



**Board of Health Meeting  
February 13, 2020  
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, Secretary, Arapahoe County	Present
Thomas Fawell, MD, Arapahoe County	Present
Kaia Gallagher, PhD, Arapahoe County	Present
Marsha Jaroch, NP, Douglas County	Present
Paulette Joswick, RN, Douglas County	Present
Julie Mullica, Adams County	Present
Zachary Nannestad, Vice President, Douglas County	Present (via Zoom)
Rosanna Reyes, RN, President, Adams County	Present
Naomi Steenson, RD, 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, Director of Nutrition	Present
Ronnae Brockman, Executive Assistant	Present
Patty Buckle, Interim Director of Administration and Finance	Present
John M. Douglas, Jr., MD, Executive Director	Present
Mame Fuhrman, Director of the Office of Human Resources	Present
Penny Grande, Director of Nursing	Present
Brian Hlavacek, Director of Environmental Health	Present
Jennifer Ludwig, Deputy Director	Present
Kelly Weidenbach, Director of Planning and Information Management	Present

**Call to Order**

Ms. Reyes called the meeting to order at 4:31 p.m.

**Introductions**

All Board of Health members and Executive Management Team members introduced themselves.

Ms. Askenazi introduced Jennifer Kret, Syndromic Surveillance Epidemiologist, and Ashley Richter, Communicable Disease Epidemiology Manager. Mr. Hlavacek introduced Jennifer Charles, Water Quality Specialist, and Lynn Robbio Wagner, Environmental Health Supervisor. Ms. Baumgartner introduced Kathy Staats, Prevention and Policy Specialist; Heidi Fritz, Healthy Eating and Active Living Manager; and Jessie Reeder, Chronic Disease Prevention Specialist. Ms. Weidenbach introduced Matthew Jackson, Public Health Planning Initiatives Coordinator; Callie Preheim, Population Health Epidemiologist; and Tim Glazier, Information Technology

Service Desk Analyst. Ms. Ludwig introduced Becky O'Guin, Strategic Communication Manager, and Penny Grande introduced Meghan Prentiss, Regional Health Connector. Kathleen Conti, Arapahoe County Commissioner, and Emma Pinter, Adams County Commissioner, arrived later.

### **Current Infectious Disease Events**

Ms. Richter presented communicable disease surveillance data for 2019; summarized 2019 rabies activity in TCHD's jurisdiction and statewide; provided updates on the 2019-2020 influenza season, the hepatitis A outbreak among homeless people and those who use drugs, and a measles case in Adams County; and discussed the 2019 novel coronavirus outbreak (COVID-19).

### **Resolution in Appreciation of Naomi Steenson's Service**

Ms. Reyes presented a plaque to Ms. Steenson and read a Board of Health Resolution in recognition of Ms. Steenson's dedicated service from December 2011 to February 2020. Ms. Steenson, in turn, thanked the Board members for their friendship and collaboration.

### **Appointment of a New Board of Health Secretary**

Ms. Reyes appointed Ms. Brainard as Secretary and Ms. Brainard accepted the position.

### **Approval of the Minutes of the December 10, 2019 Meeting**

The minutes of the December 10, 2019 meeting were presented to the Board for review. Mr. Nannestad noted that the minutes incorrectly listed Dr. Gallagher as President instead of Dr. Fawell.

**MOTION: Ms. Brainard moved to approve the minutes of the December 10, 2019 meeting with the above correction and Ms. Jaroch seconded. The motion was approved unanimously.**

### **Approval of the Financial Statements Dated November 30, 2019**

Ms. Buckle presented the financial statements dated November 30, 2019 to the Board for review. She stated that year-to-date (YTD) revenue totaled \$38.2 million, which was lower than budgeted by \$1.1 million and YTD expenditures totaled \$37.6 million, which was lower than budgeted by \$1.9 million. Overall, the actual net operating surplus through the month of November is \$588,000. Additionally, TCHD invests a portion of its fund balance with Chandler Asset Management in a \$6 million dollar bond portfolio, with JPMorgan Chase with \$5 million in a laddered CD portfolio, and has approximately \$4 million invested with CSafe.

Dr. Fawell noted that several Environmental Health program expenses are over budget. Mr. Hlavacek stated that these line items reflect the programs in which Environmental Health Specialists actually spent their time and coded it in our timekeeping system. This can vary from where personnel were initially budgeted based on incidents that occur during the fiscal year.

