



**Board of Health Meeting
April 9, 2019
Minutes**

At a public meeting of the Board of Health, held at Tri-County Health Department (TCHD), 6162 S. Willow Drive, Suite 100, Greenwood Village, CO 80111, there were:

Board of Health Members:

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

Executive Management Team Members:

Michele Askenazi, Director of Emergency Preparedness, Response and Communicable Disease Surveillance	Present
Heather Baumgartner, Director of Community Health Promotion	Present
Jill Bonczynski, Director of Nutrition	Present
Ronnae Brockman, Executive Assistant	Present
John M. Douglas, Jr., MD, Executive Director	Present
Theresa Fox, Director of Administration and Finance	Present
Mame Fuhrman, Director of the Office of Human Resources	Present
Penny Grande, Director of Nursing	Present
Brian Hlavacek, Director of Environmental Health	Present
Jennifer Ludwig, Deputy Director	Present
Kelly Weidenbach, Director of Planning and Information Management	Present

Call to Order

Dr. Fawell called the meeting to order at 4:30 p.m.

Introductions

Ms. Askenazi introduced Ashley Richter, TCHD's new Communicable Disease Epidemiology Manager. Ms. Fuhrman introduced Jessica Gomez, Health and Wellness Specialist. Dr. Weidenbach introduced Matt Jackson, Public Health Planning and Initiatives Coordinator; Dr. Alyson Shupe, Informatics Manager; Adam Anderson, Population Health Epidemiologist; and Brian Clendening, Senior IT Infrastructure Administrator. Emma Pinter, Adams County Commissioner, introduced herself as the new Commissioner liaison to TCHD.

Approval of the Minutes of the February 12, 2019 Meeting

The minutes of the February 12, 2019 meeting were presented to the Board for review.

MOTION: Mr. Nannestad moved to approve the minutes of the February 12, 2019 meeting as written and Ms. Jaroch seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated January 31, 2019

Ms. Fox presented the financial statements dated January 31, 2019 to the Board for review. She stated that year-to-date (YTD) revenue totaled \$4.7 million, which was greater than budgeted by \$413,000. YTD expenditures totaled \$3.3 million, which was less than budgeted by \$401,000. Overall, net income for the month of January was \$1.4 million.

TCHD continues to invest a portion of the fund balance with Chandler Asset Management in a \$6 million dollar bond portfolio and has \$5 million invested with JPMorgan Chase in a laddered CD portfolio. TCHD also has approximately \$3.9 million invested with CSafe, which operates similarly to a money market account. January 2019 earnings with Chandler were \$18,777 and earnings with JPMorgan Chase and CSafe were \$18,515 and \$8,401 respectively.

MOTION: Ms. Brainard moved to accept the financial statements dated January 31, 2019 as presented and Ms. Joswick seconded. The motion was approved unanimously.

Ms. Fox announced that financial statements would be presented in a new format beginning with the June Board of Health meeting.

Adoption of the Amended and Restated Board of Health Bylaws

Dr. Fawell presented the *Amended and Restated Bylaws of the Board of Health of Tri-County Health Department*. It was duly noted that the proposed changes to the Bylaws were submitted to each member of the Board at least ten days in advance and that all Board members were present and able to vote tonight.

MOTION: Ms. Joswick moved to adopt the *Amended and Restated Bylaws of the Board of Health of Tri-County Health Department* with all proposed changes. Ms. Jaroch seconded and the motion was approved unanimously.

Adoption of Policy on Legislative Advocacy

Dr. Fawell presented a draft policy addressing legislative advocacy by TCHD's Executive Director to the Board. The Board members requested the following changes be made to the draft policy: 1) remove every "Whereas" and "Now, therefore" from the document and 2) change the wording to state that the Board President will share information on impending testimony, written communications and editorials with all Board members rather than with one from each County.

MOTION: Mr. Nannestad moved to adopt the policy entitled, *Board of Health Policy Regarding 1. Communications and Testimony to the Colorado Legislature and 2. Media Communications* with the above changes. Ms. Jaroch seconded and the motion was approved unanimously.

The following Board members volunteered to be the designee charged with sharing information on impending testimony, written communications and editorials with their respective County Commissioners: Ms. Reyes for Adams County, Dr. Fawell for Arapahoe County, and Ms. Jaroch for Douglas County.

Unaudited 2018 Year-End Financial Statements

Ms. Fox presented the unaudited 2018 year-end financial statements to the Board. The final audited financial statements will be presented by the auditor at the June 11, 2019 Board meeting.

Current Infectious Disease Events

Ms. Richter presented communicable disease outbreak data, gave an update on rabies activity, summarized the 2018-2019 influenza season, and discussed a mumps outbreak in school-aged, unvaccinated children.

