



**Board of Health Meeting
February 14, 2017
Minutes**

At a public meeting of the Board of Health, held at Tri-County Health Department (TCHD), 6162 S. Willow Drive, Suite 100, Greenwood Village, CO 80111, there were:

Board of Health Members:

Carole Adducci, RN, Adams County	Present
Janice Brainard, RN, Arapahoe County	Present
Thomas Fawell, MD, Arapahoe County	Absent - Excused
Kaia Gallagher, PhD, President, Arapahoe County	Present
Marsha Jaroch, NP, Douglas County	Present
Paulette Joswick, RN, Secretary, Douglas County	Present
Zachary Nannestad, Douglas County	Present
Rosanna Reyes, RN, Adams County	Absent - Excused
Naomi Steenson, RD, Vice President, Adams County	Absent - Excused

Executive Management Team Members:

Michele Askenazi, Director of Emergency Preparedness and Response	Present
Jill Bonczynski, RD, Director of Nutrition	Present
Ronnae Brockman, Executive Assistant	Present
Tom Butts, Deputy Director (Outgoing)	Present
John M. Douglas, Jr., MD, Executive Director	Present
Bob Flores, Director of Administration and Finance	Present
Mame Fuhrman, Director of the Office of Human Resources	Present
Brian Hlavacek, Director of Environmental Health	Present
Jennifer Ludwig, Deputy Director	Present
Jeanne North, RN, Director of Nursing	Present
Stacy Weinberg, Director of Epidemiology, Planning and Communication	Present

Call to Order

Dr. Gallagher called the meeting to order at 4:37 p.m.

Introductions

Ms. Askenazi introduced Jessica Cerutti, Emergency Preparedness and Response Planner. Ms. Weinberg introduced Patty Boyd, Strategic Partnerships Manager; Jana Smith, Public Health Accreditation and Aging Initiatives Manager; Meghan Prentiss, Program Assistant; Maura Proser, Chronic Disease, Injury and Tobacco Prevention Manager; Becky O'Guin, Communications Coordinator; Dr. Bernadette Albanese, Medical Epidemiologist; and Leslee Warren, Disease Intervention Specialist. Mr. Hlavacek introduced Lynn Robbio Wagner, Environmental Health Supervisor, and Ellen Kennedy, Environmental Health Specialist. Ms. Bonczynski introduced Heidi Fritz, Nutrition Manager. Mr. Flores introduced Sue Bettermann, Administrative Analyst; Patty Buckle, Controller; and Kurt Williams, Budget Analyst. Finally, Mr. Butts introduced Jennifer Ludwig, TCHD's new Deputy Director.

Dr. Gallagher introduced Kathleen Conti, a new Arapahoe County Commissioner. Commissioner Conti formerly served as a Colorado State Representative for six years. She is also the Arapahoe County Commissioner liaison to TCHD.

Approval of the Minutes of the December 13, 2016 Meeting

The minutes of the December 13, 2016 meeting were presented to the Board for review.

MOTION: Ms. Joswick moved to approve the minutes of the December 13, 2016 meeting as written and Ms. Jaroch seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated November 30, 2016

Mr. Flores presented the financial statements dated November 30, 2016 to the Board for review. He stated that year-to-date (YTD) revenue totaled \$34.6 million, which was lower than budgeted by \$1.8 million and YTD expenditures totaled \$34.2 million, which was lower than budgeted by \$2.1 million. Overall, the actual net operating surplus through the month of November is \$393,300.

MOTION: Ms. Brainard moved to accept the financial statements dated November 30, 2016 as presented and Ms. Joswick seconded. The motion was approved unanimously.

Approve Locations for Posting Public Meeting Notices

Ms. Brockman informed the Board that C.R.S. 24-6-402(2)(c) requires local public bodies to annually designate the public place or places for posting public meeting notices at their first regular meeting of each calendar year. TCHD posts public meeting notices at each of its eleven offices and on its website.

MOTION: Ms. Adducci moved to continue posting public meeting notices at each TCHD office and on TCHD's website and Mr. Nannestad seconded. The motion was approved unanimously.

Tom Butts' Retirement

After serving more than 30 years, Tom Butts will officially retire from TCHD on February 23, 2017. The Board members congratulated Mr. Butts and Dr. Douglas reminded all present that the retirement party would be held on February 23, 2017 at 3:00 p.m. at TCHD's Administrative Office.

Current Infectious Disease Events

Dr. Bernadette Albanese, Medical Epidemiologist, summarized the ongoing mumps outbreak in the Denver metro area. She also provided an update on the 2016-2017 influenza season and the two separate measles cases and subsequent investigations in 2016.