**MOTION: Ms. Steenson moved to accept the financial statements dated November 30, 2019 as presented and Ms. Mullica seconded. The motion was approved unanimously.**

**Public Hearing: Adoption of Updated Methamphetamine Regulation**

Ms. Reyes opened the public hearing at 5:23 p.m. It was noted that the public hearing was duly advertised in the Legal Notices section of *The Denver Post* on Sunday, February 2, 2020.

Per Mr. Hlavacek, pursuant to CRS § 25-18.5-105(2) and 25-1-508(5)g, TCHD's Board of Health is authorized and empowered to adopt rules and regulations for the cleanup of illegal drug laboratories. An update to TCHD's current regulation is being proposed to align with language in the Colorado State Board of Health regulation, 6 CCR 1014-3, and would add reporting requirements for all sampling conducted by state-approved consultants. If adopted, the updated regulation will be designated as TCHD *Regulation IDL-20 for the Decontamination of Methamphetamine-Affected Properties*, and would become effective March 1, 2020.

Doug Knappe, Hazardous Waste Program Manager with the Colorado Department of Public Health and Environment (CDPHE), was present in the audience, but did not wish to speak. Mr. Hlavacek referred the Board to the letter of support in their packet that was submitted by Mr. Knappe.

Ms. Reyes noted that no one else from the public was present to speak on this issue and closed the public hearing at 5:32 p.m.

**MOTION: Dr. Gallagher moved to adopt TCHD *Regulation IDL-20 for the Decontamination of Methamphetamine-Affected Properties*, to be effective March 1, 2020. Ms. Jaroch seconded and the motion was approved unanimously.**

**Public Hearing: Adoption of Supplemental Budget Appropriation**

Ms. Reyes opened the public hearing at 5:33 p.m. It was noted that the public hearing was duly advertised in the Legal Notices section of *The Denver Post* on Sunday, February 2, 2020. Ms. Buckle explained that the supplemental budget appropriation resolution would amend TCHD's 2020 budget to reflect revenue received since the 2020 budget was adopted in December 2019. TCHD cannot spend additional funding received during the year unless it is identified by the Board of Health and a supplemental budget appropriation resolution is approved. The net result is an \$865,004 increase over our adopted 2020 budget. Ms. Reyes noted that no one from the public was present to speak on this issue and closed the public hearing at 5:35 p.m.

**MOTION: Ms. Steenson moved to approve the proposed 2020 Supplemental Budget Appropriation and Resolution as presented. Ms. Jaroch seconded and the motion was approved unanimously.**

**FY 2020 Budget Development Calendar/Determine Board Budget Subcommittee Members**

Ms. Buckle presented TCHD's budget development calendar for fiscal year 2021 to the Board. The calendar contains two budget meetings with Board of Health representatives: one in May 2020 to review budget dynamics and justifications for planned budget requests and one in July 2020 to review budget presentation content and approach. The following Board members volunteered to serve on the Board of Health Budget Subcommittee: Ms. Brainard, Dr. Gallagher, Ms. Jaroch, and Ms. Mullica.

**Resolution on Sugar Sweetened Beverages**

Ms. Staats and Ms. Fritz presented a proposed resolution in support of healthy beverage public health policies to the Board that cites the link between sugary drink consumption and obesity and chronic disease. The resolution encourages action by a variety of stakeholders including local governments, hospitals and health systems, the business community, childcare providers, school districts and schools, parents and guardians, and the research community. TCHD is committed to working with these and other stakeholder groups to advance these strategies on behalf of all children in our communities.

Ms. Jaroch stated that she was concerned about the statement in the resolution that links sugary drink consumption with mental health and behavioral outcomes. She noted that articles called out energy drinks (caffeine levels) far more than sugary drinks in relation to mental health and behavioral outcomes and stated that the wording in the proposed resolution sounds ominous. She recommended that the wording be amended to “Sugary drink consumption may have this effect...” or “Excessive consumption of sugary drinks could have this effect...” Dr. Fawell agreed that there is a lot of hyperbole and that wording should be adjusted.

Dr. Gallagher stated that she is concerned with the “Now, therefore, be it resolved...” section which calls out seven stakeholder groups and contains generic recommendations for each. She asked whether the resolution is in support of policies or laws or guidelines and whether there is a resource available to help these groups develop and advance these strategies. Ms. Sager pointed out that the resolution names TCHD as a resource.