Dr. Gallagher asked whether TCHD had looked at vaccination rates in our counties and schools. Dr. Bernadette Albanese, Medical Epidemiologist, affirmed that we do monitor vaccination rates and that this information is available on CDPHE's website. Dr. Albanese stated that it is easier in Colorado for parents to opt out of vaccinations than it is to have their children vaccinated. Ms. Joswick agreed and stated that some school-aged children with personal or religious vaccination exemptions may actually be vaccinated since it's easier for parents to sign an exemption form on-site than it is for them to obtain and deliver a copy of their children's immunization records to the school nurse.

Per Dr. Albanese, House Bill 19-1312, School Immunization Requirements, if passed, would create a formal process to make it harder for parents to opt out. Additionally, exemptions would be reported to the state immunization tracking system.

ACTION ITEM: Dr. Albanese to provide information on school and county immunization rates to the Board.

ACTION ITEM: Dr. Douglas to provide an update on HB19-1312, School Immunization Requirements, and an analysis of its impact to TCHD should the bill pass.

Medical Epidemiologist's Report

Dr. Albanese discussed activities related to a simultaneous mumps and varicella outbreak at the U.S. Immigration and Customs Enforcement (ICE) contract detention facility in Aurora. She also summarized the tuberculosis investigation at Aurora Hills Middle School.

Presentation on TCHD's Open Data Page

Mr. Anderson provided an overview of health data maps and dashboards on TCHD's website.

Healthy Kids Colorado Survey Results

Dr. Shupe provided an overview of the Healthy Kids Colorado Survey (HKCS), which is administered to high school students in the fall of each odd year. She discussed results in the areas of substance abuse, mental health, suicide, tobacco use, vaping and food insecurity.

Legislative Update

Melissa Sager, Policy and Intergovernmental Affairs Manager, provided an update on several bills of interest in the Colorado legislature.

Performance Management Update

Daniel Barton, Performance Management Coordinator, provided an update on TCHD's Performance Management Program. To date, 64 programs across the agency have been selected to pilot our Performance Management System, and dashboards with performance measures have been developed for 56 of them.

Strategic Planning Process Update

Ms. Ludwig presented a revised model depicting proposed Strategic Plan priority areas based on input from TCHD staff, leadership and Board of Health members. The priority areas are: Employee Retention and Development; Organizational Excellence; and Partner for Healthy Communities. Ms. Ludwig requested feedback from Board members in advance of a follow-up meeting TCHD will hold with executive staff and department managers on April 15, 2019.

ACTION ITEM: Ms. Ludwig to e-mail a copy of the revised Strategic Plan model to Board of Health members.

Progress Report on PHIP Work Plans

Dr. Weidenbach provided an update on work plan development, partner engagement and Public Health Improvement Plan (PHIP) oversight and implementation. The first year work plan is on target for completion by May 30, 2019.

Executive Director's Report

TCHD Employee to Receive DRCOG's Distinguished Service Award

The Denver Regional Council of Governments (DRCOG) presents Distinguished Service Awards to individuals who make significant contributions to the Denver region and its communities, and to DRCOG's programs and activities. This year, Sheila Lynch, TCHD's Land Use, Built Environment and Health Program Manager, will be one of the recipients. She will be honored at DRCOG's Annual Celebration on April 10, 2019.

CEMA Rookie of the Year Award

Jessica Cerutti, former TCHD Emergency Preparedness and Response Planner, was presented with the Colorado Emergency Management Association's (CEMA) 2018 "Rookie of the Year" award at CEMA's Annual Conference in February 2019. Jessica earned this award and recognition due to the work she performed during her tenure at TCHD.

NACCHO Liaison to National Vaccine Advisory Committee

Dr. John Douglas, TCHD's Executive Director, has been selected to serve as the National Association of County and City Health Officials' (NACCHO) Liaison to the National Vaccine Advisory Committee (NVAC).

TCHD Staff Present at National Conferences

This year, several TCHD staff have presented or are planning to present at national conferences including the National WIC Association Annual Conference and the NACCHO Preparedness Summit.

Local Government Support

TCHD strives to be a responsive and collaborative partner of local governments in our jurisdiction. Recently, TCHD staff have met with or are scheduled to meet with the Aurora, Castle Rock, Englewood and Northglenn city councils on issues such as tobacco use and teen vaping.

2019 Spring Blizzard (Bomb Cyclone) Response

On Wednesday, March 13, 2019, Colorado was impacted by a “Bomb Cyclone” with blizzard-like conditions. Throughout the incident, TCHD Emergency Preparedness and Response (EPR) staff were in contact with activated city and county emergency operations centers (EOCs) as well as our behavioral health and hospital partners.

Achieving Health Through Worksites

One of TCHD’s five employer coalitions, known as the Wellness Workgroup, has completed the American Heart Association Workplace Health Achievement Index, which is a thorough assessment of an employer’s practices, policies, and programs. The Wellness Workgroup is comprised of ten organizations including The Children’s Hospital, Littleton Public Schools, Eagle Claw, and Fitzsimons Credit Union.

