE YOU READY FOR
THE TALK?**



TAKE OUR SURVEY

Evidence-based progression for *risky behavior* sprint projects



COMMUNITY HEALTH NEIGHBORHOOD PRESENTATIONS

- Join us to talk about health priorities for 2025 - 2028 and how every individual can impact the Pueblo community.
- All presentations are free & open to the public. Max 30 guests. Light refreshments will be offered.

MAR. 4	Rawlings Library 4:30-5:30 PM
MAR. 6	Pueblo West Library 6:15-7:15 PM
MAR. 11	Greenhorn Valley Library 4:30-5:30 PM
MAR. 13	Lamb Library 4:30-5:30 PM
MAR. 18	Giodone Library 4:30-5:30 PM
MAR. 20	Barkman Library 3:00-4:00 PM
TBA	Lucero Library TBA

PUEBLOHEALTH.ORG/CHIP 719-583-4308



SALUD COMUNITARIA EN EL CONDADO DE PUEBLO

¿Qué es una evaluación de la salud comunitaria?
¡Únete con nosotros para aprender más!

MARTES, 26 DE AGOSTO

5:30 - 6:30 P.M.

REUNIÓN DE ZOOM
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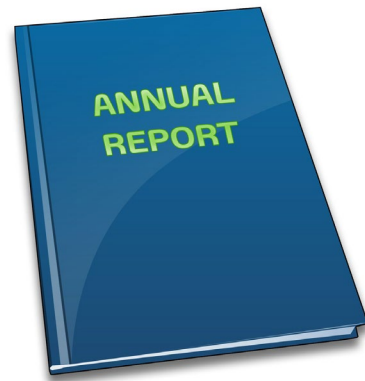
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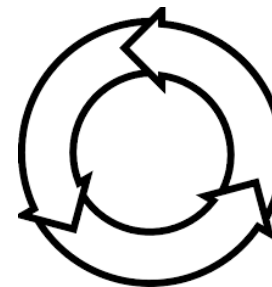
Wrapping up 2025! What's to come in 2026?

Future CHIP plans

Rest of 2025



2026



What questions do you have?

Thank you!

Akemi Trujillo

PH Planner

Trujilloak@pueblocounty.us

Public Accommodations



The Team

Vicki Carlton, Lee LaJeunesse, Robbie Boyer, Aaron Doussett

What is a Public Accommodation

Hotel and Motels

Quality Inn, Johnny's Motel

Boarding Facilities

Pueblo Rescue Mission, ICCS

Long Term Care Facilities

Belmont Lodge, Life Care Center



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Public Accommodations - Purpose

"Is to provide minimum requirements for the protection of the health and safety of the occupants of public accommodations..."

"The provisions of these "Sanitary Standards and Regulations" are applicable to the maintenance, sanitation, ventilation, occupancy, and use of public accommodations, (rooming houses, boarding houses, lodging houses, hotels, and motels) as defined, and accessory structures thereto, located in any part of the state."

- Conduct annual inspection for the City of Pueblo Business License
- One of four signatures (PDPHE, Regional Building, Police Dept. and Fire Dept.) required for approval with City of Pueblo business license office

Inspection Program



36 Hotel/Motels



24 Long Term Care Facilities



10 Boarding Homes



Inspections for 2025



69 routine inspections



8 complaint inspections



1 compliance assistance – resulting in a multi agency closure of the Clarion Inn



All facilities are inspected yearly in the City of Pueblo

Collaboration

- Law enforcement
- PDPHE - PA Program
- PRBD
- Fire Dept.
- City business license findings
- Social and community services



PUEBLO COUNTY
— SHERIFF'S OFFICE —



Result: Multi agency audit of Clarion Inn (May 2025) resulting in a non-compliance closure.

Current Staffing

EHS (2 staff) .11 FTE

EHS Lead .02 FTE

Adm Assist .025

Program Mgr .02

TOTAL .175 FTE





Thank you!

Questions?

Vicki Carlton, Program Manager

Lee LaJeunesse, EHS Lead

Robbie Boyer, EHS

Aaron Doussett, EHS

Mobile Home Parks

Vicki Carlton

October 29, 2025

Purpose and Authority



C.R.S, 25-1.5-101 (h):.. to establish and enforce sanitary standards to provide minimum requirements for the protection of health and safety of the occupants of mobile home parks and the general public



Pueblo City Ordinance 8-8-18 (a) . Sanitation Inspection... required to determine compliance with the requirements in order for the City Business License to be issued or renewed.

Inspection Program

Common Violations

- Premises Maintained
- Pest Prevention
- Refuse Accumulation
- Identifiable Addresses
- Plumbing Maintained



The Data



19 Mobile Home Parks in the City of Pueblo



Routine Inspections Conducted 19



Complaint Inspections 5

Staffing

Lead EHS	.02
Adm Assist	.005
Program Mgr.	.02
Total	.045

Thank you!

Vicki Carlton