Ms. Jaroch recommended that everything under the “Now, therefore, be it resolved...” section be removed and replaced with wording such as “We’re committed to implementing unbiased, evidence-based interventions to increase opportunities...”

Commissioner Conti stated that the resolution should list what should be consumed and what shouldn’t (e.g., sports drinks are bad, water is good).

Dr. Fawell stated that obesity and chronic disease is a complex and multifaceted subject. It isn’t just the sugar in your diet or a genetic strain or a specific group of people. Additionally, we serve three counties; therefore, specifying that sugary drinks affect one group, such as Black and Hispanic children, more than another may not be the best way to get the message across.

Ms. Mullica stated that she supports the resolution and that the message it conveys is important. Dr. Fawell stated that he agrees with Ms. Mullica’s comments, but doesn’t want to scare people into believing that everything with sugar is going to cause mental illness.

Dr. Gallagher recommended that the resolution be revised and presented for adoption at the April 9, 2020 meeting. Dr. Gallagher, Dr. Fawell, Ms. Jaroch, and Ms. Mullica volunteered to work with TCHD staff to revise the resolution.

**ACTION ITEM: Dr. Gallagher, Dr. Fawell, Ms. Jaroch and Ms. Mullica to work with TCHD staff on revisions to the resolution on sugar-sweetened beverages. The revised resolution will be presented to the Board for adoption at the April 9, 2020 meeting.**

**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: Dr. Fawell moved to continue posting public meeting notices at each TCHD office and on TCHD's website and Ms. Jaroch seconded. The motion was approved unanimously.**

**Determine 2020 Meeting Times and Location(s)**

Ms. Joswick proposed that meetings continue to be held at TCHD's Administrative Office to avoid public confusion and staff inconvenience. She stated that the Board members committed to this meeting location when they accepted their appointments to the Board. Dr. Fawell and Ms. Brainard agreed.

**MOTION: Dr. Fawell moved that 2020 Board meetings be held at TCHD's Administrative Office at 4:30 p.m. on the second Thursday of every even-numbered month. Ms. Joswick seconded and the motion was approved unanimously.**

**Public Health Improvement Plan Progress Update: Food Access**

Ms. Bonczynski provided a progress update and discussed next steps related to TCHD's efforts to increase food access and promote food security and healthy eating habits.

Dr. Gallagher inquired whether TCHD has looked at WIC enrollment rates by criteria other than by county (e.g., zip code, age, marital status, school district, etc.). Ms. Bonczynski stated that we have performed GIS mapping of "eligible, but not enrolled" individuals to identify the hotspots and have conducted targeted outreach in these areas.

Ms. Mullica stated that some individuals won't choose to sign up for WIC regardless of their need. She asked how TCHD could meet the needs of these individuals' children. Ms. Bonczynski stated that TCHD will share the information we have and work with Adams County to target these populations. TCHD is in the process of hiring an Adams County-dedicated Food Security Specialist.

**List of Community Partners**

Dr. Douglas stated that, in 2019, TCHD purchased a software tool to help manage the large number of partnerships we have in an effort to better track community meetings, policies, collaborations and opportunities. Our system currently contains almost 200 partners. A sample list of our collaborative partners and how they relate to our PHIP, our Regional Health Connectors (RHCs) and some of our large programs was included in the Board meeting packet.

### **Retail Food Establishment Inspection and Enforcement System**

Mr. Hlavacek explained that, during the 2019 legislative session, Colorado Revised Statute 25-4-1611, the “Civil Penalty Statute” was repealed and replaced. Colorado Revised Statute 25-4-1611.5, the replacement statute, became effective on January 1, 2020. The new statute contains a modified enforcement protocol and adopts a new retail food establishment grading system. Inspection results will continue to be available on our website for retail food establishments in our jurisdiction

### **Legislative Update**

Melissa Sager, Policy and Intergovernmental Affairs Manager, provided an update to the Board on several bills of interest in the Colorado State Legislature.

**ACTION ITEM: Ms. Sager to determine who is in charge of legislative efforts for Douglas County.**

### **Executive Director’s Report**

#### **Douglas County Nurse Support Program**

On December 16, 2019, Douglas County agreed to implement a Nurse Support Program. TCHD will begin receiving referrals to see clients in late January to early February.

