

**Tri-County Board of Health Meeting
June 9, 2009
Minutes**

Board of Health was officially called to order at 4:30 P.M. by Thomas Fawell, M.D., Board President, at Tri-County Health Department (TCHD), Administrative Office, 7000 E. Belleview Avenue, Suite 370, Greenwood Village, Colorado, 80111. Other members comprising a quorum included Ruth Fischhaber; Kaia Gallagher, Ph.D.; Lois Tochtrop; Joseph Anderson, M.D.; Micheal Acree; Nick Robinson; Janice Brainard; and Paulette Joswick. Dr. Richard Vogt, Executive Director, and several TCHD employees were also in attendance.

Introductions

John Muske, Director of Administration and Finance, introduced Susan Motsco, TCHD's contract Controller.

Tom Butts, Director of Environmental Health, introduced Jeremy Sax, Regional Planner, who is filling in for Michele Askenazi, Director of the Office of Emergency Preparedness, during her maternity leave.

Bruce Wilson, Deputy Director, introduced his Administrative Assistant, Patty Schauer.

Approval of the Minutes of the April 14, 2009 Meeting

The minutes of the April 14, 2009 meeting were presented to the Board for review.

MOTION: Mr. Robinson moved to approve the minutes of the April 14, 2009 meeting as written and Ms. Joswick seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated April 30, 2009

Dr.Fawell noted that TCHD's expenditures equaled 30.3 percent of its budget with 33.4 percent of the year completed.

Ms. Fischhaber inquired on the type of expenditures included under the "special pay" line item. Mr. Muske explained that this line item includes payments to staff for emergency preparedness exercises, on-call pay, etc.

Ms. Joswick asked about the "health insurance income" line item. Mr. Muske explained that this was an overpayment that was refunded to TCHD.

MOTION: Ms. Fischhaber moved to approve the financial statements dated April 30, 2009 and Ms. Joswick seconded. The motion was approved unanimously.

2008 Draft Auditor's Report

Pat Hall, a Certified Public Accountant with Jaspers and Hall, P.C., presented the draft Independent Auditor's Report for the year ended December 31, 2008 to the Board. Mr. Hall informed the Board that, in his firm's opinion, the financial statements presented fairly, in all material respects, the financial position of TCHD as of December 31, 2008 and the results of its operations for the year then ended, in conformity with accounting principles generally accepted in the United States of America. He also stated that TCHD is in a very solid financial position.

Dr. Fawell asked why deferred revenue is a liability. Mr. Hall explained that deferred revenue is contract money that has been received before the service has been provided.

Dr. Gallagher inquired whether emergency preparedness funding could be used for novel H1N1 influenza-related activities. Dr. Vogt stated that TCHD has received permission to use emergency preparedness funding for past and future H1N1 activities. Additionally, President Obama has designated \$1.5 billion to address vaccine and overhead costs for H1N1.

Ms. Brainard stated that she liked receiving the draft Auditor's Report via e-mail; however, she would have preferred to see it projected on the screen at the meeting to save paper. She did not print the report because it was 26 pages long.

2010 Budgetary Dynamics

Dr. Vogt presented the 2010 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.

Dr. Vogt informed the Board that TCHD has \$1.6 million in carryover funding from 2008 and suggested that this money be placed in the facilities savings account. He stated that he would approach the Board with any planned expenditures of this money. Dr. Fawell inquired whether placing this money in the facilities account would restrict its use for other purposes. Dr. Vogt stated that this money could be re-designated anytime at the Board's discretion.

MOTION: Ms. Tochtrop moved to place the \$1.6 million in carryover funding from 2008 into the facilities fund and Ms. Joswick seconded. The motion was approved unanimously.

Dr. Vogt stated that current information indicates that state per capita funding will be similar to the amount TCHD received last year; however, this could change. Ms. Tochtrop stated that things are stabilizing.

Dr. Vogt announced that Senate Bill 09-223 passed, which will provide approximately \$300,000 in additional fees for restaurant licensing. This increase still won't cover program costs; however, it will help to offset expenditures. The licensing fee increase resulted from a compromise made with the Colorado Restaurant Association.

Dr. Vogt stated that the budget proposal will be presented to the Board of Health at the August 11, 2009 meeting.

H1N1 Influenza Update

Dr. Vogt informed the Board that novel H1N1 came on scene rapidly. It began in Mexico and will ultimately be found in all 50 United States. As of June 9, 2009, 25,288 cases have been confirmed in 73 countries. There have been 13,217 cases in the United States with 27 deaths. Colorado has 73 confirmed cases with zero deaths. 39 cases have been reported in TCHD's jurisdiction: 20 in Arapahoe County, 15 in Adams County and four in Douglas County. Nine TCHD schools have reported at least one H1N1 case.

