

**Tri-County Board of Health Meeting
February 12, 2013
Minutes**

The 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, 6162 S. Willow Drive, Suite 100, Greenwood Village, Colorado 80111. Other members comprising a quorum included Carole Adducci; Joseph Anderson, M.D.; Janice Brainard.; Kaia Gallagher, Ph.D.; Richard Hale; Paulette Joswick; Donald Parrot; and Naomi Steenson. Dr. Richard Vogt, Executive Director, and several Tri-County Health Department (TCHD) employees were also in attendance.

Introductions

Mark Harkleroad, Director of Administration and Finance, introduced Mark Hoskins, Budget Analyst, and Patty Buckle, Accounting Manager and Assistant Controller.

Jeanne North, Director of Nursing, introduced Chris Grano, Human Immunodeficiency Virus/Sexually Transmitted Infection Prevention Specialist.

Brian Hlavacek, Environmental Health Manager, introduced Steve Chavalier, Environmental Health Supervisor.

Maura Proser, Tobacco Program Manager and Chronic Disease and Injury Prevention Coordinator, introduced Jennifer Neumann, Tobacco Program Assistant, and Chris Bui, Tobacco Policy Coordinator.

Approval of the Minutes of the December 11, 2012 Meeting

The minutes of the December 11, 2012 meeting were presented to the Board for review.

MOTION: Ms. Adducci moved to approve the minutes of the December 11, 2012 meeting and Dr. Gallagher seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated November 30, 2012

Mr. Harkleroad presented the financial statements dated November 30, 2012 to the Board for review. He noted that TCHD has spent 83.52% of its budget with 92% of the year complete.

Ms. Brainard asked why the “Special Incentives” line item under “Supplies” was at 783% of budget. Ms. North explained that TCHD receives money from Social Services for the home visitation program to incentivize clients to stay in the program.

Mr. Parrot inquired why bank fees were at 163% of budget. Mr. Harkleroad explained that this line item includes not only banking fees, but fees charged to us for credit card transactions. In 2012, TCHD added credit card machines for the Environmental Health and Nursing Divisions, which is more efficient financially than trying to collect payment from clients later. Bank fees and credit card transaction fees are budgeted for and listed separately in TCHD’s 2013 budget.

MOTION: Mr. Parrot moved to approve the financial statements dated November 30, 2012 as presented and Ms. Steenson seconded. The motion was approved unanimously.

Corrected Fiscal Year 2013 Budget Appropriation Resolution

Mr. Harkleroad presented the Amended Fiscal Year 2013 Budget Appropriation Resolution to the Board. He explained that the total appropriation amount remains the same; however, county population figures were not calculated correctly, which required an adjustment in per capita amounts for each county.

MOTION: Ms. Brainard moved to adopt the Amended 2013 Budget Appropriation Resolution as presented and Ms. Joswick seconded. The motion was approved unanimously.

Report From the Board of Health Nominating Committee

On behalf of the Board of Health Nominating Committee, Dr. Gallagher recommended that the current slate of Board officers continue in their roles for another term: Thomas Fawell, M.D., President; Paulette Joswick, Vice President; and Carole Adducci, Secretary.

MOTION: Mr. Hale moved to accept the proposed slate of officers and Ms. Brainard seconded. The motion was approved unanimously.

Approve Locations for Posting Public Meeting Notices

Dr. Vogt informed the Board that C.R.S. 24-6-402(2)(c) requires local public bodies to designate the public place or places for posting public meeting notices annually at their first regular meeting of each calendar year. TCHD posts these notices at each of its eleven offices. Regular Board meetings are also listed on TCHD's website.

Dr. Gallagher inquired whether we could post public meeting notices at our Counties' administrative offices. Mr. Parrot suggested TCHD instead attempt to establish a link on our Counties' webpages to TCHD's website. Stacy Weinberg, Director of Epidemiology, Planning and Communication, stated that these links exist; we have links to them and they each have a link to us.

MOTION: Dr. Gallagher moved to continue to post public meeting notices at each of TCHD's eleven offices, list them on our website, and explore the possibility of posting public meets on our Counties' websites. Mr. Parrot seconded and the motion was approved unanimously.

ACTION ITEM: Ronnae Brockman, Executive Assistant, to look into posting regular Board of Health meetings on the Adams, Arapahoe and Douglas County websites.

Update: Gary Sky, Public Information Officer, is working with the Counties to update the information on their websites.

