

Tri-County Board of Health Meeting
August 13, 2013
Minutes

The Board of Health was officially called to order at 4:32 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; Rick Hale; and Naomi Steenson. Kaia Gallagher, Ph.D. and Paulette Joswick arrived later. Tom Butts, Interim Public Health Officer, and several Tri-County Health Department (TCHD) employees were also in attendance.

Introductions

Mark Harkleroad, Director of Administration and Information Technology, introduced Mike Belieu, Controller; Patty Buckle, Accounting Manager/Assistant Controller; and Mark Hoskins, Accountant.

Michele Askenazi, Director of the Office of Emergency Preparedness and Response, introduced Taylor Jones, Disease Intervention Program Manager.

Current Infectious Disease Events

Ms. Jones provided synopses of: 1) a multi-state *Salmonella* Typhimurium outbreak linked to baby bird exposure; 2) a hepatitis A outbreak linked to pomegranate seeds from Turkey; 3) an outbreak of *Salmonella* Heidelberg infection and *Staphylococcus aureus* intoxication associated with a family dinner party in Arapahoe County; and 4) the first confirmed measles cases in Colorado since 2006.

Study Session with Commissioners (FY 2014 Proposed Budget)

Mr. Butts announced that TCHD's fiscal year (FY) 2014 budget study session with the Adams, Arapahoe and Douglas County Commissioners was scheduled for Thursday, August 22, 2013 from 1:30-3:00 p.m. at the Adams County Government Center in Brighton. New Commissioner Orientation for Commissioners Henry, Tedesco and Partridge will occur immediately prior to the study session at 12:30 p.m. at the same location. Mr. Butts invited the Board members to attend both sessions.

Public Health Improvement Plan Update

Stacy Weinberg, Director of Epidemiology, Planning and Communication, informed the Board that TCHD hosted two prioritization meetings involving 24 stakeholder organizations. These organizations were asked to vote on the prioritization of the three main themes identified at stakeholder focus groups held earlier this year. "Mental health" was the clear winner with 12 votes. "Access to care" and "obesity and healthy eating" received six votes each. The next step is to write a five-year Public Health Improvement Plan that focuses on mental health in our jurisdiction. This Plan will include a wide range of strategic objectives for TCHD and our community partners.

Dr. Anderson agreed that there is a clear need for mental health services. He stated that, currently, there is no place to send patients with mental health issues except to a hospital emergency department.

Location for December Board Dinner Meeting

Dr. Fawell asked the Board members to send location suggestions for the annual Board dinner meeting to Ronnae Brockman, Executive Assistant.

ACTION ITEM: Board members to send location suggestions for the Board's annual dinner meeting to Ms. Brockman.

Approval of the Minutes of the June 12, 2013 Meeting

The minutes of the June 12, 2013 meeting were presented to the Board for review.

MOTION: Ms. Brainard moved to approve the minutes of the June 12, 2013 meeting as written and Dr. Anderson seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated May 31, 2013

Mr. Harkleroad presented the financial statements dated May 31, 2013 to the Board for review. He noted that expenditures were at 40.2 percent of budget with 41.7 percent of the year complete. He also informed the Board that, as of June 30, 2013, TCHD had a \$1.5 million budget surplus. Mr. Butts explained that cash flow is expected to be negative for the remainder of the year; therefore, the budget surplus will decrease throughout the second half of 2013.

Dr. Anderson inquired whether it was necessary for TCHD to have so many line items in its budget. Mr. Butts explained that they were needed to track grant-related expenses.

MOTION: Mr. Hale moved to accept the financial statements dated May 31, 2013 as presented and Ms. Adducci seconded. The motion was approved unanimously.

Fund Balance Redesignation

Mr. Harkleroad presented a resolution redesignating and supplementing TCHD's reserve fund balance and summarized the changes made to non-spendable, committed, assigned and unassigned funds.

MOTION: Ms. Brainard moved to adopt the Resolution Redesignating and Supplementing the Reserve Fund Balance as written. Mr. Hale seconded and the motion was approved unanimously.

Study Session: FY 2014 Proposed Budget

Mr. Harkleroad presented TCHD's draft FY 2014 proposed budget to the Board. He explained that TCHD is requesting a 1.42% increase based on population growth and an additional 1.42% increase in our county per capita funding rate from \$6.29 to \$6.38. Combined county per capita and population increases will result in an overall FY 2014 county appropriation increase of \$247,073.