The Centers for Disease Control and Prevention (CDC) will be watching the southern hemisphere where winter is beginning. This will help us gauge how severe novel H1N1 will be for us this winter. The goal

is to prepare a vaccine in the United States and make it available by October 15, 2009. The Advisory Committee on Immunization Practices (ACIP) will determine who should receive the vaccine.

Ms. Tochtrop inquired whether the cases in TCHD's jurisdiction were clustered. Dr. Vogt stated that there has been no cluster of cases except for in one school where five people were ill: one teacher and four students.

Ms. Tochtrop asked whether the public will make a run on immunizations once it is known that a vaccine is available. Dr. Vogt stated that in 1976 during the swine flu outbreak, public reaction ranged from those who didn't care through those who were panicked. As public health workers, we need to ensure that those individuals most at risk are the ones who receive the vaccine.

Update From the Public Health Reauthorization Act Advisory Group

Stacy Weinberg, Director of Epidemiology, Planning and Communication, stated that the controversial issue is developing a set of statewide core services that can be supported by small local health departments as well as large ones. It is also feared that some county commissioners may decide to only provide funding for these core services. Most of the other workgroups are on hold until core services have been identified. The goal is to complete the components of the state public health improvement plan by July 2009 and then have critical input sessions around the state in August 2009. Currently, a critical input session is scheduled for August 3, 2009 in Denver and another session is scheduled for August 13, 2009 in Broomfield.

Public Health Hero Luncheon

The Public Health Hero luncheon will be held at the Blackstone Country Club, 7777 S. Country Club Parkway, Aurora, Colorado, 80016, from 11:30 A.M. to 1:30 P.M. Seven Public Health Heroes will be honored.

Update on Board of Health Member Meetings with Their County Commissioners

Ms. Joswick stated that she has an appointment scheduled to meet with the Douglas County Commissioners. Ms. Brainard stated that she has made appointments to meet with the Arapahoe County Commissioners; however, they are extremely busy and she has been canceled twice. Dr. Gallagher met with Commissioner Pat Noonan, who was very engaged. Dr. Vogt stated that he also spoke with Commissioner Noonan and reported that she is interested in visiting TCHD to learn about our programs.

Executive Director's Report

New EIS Officer Appointed

Nancy Williams MD, MPH, an Epidemic Intelligence Service (EIS) Officer from CDC, will be joining TCHD for two years, beginning in August 2009. EIS is an elite post-graduate training program for health professionals interested in applied epidemiology. This program places qualified individuals at selected state and large metropolitan health departments across the country. TCHD has hosted two previous EIS Officers, and is honored to have been chosen once again as a host site. Dr. Williams will be bringing expertise in Occupational Medicine and will be working on a variety of projects related to both infectious and non-infectious diseases.

Household Chemical Roundup Update

The first 2009 Household Chemical Roundup was held on April 25, 2009 in Parker. A total of 387 vehicles participated in the Roundup, which is the lowest number of participants since 2003. TCHD staff and volunteers collected a total of 37,366 pounds (19 tons) of hazardous materials. The following week, a Household Chemical Roundup was held at Water World in Federal Heights on May 2, 2009. A total of 280 vehicles participated in this event. Although activity at this event has been declining since 2004, TCHD staff and volunteers collected 21,148 pounds (10.5 tons) of hazardous materials. We believe that the reduction in attendance this year is due to cold weather and the economy. One more event is scheduled in Adams County and two additional events are planned in Douglas County this year.

2009 Benefit Changes

TCHD negotiated a renewal with CIGNA Health Care with minor benefit changes resulting in an 11% overall premium increase to the CIGNA HMO and CIGNA POS plans effective June 1, 2009. Enrolled employees are responsible for 3% of the overall premium cost. TCHD also negotiated a renewal with Delta Dental of Colorado resulting in an 8.1% premium increase for the Premier and PPO/EPO plans effective June 1, 2009. Finally, Mines and Associates added legal and financial counseling services to the employee assistance program effective May 1, 2009. All other employee benefits remained the same.

'A Matter of Balance' Grant Award

For the 2009-2010 State fiscal year, Denver Regional Council of Governments (DRCOG) has awarded \$129,555 in State Funding for Senior Services (SFSS) funds to Tri-County Health Department to lead the development and coordination of an evidence-based older adult fall prevention program in the Denver-metro region. This program, *A Matter of Balance*, is a series of community-based classes with an established curriculum that has been shown to reduce fear of falling, stop the fear of falling cycle and improve activity levels among community-dwelling older adults. Funding will be used to hire a project coordinator and support the implementation of *A Matter of Balance* classes throughout the metro area. Community-based agencies will provide these classes under TCHD's leadership and coordination. The DRCOG grant is intended to support a multi-year project; however, each year continuation will depend upon the availability of SFSS funds.

