



**Board of Health Meeting
August 13, 2019
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:

Janice Brainard, RN, Arapahoe County	Present
Thomas Fawell, MD, President, Arapahoe County	Present
Kaia Gallagher, PhD, Arapahoe County	Present
Marsha Jaroch, NP, Douglas County	Present
Paulette Joswick, RN, Secretary, Douglas County	Present
Julie Mullica, MPH, Adams County	Present
Zachary Nannestad, MPH, Vice President, Douglas County	Present
Rosanna Reyes, RN, Adams County	Present
Naomi Steenson, RD, Secretary, Adams County	Present

Executive Management Team Members:

Michele Askenazi, Director of Emergency Preparedness, Response and Communicable Disease Surveillance	Present
Heather Baumgartner, Director of Community Health Promotion	Present
Jill Bonczynski, RD, Director of Nutrition	Present
Ronnae Brockman, Executive Assistant	Present
John M. Douglas, Jr., MD, Executive Director	Present
Penny Grande, RN, Director of Nursing	Present
Theresa Fox, 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
Kelly Weidenbach, DrPH, Director of Planning and Information Management	Present

Call to Order

Dr. Fawell called the meeting to order at 4:30 p.m.

Introductions

Ms. Bonczynski introduced the new class of Dietetic Interns: Brittany Bruce, Valerie Buitron, Katie Chipman, Tessa Cushman, Naomi Solomon and Alyssa Thomas. Ms. Fuhrman introduced Joaquina Hufnagel, Human Resources Generalist; and Tenesha DuBose, Public Health Workforce Development Coordinator. Ms. Grande introduced Karen Miller, Nurse Supervisor; Lauren Mitchell, Nurse Manager; Susie Pfeiffer, Nurse Manager; Amelia Janes, Nurse Supervisor; Joan Eskens, Dental Hygienist; Clinton Watley; Clinical Outreach Worker; and Nora Suarez, Administrative Coordinator. Ms. Fox introduced Roslyn Asuncion, Accountant; Sue Bettermann, Contracts and Business Administrator; and Ann Wisniewski, Senior Budget Analyst. Ms. Baumgartner introduced Maura Proser, Public Health Prevention and Policy Manager; Kathy

Staats, Prevention and Policy Specialist. Dr. Weidenbach introduced Dr. Alyson Shupe, Informatics Manager; Callie Preheim, Population Health Epidemiologist; Matthew Jackson, Public Health Planning Initiatives Coordinator; and Tim Glazier, Information Technology Service Desk Analyst. Finally, Dr. Douglas introduced Mellissa Sager, Policy and Intergovernmental Affairs Manager.

Approval of the Minutes Dated June 11, 2019

The minutes of the June 11, 2019 meeting were presented to the Board for review.

Dr. Fawell referred to an action item on page four of the minutes and inquired whether TCHD had rechecked the State Demographer's projected population numbers for 2020. Ms. Ludwig answered affirmatively and stated that the numbers are correct.

Dr. Fawell referred to an action item on page seven of the minutes and stated that he and Dr. Douglas had discussed the timing and content of the annual TCHD Legislative Engagement Summary. The Summary will be presented at the October 2019 Board of Health meeting and then every year in June thereafter.

Dr. Gallagher stated that the Arapahoe County Commissioners are interested in receiving an annual forecast of bills for which TCHD may provide testimony.

ACTION ITEM: Dr. Douglas to provide a legislative engagement summary at the October 15, 2019 Board of Health meeting and then every year in June thereafter.

ACTION ITEM: Dr. Douglas to provide the Arapahoe County Commissioners with an annual forecast of bills for which TCHD might provide testimony.

