

**Tri-County Board of Health Meeting  
June 8, 2010  
Minutes**

The Board of Health was officially called to order at 4:32 p.m. by Ruth Fischhaber, Board President, at Tri-County Health Department, 7000 E. Belleview Avenue, Suite 370, Greenwood Village, Colorado 80111. Other members comprising a quorum included Kaia Gallagher, Ph.D.; Micheal Acree; Janice Brainard; Carole Adducci; Paulette Joswick; Richard Hale and Joseph Anderson, M.D. Dr. Richard Vogt, Executive Director, and several Tri-County Health Department (TCHD) employees were also in attendance.

**Introductions**

Stacy Weinberg, Director of the Epidemiology, Planning and Communication Division, introduced Patty Boyd, Communities Putting Prevention to Work Program Manager; Joan Wills, Marketing and Outreach Coordinator; and Maura Prozer, Chronic Disease and Injury Prevention Coordinator.

Tom Butts, Director of the Environmental Health Division, introduced Warren Brown, Public Health Engineer.

**Approval of the Minutes of the April 13, 2010 Meeting**

The minutes of the April 13, 2010 meeting were presented to the Board for review.

**MOTION: Mr. Hale moved to approve the minutes of the April 13, 2010 meeting as written and Mr. Acree seconded. The motion was approved unanimously.**

**Approval of the Financial Statements Dated April 30, 2010**

Dr. Vogt presented the financial statements dated April 30, 2010 to the Board for review. He noted that TCHD has spent 29.8% of its budget with 33.3% of the year complete.

Mr. Hale inquired why patients were paying less for some nursing services. Jeanne North, Director of the Nursing Division, explained that some nursing service fees are based on a sliding scale and that, due to the recession, more patients are falling at the lower end of the scale.

Mr. Hale also noted the reduction in tobacco funding. Dr. Vogt explained that the state legislature redirected Amendment 35 funding.

Dr. Anderson inquired whether TCHD targeted obesity among Women, Infants and Children (WIC) program clients. Anne Bennett, Director of the Nutrition Division, answered affirmatively and listed several activities.

Finally, Dr. Anderson addressed the \$51,500 budgeted for bank charges and inquired whether TCHD had “shopped around” for a better deal. John Muske stated that this was on his “to do” list. Mr. Butts explained that bank charges also include bounced check fees from Environmental Health and Public Health Nursing clients.

**MOTION: Ms. Brainard moved to accept the financial statements dated April 30, 2010 as presented and Mr. Hale seconded. The motion was approved unanimously.**

**Public Hearing: Individual Sewage Disposal System Variance Hearing**

Ms. Fischhaber opened the public hearing at 4:49 p.m. regarding the Individual Sewage Disposal System (ISDS) variance request for Girl's Hope Home located at 6781 S. Richfield Street, Foxfield, Colorado. The public hearing was duly advertised in *The Denver Post* on May 23, 2010 and notification letters were sent to adjacent property owners.

Warren Brown, Public Health Engineer, explained that in order to accommodate the planned expansion of the existing residence from three to eight bedrooms, the existing ISDS was expanded in December 2009. At that time, it was noted that the ISDS expansion would encroach on the required setback distance from the existing water well due to lack of suitable area on the site. Specifically, the nearest absorption area trench would be located 69 feet from the well instead of 100 feet. The applicant indicated that they would abandon the well since the home was connected to public water.

Following the ISDS expansion, the Girl's Hope Home decided to keep the well for landscape irrigation and has indicated that they will face an economic hardship if they are required to abandon the well and pay for public water. The well is only used seasonally for landscape irrigation for 50% of the site and has no potable connection or use. Additionally, the well casing has been extended from 20 to 80 feet, which exceeds the minimum total diagonal separation as outlined in both TCHD Regulation I-02, Individual Sewage Disposal Systems, and the Colorado State Driller Regulation, making this well and leach field eligible for a variance for horizontal separation. TCHD staff have carefully reviewed the variance request and visited the site and recommend that it be approved by the Board of Health.

Tracy Goodwin, Office Administrator for Boys Hope Girls Hope, spoke on behalf of the organization.

