



**Board of Health Meeting
December 8, 2015
Minutes**

At a public meeting of the Board of Health held at Blackstone Country Club, Cambridge Room, 7777 South Country Club Parkway, Aurora, CO 80016, there were:

Board of Health Members:

Carole Adducci, RN, Adams County	Present
Janice Brainard, RN, Arapahoe County	Present
Thomas Fawell, MD, Arapahoe County	Present
Kaia Gallagher, PhD, President, Arapahoe County	Present
Marsha Jaroch, NP, Douglas County	Present
Paulette Joswick, RN, Secretary, Douglas County	Present
Zachary Nannestad, Douglas County	Present
Rosanna Reyes, RN, Adams County	Present
Naomi Steenson, RD, Vice President, Adams County	Present

Executive Management Team Members:

Nancy Allen, Director of the Office of Human Resources	Present
Michele Askenazi, Director of Emergency Preparedness and Response	Present
Jill Bonczynski, RD, Director of Nutrition	Present
Ronnae Brockman, Executive Assistant	Present
Patty Buckle, Acting Director of Administration and Finance	Present
Tom Butts, Deputy Director	Present
John M. Douglas, Jr., MD, Executive Director	Present
Brian Hlavacek, Director of Environmental Health	Present
Jeanne North, RN, Director of Nursing	Present
Stacy Weinberg, Director of Epidemiology, Planning and Communication	Present

Call to Order

Dr. Gallagher called the meeting to order at 5:13 p.m.

Introductions

Patty Buckle, Acting Director of Administration and Finance, introduced herself to the Board.

Approval of the Minutes of the October 13, 2015 Meeting

The minutes of the October 13, 2015 meeting were presented to the Board for review.

MOTION: Ms. Adducci moved to approve the minutes of the October 13, 2015 meeting as written and Ms. Joswick seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated September 30, 2015

Ms. Buckle presented the financial statements dated September 30, 2015 to the Board for review and stated that Tri-County Health Department (TCHD) has spent 67.34% of its budget with 75.00% of the year complete. Through September 2015, year-to-date (YTD) revenue was lower than budgeted by \$724,310 and YTD expense was lower than budgeted by \$1,423,622. This represents a surplus of \$1,042,369 versus the budgeted surplus of \$343,056. Tom Butts, Deputy Director, stated that the budget surplus would decrease in the fourth quarter of 2015 due to planned expenditures related to facilities and information technology.

It should be noted that the September financials are based on the original 2015 budget adopted by the Board in December 2014. The November 2015 financial statements, which will be presented to the Board at the February 2016 meeting, will incorporate budget changes included in the Supplemental Budget Resolution the Board adopted at the October 2015 meeting.

MOTION: Ms. Brainard moved to accept the financial statements dated September 30, 2015 as presented and Dr. Fawell seconded. The motion was approved unanimously.

Public Hearing: Adoption of the 2016 Proposed Budget and Appropriation Resolution

Dr. Gallagher opened the public hearing for the adoption of TCHD's 2016 proposed budget and appropriation resolution at 5:20 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, 2015.

Mr. Butts presented a letter from the Adams, Arapahoe and Douglas County Commissioners regarding TCHD's 2016 budget proposal. The Commissioners agreed to increase TCHD's per capita rate from \$6.38 to \$6.51 rather than the requested \$6.58 and recommended that TCHD utilize its fund balance for significant one-time expenses such as the software purchases planned for 2016. The Commissioners also noted inconsistencies in how each county and TCHD fund tenant improvements as well as inconsistencies in county-provided space. The Counties plan to meet jointly to discuss these topics and develop a common approach.

Mr. Butts provided a summary of revenue and expenditure changes made since the 2015 draft budget was presented to the Board of Health at the August 11, 2015 meeting. Total projected revenue for fiscal year 2016 is \$36,260,340. Total projected expenditures are \$37,420,957 with \$1,160,617 of that amount coming from the fund balance for the Park Center build out (replacement for our Northglenn location) and the planned implementation of a new electronic health records system. Total projected expenditures, ending fund balance and in-kind contributions for fiscal year 2015 equal \$53,635,086.

Dr. Gallagher noted no one from the public was present to speak and closed the public hearing at 5:25 p.m.

MOTION: Ms. Steenson moved to approve the 2016 Proposed Budget and Appropriation Resolution as presented and Ms. Adducci seconded. The motion was approved unanimously.

Report from the Board Nominating Committee

On behalf of the Board of Health Nominating Committee, Ms. Brainard recommended that the current slate of Board officers be retained for 2016: Dr. Gallagher as President, Ms. Steenson as Vice President, and Ms. Joswick as Secretary.

MOTION: Dr. Fawell moved to accept the proposed slate of officers and Ms. Adducci seconded. The motion was approved unanimously.