MOTION: Mr. Nannestad moved to approve the minutes of the June 11, 2019 meeting as written and Ms. Brainard seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated May 31, 2019

Ms. Fox presented the financial statements dated May 31, 2019 to the Board for review. She stated that year-to-date (YTD) revenue totaled \$18.2 million, which was less than budgeted by \$179,000. YTD expenditures through May totaled \$16.6 million, which was lower than budgeted by \$919,000. Overall, the actual net operating surplus through the month of May was \$1.6 million. Additionally, TCHD continues to invest a portion of the fund balance with Chandler Asset Management in a \$6 million dollar bond portfolio and has \$5 million invested with JPMorgan Chase in a laddered CD portfolio. TCHD also has approximately \$4 million invested with CSafe, which operates similarly to a money market account.

MOTION: Ms. Steenson moved to accept the financial statements dated May 31, 2019 as presented and Ms. Jaroch seconded. The motion was approved unanimously.

Public Hearing: Proposed Environmental Health Fee Changes

Dr. Fawell opened the public hearing at 4:45 p.m. It was noted that the public hearing was duly advertised in the Legal Notices section of *The Denver Post* on Sunday, July 21, 2019.

Mr. Hlavacek presented the proposed fee schedule to the board and explained that, pursuant to C.R.S. 25-1-508(5)(j) and C.R.S. 25-10-107(1), the TCHD Board of Health may assess fees equal to actual and direct costs. A fee calculation formula previously adopted by the Board of Health was used in 2019 to review the majority of program fees (some are set by state statute). If adopted, the new fees would become effective September 1, 2019.

Dr. Gallagher inquired why the fee increase for land use plan reviews were much higher than fee increases for other categories. Mr. Hlavacek explained that TCHD last increased land use plan review fees 15 years ago. TCHD staff conducted a detailed analysis and determined that staff time has increased in all four land use plan review categories. Additionally, TCHD staff contacted each of our Counties and found that they have had fee increases over the past 15 years.

Dr. Fawell verified that no one from the public was present to speak on this issue and closed the public hearing at 5:00 p.m.

MOTION: Ms. Mullica moved to adopt the proposed Environmental Health fees and Ms. Jaroch seconded. The motion was approved unanimously.

Study Session: Fiscal Year 2020 Proposed Budget and PowerPoint Presentation

Dr. Douglas presented TCHD's fiscal year (FY) 2020 proposed budget to the Board. Overall, TCHD's proposed FY 2020 budget of \$43,077,237 reflects an increase of \$851,354 (2.0%) over our FY 2019 approved budget. To support this budget, TCHD is requesting a \$0.26 (3.8%) increase to our county per capita rate (from \$6.84 to \$7.10). In the past, a portion of our county funding increase has been attributed to a population increase; however, the State Demographer is projecting a .04% population decrease in our jurisdiction in 2020, which is equivalent to an appropriation reduction of \$4,555. The additional county funding would support a 3.5% salary merit pool increase for general fund-supported employees (\$184,492), a 4.5% increase in health benefit premiums for general fund-supported employees (\$61,726), a mandated 0.5% PERA contribution increase for general-funded employees (\$25,000), and provide funding for a Mental Health Promotion and Suicide Prevention Manager (\$130,000) which is a brand new position.

Kathleen Conti, Arapahoe County Commissioner, and Emma Pinter, Adams County Commissioner, questioned how the State Demographer's forecasted numbers could show a population decline when their counties' Building Departments are inundated with applications for building permits. Dr. Shupe explained that if the State Demographer's forecasted population numbers were higher than the actual population increase in previous years, the population numbers would be adjusted downward in 2020 to bring them in line. This creates the misimpression that population numbers are declining. Dr. Douglas stated that both TCHD and county finance staff base their budgets on the State Demographer's forecasted population numbers.

Dr. Douglas also provided a walk-through of the budget presentation for the upcoming budget study sessions with our Boards of County Commissioners. The Board members suggested modifications to help explain the need for a Mental Health Promotion and Suicide Prevention Manager.

ACTION ITEM: To further justify the need for the Mental Health Promotion and Suicide Prevention position, Dr. Douglas to include the following information in the budget presentation: 1) how success will be measured; 2) identify populations at greatest risk; 3)

specify that it will build on the success of the 2014-2019 PHIP and recent SIM grant; and 4) insert the relevant 2019-2024 PHIP priority area and objectives.