#### **Improving Health through Poverty Reduction**

TCHD’s Maternal and Child Health team is leading a department-wide effort to promote the Earned Income Tax Credit to our employees and clients with campaign materials from the Piton Foundation and via text message and robocalls to households in zip codes experiencing higher rates of poverty.

#### **Children and Youth with Special Health Care Needs**

TCHD’s Maternal Child Health (MCH) Medical Home team recently completed a strengths assessment to help inform and enhance our support of children and youth with special health care needs and their families. The MCH team will use the results to incorporate strategies such as increasing parent and caregiver connections to peer support networks, which can build capacity within families and communities, resulting in increased resilience, stronger self-advocacy skills, and better health outcomes.

#### **Advancing Breastfeeding in Colorado**

An update was provided on breastfeeding promotion outcomes at childcare centers, medical offices and other businesses in TCHD’s jurisdiction. TCHD is also working with CDPHE’s Breastfeeding in Child Care Advisory Committee to develop a training module and pilot program for a statewide version of the Breastfeeding Friendly Child Care Certification.

#### **Local Tobacco Policy Update**

The City of Castle Pines passed a comprehensive tobacco retailer license and minimum legal sales age ordinance on December 12, 2019. This is the first such ordinance in

TCHD's jurisdiction. TCHD staff are currently having conversations with ten municipalities about these policies and are reaching out to all municipalities with offers of support.

### **Federal and State Tobacco Policy Update**

On December 20, 2019, the U.S. Food and Drug Administration announced it would immediately begin implementing and enforcing a federal minimum legal sales age of 21 for all tobacco products, including electronic devices. On the first day of Colorado's legislative session, HB20-1001 was introduced, which would raise the statewide minimum legal sales age to 21 and institute a statewide tobacco retailer license. TCHD continues to encourage local communities to adopt their own measures to ensure local compliance.

### **Healthy Aging**

Research shows that education and intergenerational connection are effective in reducing ageism. TCHD's Healthy Aging team hosted a learning event for applicable staff in December as part of a campaign to increase understanding of ageism and its adverse effects.

### **Adams County-Funded Positions**

Adams County has funded two specific positions to work on public health issues that they have designated as high priorities: a Food Security Specialist and an Air Quality Policy and Program Specialist. TCHD is currently working to fill both positions.

### **Mental Health Promotion and Suicide Prevention Position**

Beginning January 1, 2020, general funds were allocated to support TCHD's role in mental health promotion and suicide prevention. Staff are working with an external contractor and a broad system of partners to create a structural framework of shared mental health promotion strategies and to develop actionable recommendations for public health's role in improving mental health and preventing suicide in our counties.

### **Summary of Point of Dispensing Exercise**

On January 8, 2020, TCHD conducted a full-scale point of dispensing (POD) exercise (*Operation POD-Cast*) at the Front Range Community College in Adams County. During the exercise, POD set up and operations were tested with specific focus on serving unaccompanied minors.

### **Annual Public Health Emergency Operations Plan Approval**

TCHD's Public Health Emergency Operations Plan sets the framework and infrastructure for how TCHD prepares for and responds to incidents. This plan is reviewed and updated by subject matter experts annually and is then submitted to TCHD leadership for approval every January.

### **TCHD Branding Guide**

On February 20, 2020, new branding standards were implemented across TCHD to ensure consistency and to continue to build credibility with our residents and partners.

### **TCHD WIC Funded to Implement a Colorado WIC Centralized Referral Pilot**

CDPHE's WIC program has been awarded grant funding from the Colorado Health Foundation to pilot a centralized referral process. TCHD's Westminster WIC clinic will participate in this pilot. Also, starting in late summer, TCHD will pilot a two-way texting platform for communication and outreach to potential WIC clients.

### **Strategic Initiatives Funding Support for Plan Implementation**

TCHD's 2020 Adopted Budget includes \$136,000 for strategic initiatives to support efforts related to our Public Health Improvement Plan and our Strategic Plan. Four projects were funded in January with two additional application periods available; one in March and the other in May.

### **Compensation and Benefits Consultant**

TCHD has contracted with a compensation and benefits consultant to work with our Human Resources personnel, our Strategic Plan Task Force, and TCHD management to produce a refreshed and standardized market-based Pay Plan and a completed Compensation Resource Guide for our employees.