Set the 2016 Board of Health Meeting Schedule

Dr. Gallagher proposed the Board continue to meet on the second Tuesday of February, April, June, August, October and December in 2016. All meetings would begin at 4:30 p.m. except the Board's dinner meeting in December, which would begin at 5:00 p.m.

MOTION: Ms. Adducci moved to accept the proposed 2016 meeting schedule and Dr. Fawell seconded. The motion was approved unanimously.

Current Infectious Disease Events

Dr. Douglas provided an update on the 2015-2016 influenza season, gave a brief overview of several national foodborne illness outbreaks, discussed the status of the Ebola outbreak in western Africa, and mentioned that TCHD has been seeing outbreaks of viral gastroenteritis in schools, child care centers and long-term care facilities.

Legislative Preview

Mr. Butts announced that, on December 1, 2015, the Colorado Department of Public Health and Environment (CDPHE) issued a draft report on the Retail Food Establishment (RFE) stakeholder engagement process. Highlights include a 55% fee increase over three years (30% the first year, 15% the second year, and 10% the third year), a decrease in the number of RFE license categories, and changes to the civil penalty process. The draft report also bans restaurant letter grades and posting restaurant inspections in facilities, requires plan reviews (initial assessments) be conducted within 14 days, and calls for local health department accountability on national standards.

Other items of note include: Colorado Counties, Inc. (CCI) wanting police to have the ability to ticket minors for tobacco use, funding for long-acting reversible contraceptives (LARC) to be incorporated into the Long Bill, a proposed tobacco tax increase, and Governor Hickenlooper's proposal to move the Hospital Provider Fee to an enterprise fund. Finally, ColoradoCare, a single-payer state health care system, will be on the 2016 ballot.

Executive Director's Report

TCHD Receives Tobacco Free303 Award

TCHD received a Bronze Leaf Award from the Colorado Healthcare Communicators for the "TobaccoFree303" media campaign. This campaign was a collaborative effort between TCHD, Evolution Communications, and youth groups from the Englewood Leadership Academy, Glendale Sports Center, Kearney Middle School Boys and Girls Club, and Arapahoe County CSU Extension.

National Healthcare Coalition Preparedness Conference

Sara Garrington, Emergency Preparedness and Response Coordinator, will participate on two panels at the December 2015 National Healthcare Coalition Conference in San Diego. The first panel will share two different approaches for organizing a local coalition within a single jurisdiction and coordinating coalitions across the state. The second panel will share the work done within TCHD's jurisdiction to better integrate diverse behavioral health partners throughout the community to ensure a more cohesive response to disasters. Finally, TCHD will co-present a poster illustrating the work being done on the North Central Region (NCR) Regional Specialty Coalition for long-term care, nursing homes, hospice and other community medical partners.

International Society for Disease Surveillance Conference

Yushuan Chen, Syndromic Surveillance Epidemiologist in TCHD's Office of Emergency Preparedness and Response, will present a poster entitled, "ED Visits Related to Marijuana Exposures in the Denver Metropolitan Area of Colorado," at the December 2015 International Society for Disease Surveillance (ISDS) Conference. The poster explores whether disparities exist among persons seeking emergency department care related to marijuana use and whether disparities exist among marijuana patients' age, gender and resident locations along with comorbidities among marijuana patients.

Updated TCHD Tobacco Policy

TCHD has updated its Tobacco-Free Policy to address the use of emerging tobacco products and marijuana. In addition to providing smoking cessation resources to our employees and the public, we will work with property managers and owners of the buildings we occupy to put up signage and establish guidelines.

Littleton Tobacco Ordinance

On November 3, 2015, the City of Littleton voted to approve amendments to the city smoke-free law, which currently mirrors the Colorado Clean Indoor Air Act. These two important amendments: 1) added electronic smoking devices to the ordinance, meaning that "vaping" is no longer allowed in public places where traditional smoking is already banned, and 2) created a smoke-free outdoor zone in front of businesses along Main Street in Historic Downtown Littleton.

Refugee Health Needs Assessment Update

Dr. Chris Czaja, our Preventive Medicine Resident, led an assessment of refugees' health needs in our jurisdiction. Next steps include better coordinating TCHD's existing refugee services, addressing problems with Medicaid enrollment and re-enrollment, and improving data collection through the Women Infants and Children (WIC) program. We are also collaborating with the City of Aurora on their new Immigrant Integration Plan and we are considering a public education campaign (also with the City of Aurora) to address mental health and substance abuse among Aurora immigrants.

Public Health Accreditation Update

TCHD submitted its Statement of Intent to the Public Health Accreditation Board (PHAB) in June 2015 and has since developed systems and infrastructure to support the accreditation process. The first phase of the document collection process is underway and a timeline has been established to address gaps identified during our self-assessment. All accreditation pre-requisites have been completed and TCHD's Application for Accreditation was submitted to PHAB on November 23, 2015. Once TCHD's Accreditation Coordinator completes PHAB training in February 2016, we will have 12 months to complete and submit all required documentation.

