

**Tri-County Board of Health Meeting
October 14, 2014
Minutes**

The Board of Health was officially called to order at 4:35 p.m. by Paulette Joswick, Board Vice President, at Tri-County Health Department, 6162 S. Willow Drive, Suite 100, Greenwood Village, CO 80111. Other members comprising a quorum included Carole Adducci; Joseph Anderson, M.D.; Janice Brainard; Kaia Gallagher, Ph.D.; Rick Hale; and Don Parrot. John M. Douglas, Jr., M.D., Executive Director, and several Tri-County Health Department (TCHD) employees were also in attendance.

Introductions

Jill Bonczynski, Director of Nutrition, introduced Michele Harris, Nutrition Manager; Heidi Fritz, Community Nutrition Manager; and Melanie Morrison, Dietitian.

Brian Hlavacek, Director of Environmental Health, introduced Monte Deatrich, Environmental Health Manager.

Jeanne North, Director of Nursing, introduced Shanti Das, Informatics Manager; Ricki Gregory, Nurse Program Coordinator; Laurie Andrews, Public Health Nurse; and Joan Eskens, Dental Hygienist.

Stacy Weinberg, Director of Epidemiology, Planning and Communication, introduced Dr. Jana Smith, Aging Initiatives Manager; Christine Demont-Heinrich, Population Health Epidemiologist; Jennifer Chase, Disease Intervention Manager; Taylor Roberts, Health Education Specialist; Chris Bui, Tobacco Policy Coordinator; Melissa Smith, Chronic Disease Prevention Coordinator; Maura Proser, Chronic Disease, Injury and Tobacco Prevention Manager; and Patty Boyd, Strategic Partnerships Manager.

Tom Butts, Deputy Director, introduced Mark Hoskins who will assume the role of Director of Administration and Finance effective October 16, 2014.

Public Health Hero of the Year Awards Ceremony

The Public Health Hero of the Year award is designed to recognize an individual, business or organization in TCHD's jurisdiction who worked to improve or promote public health in 2013. The following awardees were presented with plaques at the Board of Health meeting:

- **Angela Lytle, MSW**, Arapahoe County Department of Human Services, Division of Children, Youth and Family Services, was recognized for her advocacy for children, youth, at-risk adults and families
- **Richard Call, DDS** was recognized for his efforts to improve access to dental care for underserved populations
- **Evan Dowdy, DVM**, Horizon Veterinary Clinic, Brighton, Colorado was recognized for his rabies surveillance activities in Adams County
- **Megan Sound**, Health and Life Skills Coordinator, Boys and Girls Club of Metro Denver was recognized for her efforts to prevent youth tobacco use
- **Jim Warland** was recognized for his volunteer work in the Beeler Street Community Garden and the North Middle School Community Garden in Aurora
- **Lutheran Family Services Rocky Mountains**, Older Adult and Caregiver Services, was recognized for its commitment to reducing older adult falls and its efforts on behalf of the Fall Prevention Network

- **Englewood Housing Authority** and **South Metro Housing Options** were both recognized for their efforts to provide smoke-free public housing

Current Infectious Disease Events

Dr. Bernadette Albanese, Medical Epidemiologist, discussed the Enterovirus D68 national outbreak as well as the subsequent neurologic illness seen in some patients. She also provided an update on the Ebola outbreak in West Africa and summarized preparedness efforts at the national, state and local levels.

Mr. Parrot inquired on the provision of infection control training for hospital staff who might have to care for an Ebola patient. Dr. Albanese explained that the hospitals were taking the lead in training their staff.

Mr. Parrot suggested TCHD inform the public about Ebola preparedness efforts. Dr. Douglas stated that the Colorado Hospital Association and other agencies were considering ways to disseminate this information.

Ms. Brainard inquired on the development of an Ebola vaccine. Dr. Douglas stated that two vaccines were currently undergoing Phase I trials in humans with Phase II scheduled to begin late fall or early winter.

Mr. Parrot asked whether a protocol had been developed to ensure Ebola patients were directed to hospitals that would be able to provide the level of care required. Dr. Albanese replied that there had been discussions at the state level about possibly centralizing care for Ebola patients.

Update on Public Health Accreditation Efforts at TCHD

Ms. Weinberg stated that TCHD is currently reviewing the Public Health Accreditation Board's readiness checklist and self-studies as well as looking at the development of internal infrastructure needed to proceed with the accreditation process.

Update on Public Health Improvement Plan Implementation

Per Ms. Weinberg, TCHD has contracted with Civic Canopy to facilitate the collective impact process with our community partners, build program structure and develop workgroups. TCHD is also working to convene the Public Health Improvement Plan Leadership Team.