TCHD is planning an overall net increase of 1.6 full-time equivalents (FTEs) in FY 2014, resulting from an additional 7.6 general-funded FTEs needed for increased support for retail food inspections, communicable disease response, septic system permitting, land use, and increased regulatory burden in administration and human resources. Conversely, we are projecting a decrease of 6.0 FTEs in direct-funded programs due to federal program budget reductions.

Finally, TCHD is proposing to utilize \$321,750 from its fund balance and \$330,000 in carry over funding from FY 2013 to cover one-time costs associated with improving or moving our Northglenn office to a new facility and providing new furnishings in the Altura Plaza building in Aurora, which is being renovated by Arapahoe County.

MOTION: Dr. Gallagher moved to support TCHD's FY 2014 Proposed Budget for consideration by the County Commissioners. Ms. Joswick seconded and the motion was approved unanimously.

Bi-Monthly Division Challenge: Incident Management with Crises and Recent Wildfires

Ms. Askenazi discussed TCHD Office of Emergency Preparedness and Response roles in incident management for: 1) small-scale incidents such as response to a hepatitis A outbreak or a boil water advisory; 2) public health-led large-scale incidents such as H1N1; and 3) non-public health-led incidents such as wildfires or the Aurora theatre shooting.

Challenges include balancing available agency resources and staff with incident response and continuing coverage of core public health services, and catching up on workload after our role in response has ended.

Update on SB13-185 Allowable Tobacco Grant Activities

Stacy Weinberg, Director of Epidemiology, Planning and Communication (EPC), informed the Board that TCHD will be able to continue its smoke free campus work with community colleges. As a result, we had to revise very little of our grant activities and were able to retain all of our funding.

Executive Director's Report

June 2013 Hepatitis A Outbreak Summary

On May 31, 2013, TCHD, in conjunction with the Colorado Department of Public Health and Environment (CDPHE), the Centers for Disease Control and Prevention (CDC), the Food and Drug Administration (FDA) and public health agencies in multiple western states, began actively investigating a multi-state hepatitis A outbreak associated with the consumption of a frozen organic berry mix sold at Costco. The FDA subsequently identified a single large lot of pomegranate arils (seed casings) imported from Turkey.

In response, TCHD offered standard and weekend clinics, as well as individual appointments, to provide post-exposure prophylaxis (PEP) to individuals who had consumed any of the implicated products within the preceding 14 days. TCHD provided hepatitis A vaccinations to 123 individuals (4 children and 119 adults) and administered immune globulin to five people. Currently, Colorado has 27 confirmed Hepatitis A cases linked to this outbreak; six (27%) of these cases are in TCHD's jurisdiction.

June 2013 Measles Outbreak Summary

On May 31, 2013, TCHD was notified of a measles case in an adult male who traveled from India and arrived in Denver on May 14, 2013 to visit family in Douglas County. Although the man was not infectious while traveling to Colorado, he was infectious when he was seen at a dermatologist's office and during his hospitalization at Sky Ridge Medical Center. One person from the dermatology office became symptomatic and was also confirmed as having measles.

In response to this outbreak, TCHD held weekend clinics to provide PEP to exposed individuals. TCHD provided measles, mumps and rubella (MMR) vaccinations to 47 individuals and administered immune globulin to two people. These are the first laboratory confirmed cases of measles in Colorado in seven years.

NACCHO Panel Discussions

During the National Association of County & City Health Officials (NACCHO) Annual 2013 Conference, Veronica Moody, Emergency Preparedness Planner, participated on a panel entitled, "*Engaging Your Local DoD Installation: An SNS Collaborative Workshop.*" This workshop was developed to provide attendees with tools and leading practices for fostering collaboration with military installations and Veteran's Medical Centers within their jurisdictions.

July 2013 Brighton Boil Water Advisory Summary

During routine monthly testing, *E. coli* bacteria was discovered in the City of Brighton's public water distribution system, which prompted a boil water advisory for all users. TCHD took an active role in providing subject matter expertise and guidance to Brighton, Platte Valley Medical Center, affected retail food establishments, child care facilities, swimming pools and concerned residents to ensure public safety. The problem was ultimately isolated to a small section of Brighton affecting 20 homes. On July 5, 2013, the boil water advisory was lifted. Continued testing will occur, which is standard practice for municipal water systems.