MOTION: Ms. Mullica moved that Dr. Douglas present the FY 2020 Proposed Budget and the budget presentation with the above changes to the County Commissioners. Mr. Nannestad seconded and the motion was approved unanimously.

Approval of the 2019-2024 Strategic Plan

Dr. Weidenbach presented TCHD's 2019-2024 Strategic Plan to the Board for approval. She briefly summarized the four Priority Areas and presented the goals, strategies and action steps created to guide Year 1 Strategic Plan implementation.

MOTION: Ms. Joswick moved to approve TCHD's 2019-2024 Strategic Plan and Ms. Jaroch seconded. The motion was approved unanimously.

Current Infectious Disease Events

Ashley Richter, Communicable Disease Epidemiology Manager, provided updates on the hepatitis A outbreak in the homeless population; local and statewide rabies activity; local and statewide West Nile virus activity; and TCHD's response to a plague outbreak in prairie dogs in Adams County. She also gave updates on an *E. coli* O157 outbreak at a Red Robin restaurant and a *Vibrio parahaemolyticus* outbreak at another facility in TCHD's jurisdiction.

Ms. Miller discussed kindergarten measles, mumps and rubella (MMR) vaccination rates in TCHD's jurisdiction (87.4%) and TCHD's efforts to raise that rate to 90% by the end of the year.

Update on Kratom

Dr. Bernadette Albanese, Medical Epidemiologist, provided an update on kratom, an herbal substance made from the leaves of a tree that grows in Southeast Asia, the Philippines and New Guinea. Kratom has opioid-like effects in the brain. There is no FDA-approved use and importation for human consumption is banned; however, some wholesalers are marketing it as a dietary supplement and as a cure for opioid addiction. Adverse side effects, including death, have been linked to kratom.

TCHD is unaware of any discussion about kratom regulation at the county or state level. In TCHD's jurisdiction, Castle Rock has banned sales to minors and Greenwood Village has banned sales altogether. TCHD Environmental Health (EH) staff have found Kratom for sale in some Circle K stores and are discussing ways to track retailers who sell it in their data system.

Update on Public Health Improvement Plan Progress

Dr. Weidenbach provided an update on Public Health Improvement Plan progress to the Board. Year 1 work plans were completed in May 2019 and performance management dashboards were created and reviewed in June-July 2019. Staff in each priority area are initiating work with partners and a two-page overview has been created for each priority area. The PHIP public web visualization product is in progress with completion slated for October 2019. Finally, priority area leads and staff will report progress at internal Performance Forums and will host biannual update meetings with external partners approximately every six months.

Annual Update on Syringe Access Program and Considerations for Expansion

Dr. Douglas provided an update on TCHD's Aurora Syringe Access Services Program which provides comprehensive services for people who inject drugs including outreach, education, testing, referral and syringe exchange services. The program scope consists of a fixed site and street outreach, especially along Colfax Avenue. TCHD has also begun offering harm reduction and Naloxone outreach services (without sterile syringe dispensing) in Englewood, Commerce City, Federal Heights, Thornton, Westminster, Brighton and unincorporated Adams County with plans to include Northglenn.

TCHD will bring a proposal to the Board of Health in October or December 2019 to change the program name to "Tri-County Syringe Access Services" and expand current harm reduction outreach in Commerce City, Federal Heights, and Southwest Adams County to a full service syringe access program (with syringes).

Report on Vote for NALBOH Officers

Dr. Fawell announced that Ms. Mullica was elected as an at-large member of the National Association of Local Boards of Health (NALBOH) Board.

Immunizations Program Update

Ms. Grande and Ms. Miller provided an Immunization Program update to the Board members. Major accomplishments in the past one to two years includes expanded vaccination opportunities at onsite clinics and off-site school and community-based clinics; response to multiple outbreaks of disease such as hepatitis A, mumps and tuberculosis; and support for schools and child care centers for immunization rate reporting and access to the immunization registry. Goals for the next one to two years include expanding immunization coverage with increased attention to kindergarten MMR vaccination rates, establishing additional community-based vaccination clinics, and increasing onsite clinic capacity to meet client demand.