New Federal Vaccine Rules for the Use of 317 Funds

Ms. North discussed the challenges TCHD is facing with the implementation of new federal vaccine rules in response to the Affordable Care Act (ACA). As of January 1, 2013, "317 funds" can no longer be used by local health departments to purchase vaccine to provide routine vaccinations for children covered by health insurance, regardless of the type of coverage. These

rules will have a negative impact on vaccination rates because:

- Not all providers carry vaccine due to cost and delayed reimbursement
- Some families don't know where else to go for immunizations
- Some families have difficulty finding a provider who provides vaccinations
- Not all families understand their insurance coverage
- Some families have poor insurance coverage for preventative care and some insurance companies are not yet required to provide vaccine coverage

TCHD's philosophy has been to never miss an opportunity to vaccinate anyone regardless of their ability to pay. The cost for a two-month-old to receive the first round of immunizations is \$375. TCHD previously charged only a \$14 administrative fee for each vaccine, which was waived if the family was unable to pay. TCHD has taken the following steps to maximize the number of individuals we can immunize with vaccine purchased with 317 funds:

- Using 317 funding to purchase vaccines to respond to outbreaks of vaccine-preventable diseases. TCHD is currently using this funding to vaccinate children and adults during the pertussis outbreak.
- Finalizing a Memorandum of Understanding (MOU) between TCHD and two federally qualified health centers (FQHCs). This MOU "deputizes" TCHD, which permits us to vaccinate underinsured children with vaccine purchased with 317 funds.
- Due to Medicaid expansion, TCHD now bills slightly more Medicaid clients and has begun billing Child Health Plan Plus.

As the ACA is implemented in 2014, nearly all children will be covered by Medicaid or other insurance.

Mr. Parrot inquired whether the FQHC's could bill insurance companies on our behalf. Dr. Vogt stated that we have discussed contracting with other insurance companies, but we need to ensure the benefit is worth the cost.

Mr. Hale asked how many children are falling through the gaps. Ms. North stated that we turn away approximately ten percent of children seen in our immunization clinics. We have to refer insured individuals to their health care provider unless they can cover our costs.

Ms. Joswick stated that many Douglas County school children have received the Tetanus, Diphtheria and Acellular Pertussis (Tdap) vaccine due to the pertussis outbreak. Approximately 2,000 sixth graders still need this vaccination.

Ms. Brainard asked whether TCHD could approach the Colorado Health Foundation or the Colorado Trust to obtain funding for vaccines. Dr. Vogt responded that these organizations are interested in assisting access to care rather than providing direct care to individuals.

Mr. Parrot stated that, from a policy point of view, national and state organizations have the ability to address this issue as a political problem.

Mr. Harkleroad presented TCHD's Fiscal Year 2014 Budget Development Calendar to the Board.

Mr. Parrot noted that December 10, 2013 was the date set for the Board to approve TCHD's 2014 budget. He stated that, last year, the Board of Health's December meeting was out of sync with Douglas County's approval of their budget and inquired whether that would be the case again this year.

Mr. Harkleroad explained that we typically receive letters from our Boards of County Commissioners relaying their intent to approve our proposed budget prior to TCHD's December Board of Health meeting. Mr. Harkleroad will meet with the County Budget Managers later this year to review our 2014 proposed budget and agreed to revisit this topic with them.

ACTION ITEM: Mark to revisit the timing of the Board's adoption of TCHD's proposed budget with the County Budget Managers later this year.

New Commissioner Orientation

Dr. Vogt informed the Board that we have been unsuccessful in scheduling a joint New Commissioner Orientation and Public Health Improvement Plan focus group. We are now working towards establishing separate dates for these events.

Executive Director's Report

Revised Retail Food Establishment Rules and Regulations

The "Colorado Retail Food Establishment Rules and Regulations," which governs restaurants and grocery stores, has been revised and adopted by the Colorado Board of Health. The revised regulation will become effective March 1, 2013. TCHD's Environmental Health staff are currently receiving training on the new regulation and our inspection forms are being updated. A copy of the new regulation can be found on TCHD's website at: http://www.tchd.org/pdfs/colorado_retail_food_rules_and_regulations.pdf.

