

**Tri-County Board of Health Meeting
December 8, 2009
Minutes**

The Board of Health was officially called to order at 5:08 p.m. by Thomas Fawell, M.D., Board President, at Blackstone Country Club, 7777 South Country Club Parkway, Aurora, Colorado, 80016. Other members comprising a quorum included Ruth Fischhaber; Janice Brainard; Kaia Gallagher, Ph.D.; and Joseph Anderson, M.D. Dr. Richard Vogt, Executive Director, and several TCHD employees were also in attendance.

Introductions

None.

Approval of the Minutes of the October 13, 2009 Meeting

The minutes of the October 13, 2009 meeting were presented to the Board for review.

MOTION: Ms. Brainard moved to approve the minutes of the October 13, 2009 meeting as written and Dr. Gallagher seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated October 31, 2009

The financial statements dated October 31, 2009 were presented to the Board for review. Dr. Fawell noted that TCHD is at 81.8% of its budget with 83.3% of the year complete.

MOTION: Ms. Fischhaber moved to approve the financial statements dated October 31, 2009 and Dr. Gallagher seconded. The motion was approved unanimously.

Public Hearing: Adoption of the Proposed 2010 Budget and Appropriation Resolution

Dr. Fawell opened the public hearing for the adoption of TCHD's 2010 proposed budget and appropriation resolution at 5:43 p.m. It was noted that the public hearing was duly advertised in the Legal Notices section of *The Denver Post* on Sunday, November 22, 2009.

Dr. Vogt informed the Board that the only change from the 2010 proposed to the 2010 adopted budget is that TCHD will receive a 2.7 percent increase from our counties instead of our requested four percent increase. The 2.7 percent increase reflects the population growth in our three counties. Our county per capita rate will remain at \$6.79. The \$115,247 difference will be offset by a \$71,795 rent reduction in Arapahoe County and by reducing personnel costs by \$43,452. Dr. Vogt stated that his ultimate goal is to avoid laying off employees for any financial reasons.

Dr. Gallagher inquired whether federal stimulus dollars would be added to the adopted budget if TCHD was awarded money from the Communities Putting Prevention to Work grant. Stacy Weinberg, Director of the Epidemiology, Planning and Communication Division, informed the Board that TCHD applied for \$13,084,366 under this grant and should receive notification around the end of January or beginning of February 2010. Dr. Vogt stated that we would not revise our adopted budget. He would notify the Board of the amount and how it would be used.

Dr. Fawell noted that no one from the public was present to speak and closed the public hearing at 5:58 p.m.

MOTION: Dr. Gallagher moved to approve the 2010 proposed budget and appropriation resolution as presented and Ms. Fischhaber seconded. The motion was approved unanimously.

Set 2010 Board of Health Meeting Schedule

The Board members discussed the meeting schedule for 2010.

ACTION ITEM: Dr. Gallagher moved to hold Board of Health meetings at 4:30 p.m. on the second Tuesday of February, April, June, August, October, and December 2010 and Ms. Brainard seconded. The motion was approved unanimously.

H1N1 Response Update

Dr. Vogt announced that as of December 7, 2009, TCHD employees had vaccinated 45,738 people at 43 school-based clinics. Of that number, 15,385 were children under ten years of age, 11,728 were individuals ten to 24 years of age, 9,079 were people 25 to 64 years of age with underlying medical conditions, 1,437 were pregnant women, and 1,281 were health care workers. We also allocated 130,200 doses to health care providers and 10,182 doses to emergency medical services and fire department personnel. We plan to begin vaccinating all comers beginning December 9, 2009. Currently, 14 additional school-based clinics are scheduled between now and the third week of December. TCHD will switch to appointment-based stationary clinics beginning in January 2010.

Dr. Fawell inquired whether there had been adverse reactions to the H1N1 influenza vaccine. Dr. Vogt stated that Vaccine Adverse Event Reporting System (VAERS) data indicates that adverse reactions occur at a comparable rate and are similar to those associated with seasonal influenza vaccine. Also, Dr. Nancy Williams, our Epidemic Intelligence Service (EIS) Officer, is conducting surveillance for needlesticks and immediate adverse reactions to the H1N1 vaccine in our school-based clinics. To date, there have been very few reactions noted.

Ms. Fischhaber stated that TCHD's response has been a well-planned and successful operation.

Update from the Public Health Act Advisory Group

Ms. Weinberg informed the Board that the Public Health Act Advisory Group met last week and mainly discussed the meeting that was held in Colorado Springs on November 30, 2009. The key issues are getting the rural Boards of County Commissioners and Boards of Health on board and the unfunded mandate.

The State Public Health Improvement Plan will be presented to the State Board of Health next week. The state will also appoint a task force to develop a local health department assessment tool and a task force for funding.