Public Health Accreditation Update

Dr. Jana Smith informed the Board that TCHD officially submitted its documentation package to the Public Health Accreditation Board (PHAB) on January 31, 2017. Next steps include

responding to questions from PHAB reviewers and then hosting a PHAB site visit sometime in July or August 2017.

Healthy Kids Colorado Survey Update

Dr. Douglas informed the Board that he sent letters to each school Superintendent last week encouraging their participation in the Healthy Kids Colorado Survey (HKCS). Each letter contained several examples of how county-level data obtained from the HKCS benefits schools, students and their surrounding communities. Dr. Douglas stated that he has received responses from several superintendents; however, he has not heard from Douglas County School District (DCSD), which chose not to participate in the 2015 HKCS. Dr. Douglas hopes to meet with the DCSD Interim Superintendent in the near future.

Dr. Douglas stated that he also plans to meet with Adams County Youth Initiative, which administers its own student survey, to discuss how we can work together.

Commissioner Conti inquired whether Dr. Douglas had seen an article on a study conducted in Western Australia that states that cannabis use can alter DNA structure. Dr. Douglas stated that he hadn't seen the article, but stressed that marijuana is a health concern that we want to continue to monitor.

Insurance Renewal Update

Ms. Fuhrman stated that TCHD has made a preliminary decision to continue with CIGNA as our health insurance provider based on their renewal bid which contains only a minimal premium increase. We will keep self-funding on the back burner in case it becomes a viable option in future years.

FY 2018 Budget Development Calendar

Mr. Butts presented a revised fiscal year 2018 budget development calendar which contains two budget meetings with Board of Health representatives: one in May 2017 to review budget dynamics and justifications for planned budget requests and one in July 2017 to review budget presentation content and approach. A third meeting with Board members in March 2017 to discuss possible 2018 funding priorities was dropped at the Board's request at their December 13, 2016 meeting.

Leadership Development/Succession Planning

Ms. Fuhrman gave a presentation to the Board outlining TCHD's succession planning philosophy and goals which align with Strategic Plan Goal 4c, "Enhance workforce development and targeted competency based training". Tools and processes for succession planning include TCHD's Workforce Development Plan, tuition reimbursement program, supervisor training, external recruitment networks, etc.

Status of Permanent Facilities for Household Hazardous Waste Drop-off

TCHD is in the process of developing final proposal drafts for permanent county household hazardous waste (HHW) collection facilities. In April 2017, following review by TCHD management, staff plan to begin county discussions and stakeholder meetings to vet ideas for

location, design, types of provided services, and alignment with county budget cycles. These meetings will be followed by the development of a two- to three-year implementation plan that will address funding, community engagement and integration into the county capital improvement project pipeline.

Legislative Update/Discussion on Issues Arising Post-Election

Per Mr. Butts, the Legislature is in session and TCHD is monitoring several issues of public health importance. Examples include the Colorado Department of Public Health and Environment's (CDPHE's) budget and air pollution funding as well as legislation concerning marijuana, opioids, substance abuse, health care and mental health issues.

Per Dr. Douglas, we're also closely monitoring events at the federal level. On January 17, 2017, Dr. Douglas and the public health directors of Boulder, Denver and Jefferson Counties sent a joint letter to our congressional delegates emphasizing five issues of key importance for promoting health and well-being in Colorado.

Mr. Butts and Mr. Hlavacek also gave an update on the retail food establishment rating stakeholder process that was mandated by House Bill 1401. Under the proposed system, a rating of "Pass," "Re-Inspection Due" or "Closure" would be assigned based on the sum of the weighted values for each noncompliant item on the inspection form and/or the number/severity of prevalent foodborne illness risk factors observed. Inspection ratings would not be posted on the facility, but would be available to the public on the health department's website. Per Mr. Hlavacek, CDPHE has gathered industry feedback on the above proposal and consumer focus groups will be held in early 2017. If adopted, the rating system will become effective July 1, 2017.

New Commissioner Orientation Sessions

Dr. Douglas reminded the Board members that they were welcome to attend TCHD's New Commissioner Orientation sessions which will be held on:

- **Adams County:** Wednesday, February 15, 2017 from 1:00-2:00 p.m. at TCHD's Westminster Office
- **Arapahoe and Douglas Counties:** Thursday, March 2, 2017 from 9:00-10:00 a.m. at TCHD's Administrative Office

Dr. Douglas stated that Adams County has requested quarterly meetings with TCHD and that he is trying to determine how often the Arapahoe and Douglas County Commissioners would like to meet. Currently, he tries to meet with each County in the spring to provide an update on important public health issues. He also meets with each County in August to present our proposed budget for the following fiscal year. Commissioner Conti stated that she will broach this subject with the Arapahoe County Commissioners.