Summer Wildfire Response Summary

In June 2013, TCHD's Office of Emergency Preparedness and Response (EPR) was activated as the Emergency Support Function #8 lead for Douglas County in response to the Black Forest and the Lime Gulch fires. EPR and environmental health (EH) staff were subsequently deployed to the Douglas County Emergency Operations Center (EOC) to assist with coordination of all health and medical aspects. This included releasing air quality information; planning evacuation and re-entry operations; facilitating information flow between impacted hospitals, behavioral health, and the EOC; and working with the Arapahoe Douglas Hazmat representative on situational awareness in potentially impacted areas. TCHD's EH staff also supported El Paso County with public health and water quality issues during resident re-entry operations and EPR and EH supported animal mass fatality planning following the Black Forest Fire.

Healthier Meals Initiative Grant-Funded Project Successfully Completed

TCHD's Nutrition Division collaborated with the Environmental Health and Epidemiology, Planning and Communication Divisions on a nine-month grant to work with the Child and Adult Care Food Program (CACFP) at CDPHE. The grant's purpose was to assist in implementing the Healthier Meals Initiative to help child care providers meet higher nutrition standards for children

in child care settings.

TCHD's efforts have contributed to statewide policy changes to prevent childhood obesity. Our staff will be presenting Healthier Meals Initiative project information at both the Colorado Public Health Association and Colorado Environmental Health Association fall conferences.

Produce and Health Fairs

TCHD's Nutrition Division partners with Food Bank of the Rockies, Cooking Matters, Colorado State University Extension, Denver Public Health, Jefferson County Public Health, and the City of Thornton to provide Produce and Health Fairs. These events are held during the months of June, July, and August and consist of health-related agency booths for participants to visit, cooking demonstrations and food distribution. In order to reach as many residents as possible, Denver Public Health and Jefferson County Public Health also host Produce and Health Fairs in their counties. No income or residential requirements are necessary to participate. To date, approximately 19,200 pounds of healthy foods have been distributed to 855 households.

Household Chemical Roundup Update

The first Adams County Household Chemical Roundup and Electronics Recycling Drop-off Event was held on May 4, 2013 at Water World in Federal Heights. Approximately 395 community members participated. They received information about household chemical management and dropped off approximately 13,000 pounds of household chemical waste (e.g., pesticides, solvents, mercury, etc.), 6.75 tons of paint, 285 gallons of used motor oil, 100 gallons of antifreeze, 45 vehicle tires, 46 propane gas cylinders, 1,474 pounds of batteries and approximately 17,000 pounds of electronic waste.

The first Douglas County Household Chemical Roundup was held on June 16, 2013 at the Parker Joint Services Center. Approximately 800 community members dropped off 48,000 pounds of household chemical waste, 16 tons of paint, 700 gallons of used motor oil, 330 gallons of antifreeze, 199 vehicle tires, 146 propane gas cylinders, and 2,597 pounds of batteries.

Set Agenda for the October 8, 2013 Meeting

The October 8, 2013 Board of Health agenda will include: 1) a public hearing on TCHD's proposed FY 2013 supplemental budget appropriation; 2) a Public Health Improvement Planning process update; 3) a West Nile virus update; and 4) the new state onsite wastewater statute process.

Other Items

Dr. Gallagher inquired whether there was a way to encourage Arapahoe County to implement a household chemical roundup program. Mr. Butts stated that TCHD has been having conversations with Arapahoe County on this topic for the past year.

Ms. Joswick asked whether TCHD has a role in the prescription drug take back program. Mr. Butts explained that this program is funded by the Drug Enforcement Agency and is managed by the sheriff's office.

Board Member Remarks

None.

Closing Remarks

Dr. Fawell announced that John Douglas, M.D., TCHD's new Executive Director, will begin his employment with TCHD on Monday, October 14, 2013. He thanked the Board members, Commissioner Jackson, and TCHD executive staff (with a special thank you to Nancy Allen, Human Resources Director), for their time and commitment to the Executive Director search effort.

Adjournment

MOTION: Dr. Gallagher moved to adjourn the meeting at 6:17 p.m. Ms. Adducci seconded and the motion was approved unanimously.

Thomas Fawell, M.D., President

Carole Adducci, Secretary