Space Planning Update

Administrative Office

Bruce Wilson, Deputy Director, announced that TCHD has selected the Atrium III building located at 6162 S. Willow Drive as the preferred site for its administrative offices and is currently negotiating terms with their management company. Mr. Wilson distributed a pre-tax occupancy cost comparison between Atrium III and our current location, which is split between the Plaza 7000 and Paragon buildings. Studley

completed the model using assumptions based on actual landlord proposals of occupancy costs including rent, operating expenses and real estate taxes. The analysis shows that, between July 1, 2010 and June 30 2012, TCHD will be saving \$6.77 per rentable square foot by consolidating at Atrium III. We will also be occupying 58.8% more space (51,732 square feet vs. 32,569), but only paying 8.3% more.

Dr. Anderson asked whether the cost of rent would increase after the second year. John Muske, Director of the Administration and Finance Division, stated that rent would increase by \$1.00 per square foot in the fourth year.

Ms. Fischhaber inquired on the cost of construction to build out the space. Mr. Muske stated that construction will cost approximately \$3.2 million. Of this amount, \$1.7 million will be covered by a tenant improvement allowance from the building owner and TCHD will pay approximately \$1.5 million, which we have budgeted for and set aside in the facilities reserve fund with the Board's approval. Additionally, TCHD will receive six months of free rent, which will further offset our costs.

Ms. Fischhaber asked about the renovation timeline. Mr. Wilson stated that construction will take approximately six weeks. He believes we will occupy the space by June 30, 2010.

Altura Plaza

Mr. Wilson informed the Board that Arapahoe County has agreed to reduce our rent at Altura Plaza by \$71,000 in 2010 with a further reduction in 2011.

TCHD Annual All-Staff Meeting Reminder

Dr. Vogt reminded the Board that TCHD's Annual All-Staff Meeting would be held on Thursday, December 10, 2009 from 10:00 a.m. to 3:00 p.m. at the Summit Conference and Event Center, 411 Sable Boulevard, Aurora, CO 80011. He invited the Board members to attend.

Board Member Meetings with the Commissioners

Dr. Fawell stated that he met with Commissioner Rod Bockenfeld and discussed rent relief in Arapahoe County. Rent reduction is planned beginning in 2010 with further reductions in 2011 and 2012.

Executive Director's Report

Prescription Drug Take Back Program

The detection of trace amounts of medications in wastewater treatment plant effluents and drinking water supplies has raised concerns about potential impacts to ecosystems and human health. Although some of this pollution is caused by metabolized medicines in human and animal waste, a significant portion comes from flushing unwanted drugs and over-the-counter medications. Unwanted medicines kept in the home also may fall into the hands of children or drug abusers.

The Colorado Department of Public Health and Environment and a consortium of concerned organizations will launch a pilot program December 1st by offering a secure and environmentally responsible way for people to dispose of unwanted medicines. Tamper-resistant collection boxes are now available at locations around the Denver metro area, including several King Soopers stores, the Englewood and Commerce City Tri-County Health Department offices and Denver Health.

The Colorado Department of Public Health and Environment has contracted with the waste-management firm, Curbside Inc., to install the secure collection boxes and to collect and dispose of the waste medicines. The boxes are intended for household medications, including prescription drugs and over-the-counter products, but ***cannot accept narcotics, controlled substances or medications from clinics, hospitals or nursing homes***. A guidebook attached to each collection box will explain which products can be deposited.

To prevent theft, each box requires two keys, and Curbside Inc. will immediately crush the contents upon collection to render them unusable. The waste materials will be incinerated at a facility licensed to handle medical waste. The pilot program is scheduled to run for two years, and will provide state regulators with data needed to determine if a state-wide program is feasible.

Planned ISDS Regulation Update in 2010

TCHD's Environmental Health Division is revising Individual Sewage Disposal System (ISDS) Regulation Number I-02 (I-02) and plans to have the updated version completed by January 2011. The primary change will require "Use Permits" upon a sale, change in use, or remodel of a property served by an ISDS. To obtain a Use Permit, the ISDS must be inspected by a certified third party inspector and any problems or deficiencies must be repaired. Jefferson, Boulder, and Summit County Health Departments have implemented Use Permit programs. Implementation of the "Use Permit" requirement will accomplish the following:

- Identify and repair problems with the ISDS that may result in premature failure
- Identify ISDS that were never permitted by TCHD, which will allow us to include them in our records
- Increase homeowner awareness and knowledge about their ISDS

Additionally, the Colorado Department of Public Health and Environment has initiated a statewide stakeholder process to review the current ISDS Statute and Guidelines and determine what changes need to be made in order to improve the state ISDS program. Committees have been formed to address the following issues: use permits, performance-based regulation (current regulations are prescriptive), training and certification of ISDS practitioners, septage management, grey water, the 2000 gallon/day limit on local permits, and the permit fee cap (currently \$1000).