Congratulations Fitness Challenge Winner Adams County

TCHD worked with Adams, Arapahoe and Douglas County staff to organize a “Minute to Win It!” activity challenge that included a total of 306 employees (~100 from each county). Although competition was fierce, Adams County pulled ahead at the end to win with an average of 340 minutes of activity per week per participant. The counties agreed to make this an annual tradition with a traveling trophy.

Options Infants Center Achieves Breastfeeding-Friendly Early Childhood Care Center Designation

As part of TCHD’s work under the Cancer, Cardiovascular and Pulmonary Disease (CCPD) Regional Grant to Advance Breastfeeding in Colorado, TCHD partners with entities to assess, train, and certify early childcare centers and medical offices to become breastfeeding friendly. Options Infants Center, which serves teen parents who attend Options High School of Littleton Public Schools, recently received this designation. The Center provides care for babies and training for new moms. Training topics include developmentally appropriate activities, parenting practices, quality care, nutrition and other topics that are relevant and important to raising a child.

Benefits Renewal Update

TCHD leadership has conducted an annual review of medical, dental and other benefits and is close to finalizing plan options for the 2019/2020 plan year. Open enrollment will take place late April into the first week of May.

TCHD Software Systems Updates

TCHD is working towards replacing outdated software systems in several Divisions to improve functionality and customer service.

TCHD Active Shooter Training Program

TCHD's Safety and Security Program has developed a four-hour active shooter training program to provide employees with knowledge and skills to help them decide how to best protect themselves and others during an active shooter event. Training classes are scheduled at all offices between June and November 2019 and all TCHD employees will be asked to attend one of the training sessions.

2019 Household Chemical Roundup Dates and Information

Avenues for the safe disposal of hazardous household chemicals differ depending upon the city or county in which an individual resides. Current information on disposal, methods, locations and fees can be found [here](#) on TCHD's website.

Update on Regional Recycling Center for Arapahoe and Douglas Counties

The Steering Committee, comprised of Arapahoe and Douglas County water districts and other city and county agencies, has opted to apply for grant funding to contract with Special Waste Associates to assist with site location and facility design. Ellen Kennedy, TCHD's Hazardous Waste and Sustainability Specialist, took the lead in applying for a Recycling Resources Economic Opportunity Grant through CDPHE. CDPHE is expected to select grant awardees by May 2019.

TCHD Highlighted in Public Health Emergency Preparedness Video

TCHD's EPR program was featured as part of a video series hosted by CDPHE. This series is being used to highlight the work being done with Public Health Emergency Preparedness funding.

Refresh of TCHD POD 101 Video Training Series

In March, TCHD's EPR program created a Point of Dispensing (POD) training video featuring TCHD staff and volunteers. The video will be used to train public health staff, partner agencies and volunteers.

May is Mental Health Month

The Let's Talk Colorado Message Action Team has developed and adopted focus group-tested messaging targeting men for broad dissemination during Mental Health Month. Additionally, TCHD will remind employees about the mental health resources, benefits, education and support available to them.

National Public Health Week Activities (April 1-5, 2019)

This year, TCHD's National Public Health Week activities included public health messaging via social media, participating in the National Public Health Week Twitter Chat, and honoring our partners who work tirelessly to improve the health of their communities.

Engaging Parents, Students, and Schools in Restorative Justice and Alternatives to Suspension

TCHD's Steven Martinez, Substance Abuse Prevention Coordinator, partnered with AllHealth Network, the 18th Judicial District's Juvenile Diversion Counseling Program, and the Douglas County Sheriff's Office to host an event on March 28th kicking off a pilot program in Parker that will support alternatives to suspension for school-based offenses related to the use of alcohol, tobacco, and other drugs.

Update on Perfluorinated Compounds in Groundwater in Adams County

TCHD is continuing to work with the South Adams County Water and Sanitation District, the Environmental Protection Agency, and CDPHE to find the source of the Perfluorinated Compounds in groundwater in South Adams County. On March 12, 2019, TCHD staff conducted private well sampling of the homes identified in the January 17, 2019 door-to-door campaign. Results of the analyses are expected within three to four weeks.

Legislative Update

A written summary of several bills of interest in the Colorado State Legislature was included in the Board of Health meeting packet.

Other Items

Ms. Furhman invited the Board members to attend TCHD's All Staff Rockies game on September 14, 2019. Each employee or Board of Health member can reserve two tickets at no cost; however, additional tickets, food, parking and transportation are at the employee's expense.

ACTION ITEM: Ms. Brockman to e-mail event information and the link to reserve tickets to the Board of Health members.

Set Agenda for the June 11, 2019 Meeting

The June 11, 2019 meeting agenda will include a public hearing request to consider Environmental Health fee changes and the final auditor's report for fiscal year 2018.

Board Member Remarks

None.

Closing Remarks

None.

Adjournment

MOTION: Dr. Gallagher moved to adjourn the meeting at 7:00 p.m. Ms. Jaroch seconded and the motion was approved unanimously.

Thomas Fawell, MD, President

Naomi Steenson, Secretary