Ms. Fischhaber noted that there were no further comments from the public and closed the public hearing at 5:06 p.m.

**MOTION: Ms. Joswick moved to approve the variance request and Mr. Hale seconded. The motion was approved unanimously.**

**Public Hearing: Proposed Environmental Health Fee Changes**

Ms. Fischhaber opened the public hearing at 5:07 PM regarding the adoption of the proposed Environmental Health fee changes. The public hearing was duly advertised in *The Denver Post* on May 9, 2010.

Tom Butts, Director of Environmental Health, explained that, pursuant to C.R.S. 25-1-508(5)(j), C.R.S. 25-1-709(1)(b), 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 is used annually to adjust fees to recoup actual and direct costs. This year, Environmental Health began using three years of data instead of one, which will help to decrease fee fluctuations from year to year.

Mr. Butts presented the proposed fees to the Board and summarized the major changes. If adopted, the new fees would become effective July 1, 2010.

Ms. Fischhaber noted that no one from the public was present to speak on this issue and closed the public hearing at 5:15 p.m.

**MOTION: Ms. Joswick moved to adopt the proposed Environmental Health fees. Dr. Gallagher seconded and the motion was approved unanimously.**

### **Draft Audit Report for 2009**

Bert Bondi and Karissa Childs, Certified Public Accountants with Bondi and Company, presented the 2009 Draft Audit Report to the Board.

Ms. Brainard inquired on the bank reconciliation finding. Mr. Bondi explained that an accurate year-end bank reconciliation of TCHD's main operating account was not available until five months into the next fiscal year. John Muske, Director of the Administration and Finance Division, explained that there was no overlap with the last Controller. TCHD did receive reconciliation reports from the Arapahoe County Treasurer that were marked "Reconciled," therefore, he and the current Controller were unaware that they needed to do this on their own. Mr. Muske stated that this has been corrected.

Mr. Bondi stated that the final 2009 Audit Report would be presented to the Board at their August 10, 2010 meeting.

### **2011 Budgetary Dynamics**

Dr. Vogt presented the 2011 major budgetary dynamics to the Board. He summarized anticipated increases and decreases in general fund revenues, general fund expenditures and grant funding for the upcoming fiscal year.

### **Communities Putting Prevention to Work (CPPW) Grant Update and Budget**

Ms. Weinberg gave a PowerPoint presentation to the Board on TCHD's CPPW grant activities and budget. TCHD was awarded a two-year, \$10.5 million grant from the Centers for Disease Control and Prevention (CDC) to increase opportunities for healthy eating and physical activity for the residents of Adams, Arapahoe and Douglas Counties by affecting sustainable policy, systems and environmental changes in school and community settings. TCHD plans to direct approximately 70% of the \$10.5 million award to school districts, municipalities and other community organizations.

Dr. Gallagher inquired whether local obesity data collection was part of this effort. Ms. Weinberg explained that the CDC was coordinating Behavioral Risk Factor Surveillance System (BRFSS) oversampling statewide to obtain baseline and end of grant data. Also, our school districts must conduct a Youth Risk Behavior Survey (YRBS) as a condition of receiving a grant from us. Mr. Hale asked who would look at the outcomes. Ms. Weinberg stated that TCHD must do this. We also must provide quarterly reports to the CDC on our activities.

Ms. Brainard inquired whether there was any plan to move this program to the other parts of Colorado. Ms. Weinberg explained that separate funding went to the Colorado Department of Public Health and Environment (CDPHE) for this purpose. CDPHE also applied for a CPPW grant on behalf of Colorado's smaller counties; however, they were not funded. Dr. Vogt stated that, under the Health Care Reform Bill, \$500 million (which could grow to \$2 billion) is

designated for public health activities. There is some thought of awarding CPPW grants to those applicants who were approved, but not funded.

Mr. Hale requested that TCHD provide periodic reports to the Board on our CPPW activities. Dr. Vogt agreed to do this.