Household Chemical Roundup Summary for 2015

TCHD's Household Chemical Roundup Program provides an outlet for wastes that might otherwise end up in our creeks, stormwater systems, sanitary sewers and septic systems, or be disposed of illegally on public or private property. Household Chemical Roundup and Electronics Recycling Drop-off Events were held on May 2, 2015 at Water World in Federal Heights, on May 9, 2015 at the Parker Joint Services Center, on August 8, 2015 at Shea Stadium in Highlands Ranch, on September 12, 2015 at the Town of Castle Rock Utilities, and on September 19, 2015 at the Thornton Infrastructure Maintenance Center. Roundups are financially supported by donations from event participants in conjunction with funding from the county, local cities, towns and water and sanitation districts. Collected materials are recycled whenever possible and carefully managed in all cases.

POD Exercise Summary

On October 15, 2015, TCHD conducted "Operation #FluVaccine2015," a full-scale, multi-disciplinary emergency preparedness and response exercise, at Rangeview High School in the City of Aurora. The exercise allowed us to test capabilities in our Mass Prophylaxis plan, follow up on improvement items identified in prior mass vaccination/mass dispensing exercises, and fully activate our Public Health Incident Management Team. During the exercise, free influenza vaccinations were administered to 225 individuals.

TCHD Space Update

In late November, TCHD signed a ten-year lease at 1401 W. 122nd Avenue, Westminster, CO 80234, which will replace our current Northglenn office. We also extended our Administrative Office lease from 2018 to 2026 and are close to signing a three-year extension for our Brighton Office space. Douglas County's Facilities Manager is in the process of identifying an architectural firm to work with us to assess our future space needs before we look at possible locations. Finally, the Boards of County Commissioners want to schedule a joint meeting to discuss funding inconsistencies between counties for TCHD space as well as a process to develop a common funding approach.

CIGNA Rebate

As part of the Affordable Care Act (ACA), health insurers, such as CIGNA Health Care, that spend less than 85% for large groups (over 100 lives on the plan) of premiums on claims and activities that improve health care quality, are required to refund a portion of those premiums to policyholders. TCHD and its employees who were enrolled in a TCHD health plan in 2014 are eligible for this rebate which totaled \$158,595 for 2014. In accordance with ACA guidelines, TCHD will refund a prorated portion of the rebate (totaling \$31,182) to eligible employees based on the amount each contributed in 2014.

Regional Public Health Collaboration

Dr. Douglas provided an update on the Metro Denver Public Health Partnership's regional collaborative efforts. In addition to their longstanding partnership in prevention and control of HIV, STI, and tuberculosis, and more recently in tobacco prevention and promotion of healthy beverages for obesity prevention, the five local public health agencies serving the seven-county Denver Metro area have recently initiated efforts including:

- Three CCPD-funded grants addressing healthy beverage promotion, increased coverage of human papilloma virus vaccine, and radon mitigation policy;

- Efforts to expand the Colorado Health Observation Regional Data Service data project as a tool to support better monitoring of screening, referral, and treatment for behavioral health issues;
- An Early Childhood Partnership based on funding from the Community First Foundation to address early childhood toxic stress by developing approaches to disseminate the documentary, “The Raising of America;”
- Exploration of approaches to regional collaboration among health departments as well as other community partners in other jurisdictions including discussions over the past six months with national thought leaders from Nashville and Atlanta;
- Collaboration with not-for-profit hospitals across the region by providing data for their Community Health Needs Assessments and collaborating on the selection of strategies for their Community Health Improvement Plans, particularly addressing obesity and mental health;
- Submission of a SIM grant to develop a messaging campaign to reduce stigma of behavioral health issues and increase access to screening, referral, and treatment for behavioral health issues.

A strategic priority-setting process for the Partnership has been funded by CDPHE and initiated with the Colorado Health Institute and is targeted to be completed by spring of 2016.

Other Items

Update on Douglas County Schools and the Healthy Kids Colorado Survey

Dr. Douglas informed the Board that, despite his meeting with Superintendent Elizabeth Celania-Fagan, TCHD’s efforts to introduce a pared-down version of the survey and a change in school district leadership as a result of the November 2015 election, Douglas County School District did not reverse its decision to forego participation in the Healthy Kids Colorado Survey.

Set Agenda for the February 9, 2016 Meeting

The February 9, 2016 agenda will include an update on Goal 9 of TCHD’s Strategic Plan.

Board Member Remarks

None.

Closing Remarks

Dr. Gallagher wished everyone a happy holiday season.

Adjournment

MOTION: Ms. Reyes moved to adjourn the meeting at 6:18 p.m. Dr. Fawell seconded and the motion was approved unanimously.