Strategic Planning Update

Mr. Butts presented TCHD's draft implementation plan to the Board. He explained that, with the exception of Goal 3 (Policies and Partnerships), tactics, measures and target completion dates have been developed for each of the 37 strategies in our strategic plan. Many of these tactics are short-term since final numbers for our 2015 budget (i.e., county per capita funding and Cancer, Cardiovascular and Pulmonary Disease grants) are pending. Additionally, the Executive Team will conduct a strategic plan assessment in April or May (budget development time) of each year to identify available resources and determine next steps.

Dr. Douglas explained that Goal 3, which is dependent upon the completion of the implementation plan for the other eight goals, would be finalized in the next few weeks. He also

stated that, as we worked through the implementation plan, it became apparent that several of the strategies overlapped to a substantial degree, which resulted in a reduction to the total number of strategies.

Mr. Parrot inquired whether there was a way to delineate the tactics and measures that are dependent upon grant funding versus those that can be completed with current funding. Dr. Douglas stated that most are achievable with current funding. Ms. Weinberg explained that whether or not we receive the Cancer, Cardiovascular and Pulmonary Disease grants would affect the scope or scale of what we can do; however, lack of funding doesn't necessarily eliminate our ability to implement a process or measure.

Dr. Anderson asked whether TCHD would eliminate some programs to implement our strategic plan. Dr. Douglas explained that program elimination or retention would be influenced by several variables including funding, statutory changes, role changes due to the Affordable Care Act, etc., and would require us to look at each program individually.

Mr. Parrot requested a copy of the implementation plan in MS Word format so he could make and submit comments.

ACTION ITEM: Mr. Butts to e-mail the implementation plan in MS Word format to Mr. Parrot.

Update on TCHD and Marijuana

Ms. Bonczynski and Ms. Demont-Heinrich presented preliminary findings of TCHD's WIC marijuana survey, which was conducted to better understand WIC clients' educational needs, prevalence and type of marijuana use, and to establish a baseline to allow trend assessment over time. Survey results, which are the first on marijuana use by pregnant women, will be used to develop educational materials and to inform the state legislature.

Mr. Hlavacek stated that TCHD Environmental Health staff are looking into food safety issues surrounding the manufacture of marijuana-infused edibles and are exploring the possibility of inspecting these types of future facilities in Aurora and Adams County. Also, Michele Kinshella, TCHD's Occupational Health Specialist, is participating on a state-wide occupational health workgroup that is developing health and safety guidelines for the marijuana industry.

Ms. Joswick inquired on the number of marijuana-infused edible manufacturers in TCHD's jurisdiction. Per Mr. Hlavacek, he anticipates there will be six or less in Aurora and Adams County combined. Mr. Butts stated that most marijuana-infused edible manufacturers are located in Denver and Boulder Counties.

Report on Budget Study Session With Commissioners and County Finance Staff

Dr. Douglas stated that a final budget decision is pending; however, we don't expect to receive everything we asked for since 2014 was not a high revenue year for Arapahoe County. He also stated that the Commissioners were interested in our Strategic Plan implementation as it relates to the 2015 budget.

TCHD Legislative Briefing Sessions

Dr. Douglas informed the Board that he and Mr. Butts held three legislative briefing sessions to discuss public health priorities, TCHD's new strategic plan, and public health issues that might arise during the 2015 legislative session, such as retail food establishment license fees which are set by state statute. Other topics of interest included family planning and raising the legal age to purchase tobacco products to 21. Six of the 17 legislators invited attended one of these sessions.

Select Location for the December 9, 2014 Dinner Meeting

The Board members agreed to hold the December 9, 2014 Board dinner meeting at Blackstone Country Club, 7777 S. Country Club Parkway, Aurora, Colorado 80016. The meeting will begin at 5:00 p.m.

TCHD Annual All-Staff Meeting Announcement/Designate Board Representative

Dr. Douglas invited the Board members to attend TCHD's annual All-Staff Meeting on October 29, 2014 at the Summit Conference and Event Center, 411 S. Sable Blvd., Aurora, Colorado 80011. Ms. Joswick will represent the Board and will address TCHD staff at the meeting.

Approval of the Minutes of the August 12, 2014 Meeting

The minutes of the August 12, 2014 meeting were presented to the Board for review.

MOTION: Mr. Parrot moved to approve the minutes of the August 12, 2014 meeting as presented and Mr. Hale seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated July 31, 2014

Mr. Belieu presented the financial statements dated July 31, 2014 to the Board for review.

MOTION: Dr. Gallagher moved to accept the financial statements dated July 31, 2014 as presented and Ms. Brainard seconded. The motion was approved unanimously.