Facilities Update

Mr. Flores provided an update on TCHD's facilities including office leases, moves, and planned tenant improvement projects.

Summary of Communications Meetings (Update on Strategic Plan Goal 2)

Ms. Weinberg provided an update on TCHD Strategic Plan Goal 2: Improve and Expand Strategic Communication Capacity. Per Ms. Weinberg, TCHD recently hired a new Strategic Communication Coordinator and, on January 19, 2017, met with county communication directors to identify ways they could help expand the reach of our public health messages as well as help to brand us as their counties' health department. TCHD has also implemented three regional communication campaigns with metro-area local public health partners, is working with the City of Aurora on a health outreach campaign for immigrant and refugee populations, and has received a Colorado Health Foundation WIC Innovation grant for WIC marketing and outreach. Finally, TCHD is working to improve internal communication and employee engagement by convening an Internal Communication Work Group, conducting staff focus groups to identify staff needs and priorities, assessing the utility of an agency Intranet versus other internal communication approaches and, ultimately, developing an Internal Communication Action Plan.

ACTION ITEM: Ms. Weinberg to follow-up with the Counties about putting TCHD on their organizational charts.

Executive Director's Report

TCHD Staff Interviewed for Upcoming Rocky Mountain PBS Special

Rocky Mountain PBS interviewed Jill Bonczynski and other staff about the 2014 marijuana survey TCHD conducted in its WIC clinics. This data will be included in an upcoming special on drug use during pregnancy and breastfeeding which is scheduled to air on February 16, 2017.

Project Public Health Ready Recognition

In January 2017, TCHD officially received Project Public Health Ready (PPHR) re-recognition from the National Association of County and City Health Officials. PPHR requires us to meet capabilities in three key areas: all-hazards preparedness planning, workforce capacity development, and demonstration of readiness through exercises or real events. The recognition is maintained for five years.

Syringe Access Program Update and Annual Review

The Aurora Syringe Access Program (SAP) was approved by the Board of Health on April 11, 2016. On September 7, 2016, TCHD received funding from CDPHE and moved forward with a subcontract with the Harm Reduction Action Center (HRAC). On October 5, 2016, we initiated the Syringe Access Program in the Colfax Avenue/North Aurora area in partnership with HRAC and four other organizations. Services include clean syringe distribution, syringe disposal and pick-up, Naloxone education and distribution, wound care education, and referrals to community resources. We also partner with Aurora Mental Health Center and It Takes a Village for behavioral health navigation services.

Summary of SAP data (10/5/16-12/31/16)

# of client interactions	106
# of newly enrolled clients	33
# of Syringes distributed	2275
# of Syringes disposed	1331
# of Naloxone kits dispensed	17
# of Referrals made	227

Beginning in June 2017, TCHD will begin the required annual stakeholder engagement process in preparation for the Board of Health's contract review in August 2017. Board approval is required for SAP contract renewal with HRAC.

2016 Community Health Assessment Dissemination

TCHD's 2016 Community Health Assessment (CHA) was completed and presented to the Board of Health on December 13, 2016. It has been posted on TCHD's website, on TCHD's Facebook page, and on CDPHE's website. News of its release was tweeted to our 1,500+ followers. Additionally, a targeted email containing links to the CHA was sent to more than 100 community partners, to all local public health agencies in Colorado and to all TCHD staff (who were encouraged to share the report with their partners).

Align Arapahoe Project

TCHD has been collaborating with Arapahoe County's Strategy and Performance Director to integrate key health measures into the Align Arapahoe Performance Management System. We are developing health indices for child and adolescent health, adult health, and mental health.

TCHD Receives Colorado Health Foundation Grant

TCHD received a \$98,000 grant award from The Colorado Health Foundation to engage the Framework Institute to complete social research to determine the most effective "message framing" for adult mental health in the Denver metro region. This research will then inform message selection/development for Focus Area 1, Stigma Reduction, of the State Innovation Model (SIM) local public health agency (LPHA) grant.

Healthy Beverage Partnership "Hidden Sugar" Campaign

TCHD is one of seven LPHAs in the Healthy Beverage Partnership, which has launched a regional marketing campaign, *Hidden Sugar*, which will run throughout January and February and again in May and June. The campaign's goal is to make it easy for parents and caregivers to see how much hidden sugar is in many of the beverages our children drink and to choose healthy alternatives. Details can be found at: <http://www.hidden-sugar.org/>

TCHD's Public Health Emergency Operations Plan

TCHD's Public Health Emergency Operations Plan, which describes and directs the basic strategies and mechanisms by which TCHD will prepare for and respond to incidents and emergencies, underwent its required annual review and was approved by the Executive Management Team in January 2017.