**ACTION ITEM: TCHD to provide periodic reports on our CPPW activities to the Board.**

### **Legislative Session Report**

#### **Medical Marijuana**

Dr. Vogt informed the Board that Governor Ritter signed House Bill 1284 and Senate Bill 109 into law. HB 1284 appoints the Department of Revenue as the state licensing authority. TCHD and other Colorado health departments are concerned about the regulation of marijuana infused products, especially food, which neither bill addresses. TCHD is working to have a role in regulating these products.

#### **Vital Records**

Senate Bill 006 prohibits the state from charging a fee for a certified birth certificate or death certificate if the applicant is a county department of social services or human services or if the applicant has a letter of referral from one of these entities. The fee is expected to increase to \$20 for a birth certificate, to \$19 for an original death certificate and to \$11 for each additional copy to help offset the cost of providing some certificates free of charge. Dr. Vogt stated that the fee increase won't cover our entire loss of revenue.

#### **Needle Exchange**

Senate Bill 189 creates an exemption from drug paraphernalia laws for an employee or volunteer of an approved clean syringe exchange program. It grants a county or district board of health the authority to approve such a program if proposed by a county or district public health agency provided certain procedures are followed. TCHD is participating in a meeting hosted by the Arapahoe County Sheriff's Office on June 30, 2010. Although there is currently no funding available, this could change the latter part of 2010.

### **H1N1 Fall Planning**

Dr. Vogt stated that the CDC does not plan to extend H1N1 funding beyond July 31, 2010. The fall seasonal influenza vaccine will include H1N1. The federal intent was to have the private sector take on the responsibility of influenza vaccination this season.

### **Public Health Act Steering Committee Update**

Ms. Weinberg relayed that several task forces are working towards Public Health Act implementation. TCHD is very involved in the public health improvement process. Dr. Vogt will participate on the Funding Task Force. Mr. Muske is a member of the Grants Administration Task Force, which is currently addressing state grant and contract standardization. Ms. Weinberg is the chairperson of the Assessment and Planning Task Force, which is establishing protocol for periodic assessment which must be conducted every five years. This protocol should be completed by the end of 2010 and will be piloted at select public health agencies. Also, public health accreditation is coming in 2011 and is voluntary for local public health agencies. Dr. Vogt stated that accreditation will not be done immediately for all takers because they can only do 200

per year out of a total of 2,800 local health departments in the United States. He also advised waiting until the process is more solidified.

### **CALBOH Update**

Jeanne North informed the Board that the CALBOH inaugural meeting was held last week at the Colorado Counties, Inc. (CCI) Summer Conference. The group elected a Board of Directors and passed Bylaws.

### **18<sup>th</sup> Annual NALBOH Conference**

Dr. Vogt reminded the Board that the 18<sup>th</sup> Annual NALBOH Conference will be held August 5-7, 2010 in Omaha, Nebraska. Dr. Fawell and Ms. Adducci plan to attend.

**ACTION ITEM: Board members to notify Ronnae Brockman, Executive Assistant, if they wish to attend the 18<sup>th</sup> Annual NALBOH Conference.**

### **Space Planning Update**

#### **Belleview Office Relocation**

Bruce Wilson, Deputy Director, announced that construction has begun at Atrium III, which is located at 6162 S. Willow Drive in Greenwood Village. Our projected move will occur in early September 2010.

#### **Altura Plaza**

TCHD will most likely end up with three floors at this location. We currently occupy one-and-a-quarter floors.

### **Executive Director's Report**

#### **NACCHO Model Practice Award for Produce and Health Fairs**

TCHD has received a National Association of County and City Health Officials (NACCHO) Model Practice Award for the seventh year in a row! This year the award goes to the Nutrition Division for their Produce and Health Fairs, which are held in Adams, Arapahoe, Denver and Jefferson Counties to provide fresh produce and health information to low-income clients.

#### **General Mills Grant**

The Nutrition Division's General Mills Champions for Healthy Kids Youth Nutrition and Fitness grant proposal has been selected as a 2010 grant recipient. The grant is for \$10,000 and will be used to increase access to healthy foods and activity for children in our three counties.