Auditor Selection Timeline

The Audit Request for Proposal (RFP) was announced to all 30 Colorado firms listed as members of the American Institute of Certified Public Accounts (AICPA) Government Audit Quality Center and an ad was placed in the *Denver Post* on November 14, 2009. The RFP can also be found on Tri-County Health Department's web site. The following is the timeline for the selection of a new auditor:

DATE	
12/03/09	Pre-RFP submission meeting (9:30 a.m.) at 7000 E. Belleview Ave., Suite 301, Greenwood Village, CO 80111
01/05/10	Receipt of proposal deadline (4:00 p.m.)
02/09/10	Executive Director gives recommendation to the Board of Health Board of Health approves, modifies or rejects
TBD	Proposed contract presented to Executive Director for approval, modification or rejection
04/01/10	Audit begins
04/30/10	Audit completed

05/25/10 Draft audit due
06/08/10 Draft audit presented to the Board of Health
07/16/10 Indirect cost report due to management
07/30/10 Indirect cost report presented to management
08/10/10 Final audit presentation to the Board of Health

Staff Presentations at the American Dietetic Association National Conference

The Nutrition Division had two presentations at the American Dietetic Association (ADA) National Conference, which was held October 17-20, 2009 in Denver:

Sue Howk, Colleen Domer and Cindy Marino presented a poster session on Tri-County Health Department's successful Worksite Wellness Campaign, "Hold the Holidays: Participants Hold the Weight." Results of the project showed a total weight loss of 277.5 pounds for the 229 employees who participated. A total of 34 teams lost between one and 23 pounds from Thanksgiving through New Year's in 2008.

Heidi Fritz, Dietetic Internship Director, partnered with Suzanne Logan, the Dietetic Internship Director at Penrose Hospital in Colorado Springs, to present a session on Cost/Benefit of a Dietetic Internship. They compared the costs and benefits of running a dietetic education program in public health and hospital settings. The program was attended by directors from around the country interested in learning how to sustain dietetic programming in the economic downturn. Both programs were able to show that benefits outweighed the costs of running the programs. The presentation focused on ways to conduct a cost/benefit study and how to use the data for program sustainability and improvement.

Other Items

County Health Profiles

Ms. Weinberg distributed the 2008 County Health Profiles for Adams, Arapahoe and Douglas Counties to the Board. The purpose of these profiles is to provide a broad picture of the health status of our counties compared to the state of Colorado and *Healthy People 2010* national target objectives.

Set Agenda for the February 9, 2010 Meeting

The following items will be on the agenda for the February 9, 2010 Board of Health meeting: 1) auditor selection, 2) report from the Board of Health Nominating Committee, 3) space planning update, and 4) an update from the Public Health Act Advisory Group.

Board Member Remarks

H1N1 Influenza

Dr. Gallagher stated that the public is confused regarding priority groups and H1N1 versus seasonal influenza vaccine. Additionally, many seniors don't understand why they are not a priority group for H1N1 vaccination. Dr. Vogt stated that TCHD is issuing a press release tomorrow to notify the public that H1N1 vaccine is now available to everyone.

Dr. Gallagher inquired whether there was still a need to get vaccinated since H1N1 influenza activity has greatly decreased. Dr. Vogt explained that pandemics typically occur in waves, therefore it is possible that H1N1 could reemerge.

Coyotes

Dr. Gallagher stated that she has been encountering packs of six coyotes while walking her dog. She can foresee continuing conflict between humans and coyotes in future years and is afraid that the packs will grow larger. She understands that coyote control is not TCHD's responsibility aside from the leg hold trapping issue. Dr. Vogt explained that efforts to reduce the coyote population have been unsuccessful because the coyote population rebounds immediately following suppression. Also, the Colorado Division of Wildlife has no comprehensive plan to manage coyotes; therefore most cities approach coyote control individually. This is an issue that would best be addressed by the state legislature and the Colorado Division of Wildlife. Tom Butts, Director of the Environmental Health Division, stated that the cities in Arapahoe County are working together to develop a uniform plan to manage coyotes. TCHD is also watching for a potential emergence of rabies in the coyote population. Should this occur, Amendment 14 of the Colorado State Constitution will enable TCHD to be more involved if necessary, because rabies is a public health issue.

Closing Remarks

Dr. Fawell stated that it has been an honor to serve as the Board of Health President.

Next Meeting

The next meeting of the TCHD Board of Health will be held on Tuesday, February 9, 2010 at 4:30 P.M. at Tri-County Health Department, 7000 East Belleview Avenue, Suite 370, Greenwood Village, Colorado 80111.

Adjournment

The meeting was adjourned at 6:12 p.m. by general consent.

Thomas Fawell, M.D., President

Ruth Fischhaber, Secretary