Study Session: 2014 Supplemental Budget Appropriation

Ms. Joswick opened the public hearing at 6:25 p.m. regarding the adoption of a supplemental budget appropriation for 2014. The public hearing was duly advertised in *The Denver Post* on September 21, 2014.

Mr. Belieu explained that the supplemental budget appropriation resolution would amend the 2014 budget to reflect unanticipated revenue received since the fiscal year 2014 budget was adopted in December 2013. TCHD cannot account for additional funding received during the year unless it is identified by a Board of Health supplemental budget appropriation resolution. The net result is a \$57,222 (0.52%) increase from our adopted 2014 budget.

Ms. Joswick noted that no one from the public was present to speak on this issue and closed the public hearing at 6:40 p.m.

MOTION: Ms. Adducci moved to approve the proposed 2014 Supplemental Budget Appropriation and Resolution as presented. Mr. Parrot seconded and the motion was approved unanimously.

Update on Elbert County Public Health Services

Dr. Douglas informed the Board that TCHD has implemented an intergovernmental agreement with Elbert County to provide the following services for their residents: communicable disease surveillance, environmental health activities, emergency preparedness and response support, maternal and child health programs, immunizations, and child fatality reviews. TCHD has placed a Public Health Coordinator in Elbert County for a one-year trial period. The contracted amount is \$87,000 with the capacity to bill for additional expenses. TCHD has developed an accounting system to track Elbert County revenue and expenses and will ensure that funds from Adams, Arapahoe and Douglas Counties are not used to support Elbert County functions.

Bi-Monthly Challenge Discussion: Retail Food Establishment Fees

Mr. Hlavacek discussed funding challenges associated with the Retail Food Program, which covers many aspects of food protection including inspections, plan reviews, food safety training and enforcement. Licensure fees are set in state statute and currently cover approximately 50% of the cost of food safety programs with the other 50% coming from general funds paid by taxpayers. Without a fee increase, the risk of foodborne illness may increase due to reduced inspection frequency. Currently, public health agencies in Colorado are unable to meet the national standard of one full-time equivalent per 280 to 320 inspections.

Since the last fee increase occurred in 2009, there is a growing discrepancy between revenue generated and the costs associated with local food safety programs. Colorado state and local health departments, via the Colorado Association of Local Public Health Officials (CALPHO), are working with Colorado Counties, Inc. (CCI) on a bill for the 2015 legislative session to increase restaurant fees. The proposed increase would move program funding closer to a 70% industry/30% general fund split.

Executive Director's Report

Staff Poster Presentations at National WIC Conference

TCHD WIC staff presented two posters at the National WIC Association's Nutrition Education and Breastfeeding Conference in Atlanta. Both posters were very successful and generated many inquiries from local and state agencies nationwide about our programs.

TCHD Staff Presentations at Statewide Conferences

TCHD staff gave several presentations at the Public Health in the Rockies Conference, which was held in Fort Collins from September 17-19, 2014 and at the Colorado Environmental Health Association Conference, which was held in Steamboat Springs from September 24-26, 2014.

TCHD Employee Receives Health Links Award

TCHD Worksite Wellness Coordinator, Michele Haugh, was honored on August 28, 2014 at Health Links' "Celebrating Colorado's Healthiest Places to Work" event. Ms. Haugh received an award in recognition of her work to help small businesses in our jurisdiction establish viable and sustainable Worksite Wellness programs.

Pending Fiscal Year 2016-2018 Cancer, Cardiovascular Disease and Chronic Pulmonary Disease Grant Applications

The Cancer, Cardiovascular Disease and Chronic Pulmonary Disease (CCPD) Grant Program was created in 2005 by Amendment 35 to fund competitive grants to provide a cohesive approach to cancer, cardiovascular disease, and chronic pulmonary disease prevention, early detection, and treatment in Colorado. CCPD has changed and added new strategies for the upcoming 2016-2018 grant cycle, which fall under three key priority areas: Healthy Eating Active Living (HEAL), Cancer and Cardiovascular Disease, and Risk Factors with emphasis on policy and healthcare systems changes. Each grant can be awarded up to two million dollars per year for three years.

On September 30, 2014, TCHD submitted grant proposals for: 1) a three-year project entitled “Achieving Health through the Built Environment and Worksites,” 2) a three-year Community Health Team model which will assist primary care practices with care coordination efforts for patients at risk for cardiovascular disease, and 3) Amendment 35 tobacco prevention funds to carry out a comprehensive, evidence-based project to reduce the prevalence and impact of tobacco and nicotine use in our jurisdiction.