Retail Food Program Update

Mr. Hlavacek provided an update on the Retail Food Program to the Board members. Major accomplishments in the past one to two years include increasing staffing, moving to the FDA Food Code, implementing the FDA Voluntary Program Standards, streamlining the annual retail food establishment licensing process, and improving food safety training and educational handouts. Goals for the next one to two years include implementing changes in program enforcement resulting from 2019 legislation, adopting the CDPHE-approved ratings system (currently under development), continuing work on the FDA Voluntary Program Standards, and moving towards the acceptance of electronic plan reviews.

Executive Director's Report

Patty Boyd Profiled as Mental Health Champion

TCHD's Patty Boyd was featured in a recent online publication series profiling "Mental Health Champions." The [article](#) describes ongoing efforts to normalize the focus on mental wellness and to reduce the stigma around mental health care.

Diabetes Education Program Receives Full CDC Recognition

TCHD's diabetes prevention program, Journey to Wellness, received Full Recognition status from the Centers for Disease Control and Prevention (CDC). This rigorous designation requires meeting all performance and outcomes standards including attendance, physical activity and weight loss among participants.

TCHD Staff to Present at Statewide Conference

A total of 20 TCHD staff will be giving a total of nine presentations at the Colorado Public Health Association's (CPHA's) annual Public Health in the Rockies Conference in Keystone, Colorado, August 27-30, 2019.

New Data Available on Substance Misuse among Pregnant and Postpartum Women

TCHD's updated [report](#) features information on substance use among women of reproductive age with a focus on pregnancy and the postpartum period.

Class Sessions to Prevent Injuries Due to Falls

TCHD recently completed partnership agreements with five organizations to deliver fall prevention classes to priority populations across the five-county metro area.

Cybersecurity Update

In 2018, TCHD's Layered Network Security Model won a NACCHO Promising Practice award. Since that time, our Information Technology (IT) team has continued to improve our cybersecurity and plans to implement an annual third-party security audit to test the systems we have in place and make recommendations on security improvements. We will also implement security training for staff in 2020 as part of the TCHD Strategic Plan.

Update on Financial Management System Replacement

TCHD's Administration and Finance Division is working with consultant BerryDunn to analyze requirements for a complete Financial Management System replacement.

Partnership Tracking Tool Update

TCHD is launching a Partnership Tracking Tool and internal Partnership Procedure in August 2019 to guide strategic decisions about partnership development and outreach; increase internal awareness and collaboration with common partners; reduce redundancy in partner outreach and meeting participation; and increase staff capacity to develop shared strategies and measure outcomes across partners, regions, and focus areas.

New Class of Dietetic Interns

TCHD's Nutrition Division and Dietetic Internship Program welcomes six new faces to our organization. The class of 2019-2020 begins on August 12, 2019 and ends on June 18, 2020. The Dietetic Interns will complete over 1,400 supervised practice hours and demonstrate over 40 competencies in the areas of dietetics, community nutrition and public health.

Morgue Operations Seminar

On June 18, 2019, the All-Hazards North Central Region Fatalities Management Committee hosted a Morgue Operations Seminar. TCHD Emergency Preparedness and Response staff participated in this seminar as the lead for the regional health and medical component, Emergency Support Function #8.

Arapahoe Senior Dental Program Grants

In July, TCHD received a Colorado Dental Health Care Program for Low-Income Seniors grant from the Colorado Department of Health Care Policy & Financing. This \$51,513 grant will enable us to provide dental treatment to clients who do not qualify for Medicaid. TCHD also submitted a \$65,000 grant proposal to Delta Dental of Colorado Foundation to purchase updated equipment and conduct community outreach.