#### **Skunk Rabies Update**

As of May 18, 2010, 45 rabid animals (40 skunks, three other wild animals, and two domestic animals) have been detected in Colorado in 2010. Of these, one skunk was collected in Adams County, four skunks and one horse were collected in Arapahoe County, and four skunks were collected in Douglas County. In response to this ongoing public health threat, TCHD has created the first public health veterinarian position at a local health department in Colorado. The incumbent has already completed a review of TCHD's rabies exposure assessment protocol and will be participating in a state-wide task force for rabies response. Other components of TCHD's

comprehensive response include: active surveillance among skunks to better characterize the geographic distribution of skunk variant rabies in the Tri-County area; health alerts to promote availability of rabies biologics and to educate physicians on their use; a survey of hospitals to determine availability of rabies biologics to Tri-County residents; a media campaign to promote vaccination of domestic animals; and offering post-exposure rabies vaccine to Tri-County residents on a fee-for-service basis.

#### **West Nile Virus/Mosquito Mitigation**

It is very difficult to forecast the potential for West Nile virus (WNV) in the upcoming 2010 mosquito season; however, we expect some level of WNV activity. Continuous WNV monitoring will occur from June through September through human, equine and mosquito surveillance activities. We will also continue to use the “Fight the Bite” campaign to educate citizens on preventive measures and will recommend increased mosquito control efforts to appropriate local control agencies when elevated activity is observed, especially in the vicinity of human WNV cases.

#### **New Community Garden**

TCHD has form a partnership with School District 27J to start our newest community garden project. The garden is located outside the district’s administrative office, less than one mile from the Brighton WIC office, and has received a donation of seeds and 160 transplants from a Brighton nursery. Additionally, several Eagle Scouts have contributed by building a fence, raised beds, compost bins and benches. TCHD clients and community members are welcome to come out to the garden, which is located at 18551 East 160<sup>th</sup> Avenue, Brighton and participate.

#### **Community College of Aurora Adopts Tobacco-Free Campus Policy**

TCHD Tobacco Prevention Program staff have been working with the Community College of Aurora (CCA) to pass a Tobacco-Free Campus policy. Beginning August 23, 2010, both the CentreTech & Lowry campuses will be tobacco free, except in college-owned parking lots. The policy also prohibits selling, sampling, distributing, advertising, marketing, and promoting tobacco products on college property or at college-sponsored events. CCA is one of only five Colorado colleges to implement a smoke free/tobacco free campus.

#### **National WIC Presentations**

The National WIC Conference was held May 2-5, 2010 in Milwaukee, Wisconsin. Sue Howk, RD and Kathleen Rebollo, RD presented a panel session on creative training techniques that TCHD has developed. Each participant received a tool kit with ideas and pre-planned training activities that can be used with new or experienced WIC staff in any agency. Heidi Williams, RD, MPH presented the poster: *Worksite Wellness—Interventions that Work*, which highlighted the success of our Hold the Holidays and National Nutrition Month Volumetrics challenges.

#### **Colorado Counties, Inc. Presentation**

Jeanne North, Director of Nursing, and a nurse manager from El Paso County Health Department shared their experiences developing and implementing public health programs that partner with Adams, Arapahoe and El Paso Counties’ Departments of Human Services. In 1999, TCHD was the first local health department in Colorado to develop a partnership with the Adams County Department of Human Services. Arapahoe County’s collaboration began in 2007 with a similar model of home visitation providing parenting support to families on Temporary Assistance to Needy Families (TANF). Currently, eight other local health departments are implementing similar collaborations with County Human Services with guidance from TCHD nurses.

**Set Agenda for the August 10, 2010 Meeting**

Items that will be included on the August 10, 2010 agenda are: 1) 2011 proposed budget, 2) final audit report, 3) resolution to alter the 2010 fund balance, 4) CPPW grant update, 5) CALBOH membership discussion, and 6) a space update.

**Board Member Remarks**

None.

**Closing Remarks**

None.

**Adjournment**

The meeting was adjourned at 7:47 p.m. by general consent.

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Ruth Fischhaber, President

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Paulette Joswick, Secretary