TCHD is also collaborating with other local health departments on regional approaches for: 1) human papilloma virus prevention, 2) reducing radon exposure and its associated risk of lung cancer, and 3) increasing access to and consumption of healthy foods and beverages in target settings including government, park and recreation districts, hospitals and other public venues.

BioSense Program

TCHD was awarded the BioSense 2.0 grant from the Centers for Disease Control and Prevention (CDC) in 2012 through a joint application with Denver Public Health. This program increases the ability of health officials at local, state, and national levels to efficiently, rapidly and collaboratively monitor and respond to disease exposures or hazardous conditions. As of September 2014, we were receiving data from ten hospitals in our jurisdiction and five hospitals in Denver County. As BioSense 2.0 moves forward, we will develop plans for early outbreak detection, routine analysis of syndromic surveillance data, and monitoring of special events/incidents. TCHD also installed an analytical tool, ESSENCE (the Electronic Surveillance System for the Early Notification of Community-Based Epidemics), to better monitor anomalies and clusters.

Update on TCHD Space

The remodeling project at TCHD’s Englewood office was completed in April 2014 and was celebrated with an open house on September 22, 2014.

Altura Plaza’s extensive remodeling project has been divided into several phases. During Phase I, the second floor and basement levels were remodeled in early 2014. TCHD’s Environmental Health and Nursing program now occupy the second floor. During Phase II, the third floor was remodeled (done in halves) and was quickly occupied by our WIC and Family Planning program staff in September 2014. The third phase, which will target the building’s first floor, is scheduled to begin in early 2015 provided funding is authorized by Arapahoe County.

“Stick It to Ebola” Donation Campaign

The “Stick it to Ebola” campaign was created by Gary Sky, Public Information Officer, in order to collect duct tape donations for hospitals in Africa. Duct tape helps medical staff seal tents, gowns, masks, gloves and boots against the Ebola virus. Originally created solely for TCHD

donations, the “Stick it to Ebola” campaign is now in use internationally by Project C.U.R.E., the world’s largest distributor of medical donations, and a long-time partner of TCHD.

Ebola Communication Exercise and Preparedness Activities

On Monday, September 8, 2014, TCHD initiated a communications drill with acute care and rehabilitation hospitals in Adams, Arapahoe, and Douglas Counties. As part of this exercise, TCHD provided a survey to collect real world information regarding communication and resources related to the Ebola outbreak in West Africa and potential local impacts. A total of 15 out of 17 facilities responded to the survey. Of the 13 acute care hospitals surveyed, 11 or them stated they were willing accept Ebola patients. These survey results will help us determine current preparedness levels in our jurisdiction and identify gaps that could require support should we be impacted by Ebola or a similar agent in the future.

West Nile Virus Update

As of September 19, 2014, 79 cases of human West Nile virus had been identified statewide. The majority of cases have been uncomplicated fever (61%); 17 (22%) were diagnosed as meningitis, and 14 (18%) as encephalitis. One additional death was reported during the most recent week, bringing the total number of deaths to two (one each from Denver and Pueblo Counties) for the 2014 WNV season.

Colorado Prescription Drug Take Back

In September 2014, the U. S. Drug Enforcement Administration’s (DEA’s) Final Rule for the Disposal of Controlled Substances, which implements the Secure and Responsible Drug Disposal Act of 2010, was published. The Act, in an effort to curtail the prescription drug abuse epidemic, authorized the DEA to develop and implement regulations outlining methods to transfer unused or unwanted pharmaceutical controlled substances to authorized collectors for the purpose of disposal. The Act also permits long-term care facilities to do the same on behalf of residents or former residents of their facilities. The Final Rule will take effect on October 9, 2014. These new regulations will expand the public’s options to safely and responsibly dispose of unused or unwanted medications.

Colorado HB 14-1207, which went into effect on August 6, 2014, requires CDPHE’s Executive Director to establish a household medication take-back program and effectively codifies the existing program in statute. Under the bill, individuals may dispose of unused household medications at approved collection sites and approved carriers may transport these medications from collection sites to approved disposal locations. CDPHE is currently reviewing DEA rules for controlled substances and will determine how to incorporate the new rules into the State’s rule making process.

Set Agenda for the December 9, 2014 Meeting

The December 9, 2014 agenda will include: 1) a public hearing to adopt TCHD’s 2015 proposed budget, 2) an update on TCHD and marijuana, and 3) an update on the status of the CCPD grant proposals.

Board Member Remarks

None.

Closing Remarks

Executive Session

Ms. Joswick informed the Board members that a short executive session would follow the Board meeting.

Adjournment

MOTION: Dr. Gallagher moved to adjourn the meeting at 7:03 p.m. Ms. Brainard seconded and the motion was approved unanimously.

Paulette Joswick, Vice President

Carole Adducci, Secretary