### **Summary of Kaiser Survey Results**

Survey results from December 2019 indicate employee satisfaction with Kaiser medical coverage has improved in all areas, except access to specialty care, since we first contracted with Kaiser in 2018. Our Kaiser representatives are working with us to address employees' concerns and to provide education on navigating Kaiser's system.

### **Immunization Campaign Summary**

From October 22, 2019 to December 31, 2019, TCHD ran a Measles, Mumps and Rubella (MMR) immunization campaign to raise immunization rates among kindergarten-aged children. This was done in partnership with the Denver Department of Public Health and Environment and Jefferson County Public Health and was funded by a grant from CDPHE. While results are not final, early numbers indicate that kindergarten MMR rates have gone up in the last reporting cycle.

### **Partner Requests and Community Events**

In addition to TCHD's community campaigns, programs, and services, our agency receives a high volume of ad hoc requests from partners for participation in a wide variety of health-influencing events. In 2019, TCHD participated in 133 events stemming from ad hoc requests, reaching a total of 5,965 community members.

### **TCHD's Learning Management System Goes Live**

As part of TCHD's Workforce Development Plan and strategic initiatives, a new Learning Management System (LMS) went live for all TCHD employees on January 31, 2020. Our new LMS will provide easy access to quality on-line trainings that will help advance employee skills and competencies in a variety of areas.

### **Update on Electronic Health Record Implementation**

TCHD's Nursing Division is currently working with Netsmart to evaluate an upgraded version of their Electronic Health Record (EHR) called, "myInsight". Our current EHR, "Insight", is antiquated and will not be supported by the company in coming years. Our Nursing Informatics team is also assessing other EHRs on the market to ensure we select the best fit for our agency. New system implementation will occur in late 2020 or early 2021.

### **CABO Update**

TCHD's Project CABO! (Enterprise Resource Planning/Human Resource Information System) is continuing to move forward. TCHD has scored vendor proposals and has identified the vendors who will be invited back for demonstrations. We hope to contract with a vendor or vendors by the end of April. Our anticipated go-live date is currently planned for April 2021.

### **Public Charge and Staff Guidance**

On January 27, 2020, the Supreme Court ruled that the "Public Charge" rule could go into effect. This means some immigrants can now be penalized for utilizing benefits such as SNAP, Medicaid, and housing assistance when going through the immigration process. TCHD staff are following the rule-making process closely to ensure we can provide accurate information and quality referrals to our clients.

### **2020 National Radon Action Month Activities**

TCHD provided an update of its activities during National Radon Action Month (January) which included public education and dissemination of free radon test kits. These activities were made possible through a \$5,000 grant from CDPHE.

### **Response to the December 2019 Suncor Incident**

TCHD provided an update on the coordinated response to the December 11, 2019 Suncor incident that resulted in catalyst material being released into the air as well as the efforts being undertaken to minimize such incidents in the future. TCHD is also continuing to push for an Industrial Area Coordination Plan that would set the framework for response to complex incidents within Adams County, specifically Commerce City, that require cross-jurisdictional and cross-disciplinary efforts.

### **Other Items**

Ms. Mullica requested more frequent updates on the new Mental Health Promotion/Suicide Prevention position as well as TCHD's activities in Adams County.

**ACTION ITEM: Dr. Douglas to contact Ms. Mullica to discuss what would be helpful.**

### **Set Agenda for the April 9, 2020 Meeting**

The April 9, 2020 meeting agenda will include a presentation on Public Health 3.0 for Board members, an update on the opiate lawsuit, and an update on the work of the contracted Mental Health Promotion and Suicide Prevention position and how it fits into our PHIP.

**Board Member Remarks**

Ms. Brainard stated that she likes the new microphone system and that she also would like the Board to have a future discussion about how often Board members should attend meetings in person versus attending virtually (via Zoom).

Ms. Brainard wished Ms. Steenson the best of luck and told her that she would be missed.

**ACTION ITEM: Ms. Brockman to forward our legal counsel's opinion on Colorado's open meetings law to the Board.**

**Closing Remarks**

None.

**Adjournment**

**MOTION: Ms. Jaroch moved to adjourn the meeting at 7:18 p.m. Ms. Brainard seconded and the motion was approved unanimously.**

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Rosanna Reyes, President

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Jan Brainard, Secretary