Nutrition Care Process in WIC

Anne Bennett, Director of Nutrition, presented a session on the Nutrition Care Process (NCP) at the National Woman, Infants and Children (WIC) meeting in Nashville, TN on May 26, 2009. NCP is a newly mandated charting/documentation format for dietitians nationwide and must be implemented by 2012. WIC is also a mandated training site for dietetic interns and nutrition students. Ms. Bennett is currently working with the Colorado Local WIC Directors Association to implement NCP state-wide and will be presenting to this group in October.

Hepatitis A Response

On Thursday, April 16, 2008, TCHD was notified of a confirmed case of Hepatitis A in a produce worker at an Albertson's grocery store in Littleton, Colorado. Through the collaboration of Environmental Health and the Disease Control Program, TCHD identified five potentially risky foods: green onions; celery that had the leaves cut off; all lettuce that was not pre-bagged; any watermelon, cantaloupe or honeydew melon that had been cut into halves or quarters; and plastic containers that contained only pre-cut watermelon.

Albertson's confirmed that over 3,000 of these potentially risky foods had been sold to customers. Because of the nature of the public health threat, TCHD determined that a public point of dispensing (POD) site would be needed to provide shots in a timely manner. Utilizing TCHD's POD plan, the Office of Emergency Preparedness coordinated an agency-wide response, securing needed staff from all divisions and ensuring the POD location would meet the needs of the event. TCHD implemented the Incident Command System (ICS) and developed an ICS organizational chart that enabled staff from every division to easily coordinate and organize a unified agency response. Over the course of a couple of days, TCHD secured the staff and resources needed for the POD, including working with the Colorado Department of Public Health and Environment (CDPHE) to obtain additional doses of Immune Globulin from a health department in Texas and working with the Arapahoe County Sheriff's Office to provide needed security to ensure a safe and accessible POD site for the public. Columbine United Church was also key, as they volunteered access to their entire facility for two days, so that the POD could operate in a location easily accessible to potentially affected community members.

By providing effective, clear messages to the media, TCHD alerted the public to the time and location of the POD and identified who in the public should receive a shot. In just two days (April 20 – April 21), TCHD provided 1,291 disease-preventing shots to the public: 518 adults and infants received Immune Globulin and 620 adults and 153 children received the Hepatitis A vaccine. TCHD's agency-wide effort was truly a successful test of our emergency response capabilities.

Dr. Vogt informed the Board that TCHD will be billing Albertson's for the cost of the event.

Tornado at Southlands Mall

Tom Butts, Director of Environmental Health, informed the Board that the Aurora Environmental Health staff spent most of their time condemning food following the tornado at Southlands Mall. They got through half of the approximately 40 facilities yesterday and completed the rest today.

NACCHO Model Practice Award

Dr. Vogt announced that TCHD will receive its sixth consecutive National Association of County and City Health Officials (NACCHO) Model Practice Award. The program is entitled, *A Communicable Disease Tool for Schools: A Local Public Health Agency Addresses School Districts Needs Surrounding Infectious Disease Prevention and Response through an Interactive CD-Rom*. This year the recognition goes to Tista Ghosh, M.D., Medical Epidemiologist; Anita Watkins, Disease Intervention Coordinator; and Leslie Smith, a former Disease Intervention Specialist at TCHD. Dr. Vogt provided the medical expertise for this program.

Older Adult Fall Prevention Campaign

Ms. Weinberg presented Older Adult Fall Prevention Campaign posters to the Board of Health. She announced that Governor Ritter will kick-off this state-wide campaign on the steps of the State Capitol on June 22, 2009. Dr. Vogt will also be speaking at this event.

ACTION ITEM: Ms. Weinberg to notify Board members of the kick-off time once it has been confirmed by the Governor's office.

Public Health Nursing Annual Report

Jeanne North, Director of Nursing, distributed the Public Health Nursing Annual Report to the Board.

Set Agenda for the August 11, 2009 Meeting

The following items will be on the agenda for the August 11, 2009 Board of Health meeting: 1) 2010 budget study session, 2) the final Auditor's Report, 3) an update from the Public Health Reauthorization Act Advisory Group, and 4) a space planning update.

Board Member Remarks

None.

Closing Remarks

Dr. Fawell informed the Board members that a closed Executive Session would follow the Board of Health meeting.

Next Meeting

The next meeting of the TCHD Board of Health will be held on Tuesday, August 11, 2009 at 4:30 P.M. at Tri-County Health Department, 7000 E. Belleview Avenue, Suite 370, Greenwood Village, Colorado 80111.

Adjournment

MOTION: Mr. Robinson moved to adjourn the Board of Health meeting at 6:04 P.M. and Ms. Fischhaber seconded. The motion was approved unanimously.

Thomas Fawell, M.D., President

Ruth Fischhaber, Secretary