FY 2020 Budget Study Sessions Scheduled With Commissioners

TCHD has scheduled study sessions to present our fiscal year 2020 proposed budget to our County Commissioners. Dates, times and locations were provided to the Board of Health members.

TCHD All-Staff Meeting

Information on TCHD's Annual All-Staff Meeting was provided to Board members.

Immunization Awareness Collaboration with CDPHE

On June 13, 2019, Governor Jared Polis signed an executive order in an effort to support programs and policies to increase Colorado's immunization rates. In response, CDPHE established a goal to increase Colorado's kindergarten MMR rates from 87.4 percent to 90 percent by June 2020. TCHD is collaborating with CDPHE to increase kindergarten MMR vaccination rates in our jurisdiction via outreach to parents and schools and offering additional vaccine clinics in areas with low vaccination rates.

Framing Language to Effectively Support Child Development and Mental Health

TCHD's Patty Boyd partnered on development of an American Communities Project article entitled, "[On Child Well-Being, Colorado Moving Beyond Family Bubble to Village Model](#)", which describes the accomplishments of the collaboratively developed Early Childhood Colorado Partnership's message bank, photo bank, and trainings. This effort provides tools for reframing conversations to improve child development and mental wellbeing.

Partnering with the LGBTQ+ Community to Reduce Tobacco Use

TCHD and Tobacco Free 303 teamed up on August 3, 2019 to offer information and resources on tobacco cessation, sexual health, and harm reduction to the LGBTQ+ community.

Update on Public Health Transformation and Core Public Health Services

Public Health Transformation is a process that has included the adoption of a new Core Public Health Services Framework; the completion of a cost assessment; and the development of communications tools and key messages. All 53 local public health agencies in Colorado are required to complete cost assessments which will be analyzed by a consulting firm to determine the cost of implementing and providing statewide core public health services. The final report should be released later this year.

Communications tools and the development of key messages are in process with Frameworks Institute and should be ready for distribution by October 2019.

Working to Reduce Poverty

TCHD's Maternal and Child Health program has partnered with the Piton Foundation's Get Ahead Colorado for the past four years to spread the word about the Earned Income Tax Credit (EITC). Get Ahead provides resources to families who qualify for the EITC along with free tax preparation through Tax Help Colorado.

International Overdose Awareness Day Event

The Tri-County Overdose Prevention Partnership (TCOPP) will host its annual International Overdose Awareness Day event on August 28th at 10:00 a.m. at the 84th Avenue Neighborhood Health Center in Westminster.

Educational Events for Healthcare Providers on Opiate Use

TCOPP will host educational events for healthcare providers on August 20th in Lone Tree and on August 22nd in Thornton. These events will focus on evidence-based treatment for addiction and pain and how providers can integrate these treatments into their practices.

Restaurant Ratings Consumer Focus Groups

CDPHE is facilitating statewide consumer focus groups to obtain input on a proposed restaurant ratings system and how and where ratings would be displayed (e.g., health department website). A survey will also be broadly disseminated by health departments throughout Colorado to substantially expand consumer input. TCHD plans to implement the new ratings system once this process is complete and new guidance has been issued by CDPHE in 2020.

Perfluorinated Compounds in Groundwater in Adams County

TCHD, in coordination with CDPHE, is continuing to investigate the presence of Perfluorinated Compounds (PFCs) in groundwater in south Adams County and on Buckley Air Force Base in Aurora.

Other Items

Ms. Reyes inquired on the status of the opioid lawsuit; however, neither Dr. Douglas nor Commissioner Conti had anything of note to report.

Set Agenda for the October 15, 2019 Meeting

The October 15, 2019 meeting agenda will include: 1) a public hearing to consider the adoption of a supplemental budget appropriation, and 2) a summary of TCHD's legislative engagement activities in 2019.

Board Member Remarks

None.

Closing Remarks

None.

Adjournment

MOTION: Ms. Joswick moved to adjourn the meeting at 7:37 p.m. Mr. Nannestad seconded and the motion was approved unanimously.