Directors and Officers Liability/Employment Practices Liability Coverage

TCHD provides Directors and Officers Liability and Employment Practices Liability coverage through Allied World Assurance. These two forms of coverage have been combined to enhance coverage and control costs.

Colorado Local Resilience Project

Jointly convened by the Colorado Climate Network and the Colorado Municipal League, the Colorado Local Resilience Project (LRP) was established to develop an agenda to help make Colorado communities more resilient to possible climate change impacts. The Project, comprised of 78 representatives of 30 local governments in Colorado and six other governmental and nonprofit entities, released a report in April 2015 with climate resiliency recommendations aimed at local governments. TCHD participated in the Project's Public Health Workgroup, which developed recommendations asking local governments and health departments to acknowledge

and plan for public health risks associated with climate change. The full project report and other resources can be found at <http://www.coclimatenetwork.org/programs/index.html>.

Denver Metro Alliance for HPV Prevention Launches Campaign

On February 6, 2017, the Denver Metro Alliance for Human Papillomavirus (HPV) Prevention launched a campaign to educate parents about the HPV vaccine that prevents cancer. The campaign launch coincides with National Cancer Prevention Month and will include a mix of radio, digital and out-of-home advertisements that will run from February through September of 2017. It will also include a mix of earned media through local television, radio and newspapers. For more information, please visit HPVFreeCO.org.

TCHD/Connect for Health Open Enrollment Partnership

For the second year, TCHD formally partnered with Connect for Health during the 2016/2017 open enrollment cycle to increase the proportion of persons with medical insurance. At an open enrollment event on Saturday, January 28, 2017, TCHD and Connect for Health served approximately 500 clients. In addition to verifying each individual's Medicaid status, TCHD staff provided information on community resources and support and answered questions about health care coverage.

Regional Health Connectors

Regional Health Connectors (RHCs) are local residents whose full-time job is to improve the coordination of local services to advance health and address the social determinants of health. To ensure the work is locally driven, each RHC is hosted by an organization with existing relationships and a history of community-based work in the region. TCHD is the host organization for Adams, Arapahoe and Douglas Counties with one full-time RHC assigned to each county. These positions are grant-funded through March 2019.

Accountable Care Collaborative 2.0

Accountable Care Collaborative 2.0 seeks to leverage the proven successes of Colorado Medicaid's programs to enhance the Medicaid member and provider experience. Phase II objectives are to: 1) join physical and behavioral health under one regional accountable entity; 2) strengthen coordination of services; 3) promote member choice and engagement; 4) pay providers for the increased value they deliver; and 5) ensure greater accountability and transparency. TCHD Nursing staff were instrumental in reviewing both stakeholder responses and the draft Request for Proposals (RFP). The Department of Health Care Policy and Financing plans to release the final RFP in spring 2017. The initial contract will begin in February 2018 with a total duration not to exceed seven years.

Upcoming Statewide Emergency Preparedness Full-Scale Exercise

In order to meet federal requirements, CDPHE's Office of Emergency Preparedness and Response (OEPR) is requiring all partners that receive emergency preparedness funds to participate in a three-day full-scale exercise on June 15-17, 2017. TCHD will use this opportunity to test its ability to effectively collect, synthesize and share information with local and state partners; activate and develop a coordinated response strategy; support and participate in Colorado's medical supply chain; and coordinate public information with external partners via a public information system.

Westminster Invest Health

Westminster Invest Health, which is supported by a capacity building grant through the Robert Wood Johnson Foundation and Reinvestment Fund, is a cross-sector planning effort in southwest

Adams County focused on improving transportation, safety and residents' health in low-income neighborhoods adjacent to two planned transit stations. Westminster Invest Health team members include the City of Westminster, Adams County, TCHD, Regis University, and Mile High Connects.

Other Items

None.

Set Agenda for the April 11, 2017 Meeting

The April 11, 2017 meeting agenda will include a reception and awards ceremony to honor TCHD's Public Health Heroes of the Year.

Board Member Remarks

None.

Closing Remarks

None.

Adjournment

MOTION: Ms. Adducci moved to adjourn the meeting at 7:09 p.m. Ms. Brainard seconded and the motion was approved unanimously.

Kaia Gallagher, PhD, President

Paulette Joswick, Secretary