Upcoming Regional Mass Prophylaxis Exercise: "Operation Spore"

The Centers for Disease Control and Prevention's (CDC's) Cities Readiness Initiative (CRI) is a federally funded effort to prepare major US cities and metropolitan areas to effectively respond to a large-scale bioterrorist incident by dispensing medication to their entire identified population within 48 hours of the decision to do so. As part of this grant program, the ten counties of Colorado's North Central Region are partnering with El Paso and Park Counties to conduct a mass prophylaxis exercise on March 20-21, 2013. On the first day of the exercise, TCHD will be conducting a functional exercise to test the flow of information and the resource request process through the state-hosted incident management system, including the receipt and distribution of assets from the federally managed Strategic National Stockpile. In addition to working with external partners, TCHD will be testing internal staff Mass Prophylaxis to protect staff and families, which is the true process TCHD would implement before asking staff to report for duty during a response.

On March 21, 2013, TCHD will be activating the Public Health Incident Management Team (PHIMT) in the TCHD Department Operations Center in support of activities at two Points of Dispensing (PODs). TCHD will be opening a walk-through POD at Arapahoe Community College and a drive-through POD at the Douglas County Fairgrounds. These sites will be staffed

by individuals from TCHD, Elbert County, the City and County of Denver, and supported by participants from other jurisdictions and agencies. TCHD's Office of Emergency Preparedness and Response (EPR) is actively recruiting volunteers to go through the PODs to test throughput of the public and to test the Mass Prophylaxis Annex to our Public Health Emergency Operations Plan.

Tri-County Health Department Sponsors a New Medical Reserve Corps

The Rocky Mountain Medical Reserve Corps of Colorado (RMMRCCO), formed in November 2012 and sponsored by TCHD, focuses on providing a strong and willing volunteer force capable of supplementing the public health and emergency preparedness needs of Adams, Arapahoe, and Douglas Counties. While these three counties are the RMMRCCO's primary focus, the services of the RMMRCCO can be requested by any jurisdiction requiring support. A Medical Reserve Corps (MRC) coordinates the skills of both medical and non-medical volunteers who are willing to volunteer during the phases of preparation, response, recovery and mitigation – which include emergencies or disasters, exercises, health fairs, public health education, and more.

Electronics Landfill Disposal Ban

Senate Bill 12-133, "Electronic Recycling Jobs Act," prohibits the disposal of electronic devices in Colorado landfills as of July 1, 2013. The draft regulations are expected to be approved by the Solid and Hazardous Waste Commission in February 2013. "Waste electronic devices" include television sets, central processing units (CPUs), computer monitors, peripherals, printers, fax machines, laptops, notebooks, ultra books, net books, electronic tablets, digital video disc (DVD) players, video cassette recorders (VCRs) and video display devices with a screen greater than four inches. Any type of telephone, including a cell phone, is exempt under this ban and can still be disposed of in a landfill; however, TCHD recommends recycling these items.

These banned devices contain several hazardous components and toxic metals that can be recycled. These materials are not of concern while devices are in use. The most environmentally responsible option is recycling through a community collection event, a manufacturer's take-back program or a reputable electronics recycling firm. A website identifying registered recyclers and future collection events is under development by the Colorado Department of Public Health and Environment (CDPHE) will soon be available at www.e-cyclecolorado.info. More information is also available at <http://www.colorado.gov/cs/Satellite/CDPHE-HM/CBON/1251615964355>.

Denver Regional Council of Governments Boomer Bond Initiative

TCHD was recently awarded a six-month, \$75,000 contract to assist the Denver Regional Council of Governments (DRCOG) with its Boomer Bond Initiative, a regional response to anticipated growth in the older adult population. In 2003, one in eight residents was over the age of 60. By 2030, one in four residents will be over age 60.

The Boomer Bond Initiative's goal is to assist local governments with the development of strategies and tools to support healthy, independent aging in their communities. TCHD will assist DRCOG in developing a mechanism to assess a local governments' capacity and identify areas of focus to address constituents' needs. The contract also includes the development of a toolkit to assist communities in their efforts to address the needs of this growing population. TCHD anticipates starting the contract in February 2013.

Other Items

None.

Set Agenda for the April 9, 2013 Meeting

The April 9, 2013 Board of Health agenda will include: 1) a public hearing request for Environmental Health fee changes; and 2) an update on TCHD's Public Health Improvement Plan.

Board Member Remarks

None.

Closing Remarks

None.

Adjournment

MOTION: Mr. Hale moved to adjourn the meeting at 5:45 p.m. and Ms. Brainard seconded. The motion was approved unanimously.

Thomas Fawell, M.D., President

Carole Adducci, Secretary