



**Board of Health Meeting
June 11, 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, Secretary, Douglas County	Present
Julie Mullica, MPH, Adams County	Absent – Excused
Zachary Nannestad, MPH, Vice President, Douglas County	Present
Rosanna Reyes, RN, Adams County	Present
Naomi Steenson, RD, Secretary, Adams County	Absent – Excused

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, RD, Director of Nutrition	Present
Ronnae Brockman, Executive Assistant	Present
John M. Douglas, Jr., MD, Executive Director	Present
Penny Grande, RN, Director of Nursing	Present
Theresa Fox, Director of Administration and Finance	Present
Mame Fuhrman, Director of the Office of Human Resources	Present
Brian Hlavacek, Director of Environmental Health	Present
Jennifer Ludwig, Deputy Director	Present
Kelly Weidenbach, DrPH, Director of Planning and Information Management	Present

Call to Order

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

Introductions

Ms. Bonczynski introduced Megan Henning and Kirsten Lacky, Dietetic Interns. Dr. Weidenbach introduced Tim Glazier, IT Service Desk Analyst. Ms. Fox introduced Roslyn Asuncion, Accountant, and Ann Wisniewski, Senior Budget Analyst. Ms. Askenazi introduced Ashley Richter, Communicable Disease Epidemiology Manager. Mr. Hlavacek introduced Keith Homersham, Environmental Health Manager. Dr. Douglas introduced Mellissa Sager, Policy and Intergovernmental Affairs Manager. Finally, Ms. Ludwig introduced Gary Sky, Public Information Officer.

Approval of the Minutes of the April 9, 2019 Meeting

The minutes of the April 9, 2019 meeting were presented to the Board for review.

MOTION: Dr. Gallagher moved to approve the minutes of the April 9, 2019 meeting as written and Ms. Brainard seconded. The motion was approved unanimously.

Approval of the Financial Statements Dated March 31, 2019

Ms. Fox presented the financial statements dated March 31, 2019 to the Board for review. She stated that year-to-date (YTD) revenue totaled \$11.3 million, which was less than budgeted by \$470,000. YTD expenditures through March totaled \$9.7 million, which was lower than budgeted by \$675,000. Overall, the actual net operating surplus through the month of March was \$1.5 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. Government Accounting Standards Board (GASB) 72 requires investments to be reported at fair value; therefore, market fluctuations can cause a drop in value even though the investment has not been liquidated. Earnings through March 2019 with Chandler were \$56,188 and earnings with JPMorgan Chase and CSafe were \$40,222 and \$24,442 respectively.

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

Final Auditor's Report for Fiscal Year 2018

Cheryl Wallace, senior partner with Rubin Brown, summarized the Report to Governance and the Financial Statements for the Year Ended December 31, 2018. In their opinion, TCHD's financial statements present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of TCHD as of December 31, 2018. Additionally, the auditor issued an unmodified opinion related to TCHD's federal awards.

MOTION: Mr. Nannestad moved to accept the Audited Financial Statements for the Year Ended December 31, 2018 and the Report to Governance. Ms. Brainard seconded and the motion was approved unanimously.

PUBLIC HEARING REQUEST: Proposed Environmental Health Fee Changes

Mr. Hlavacek explained that, pursuant to C.R.S. 25-1-508(5)(j) and C.R.S. 25-10-107(1), the TCHD Board of Health may assess fees equal to actual and direct costs. A fee calculation formula previously adopted by the Board of Health was used in 2019 to review the majority of program fees (some are set by state statute). Mr. Hlavacek presented the proposed fees to the Board and summarized fee changes. He requested the Board hold a public hearing at their August 13, 2019 meeting to review the proposed fee changes and approve the Environmental Health Fee Schedule for 2019.

MOTION: Dr. Gallagher moved to hold a public hearing to consider the adoption of the proposed Environmental Health fee changes at the August 13, 2019 Board meeting. Mr. Nannestad seconded and the motion was approved unanimously.

Current Infectious Disease Events

Ms. Richter presented data on the number and types of outbreaks TCHD has investigated from January 1, 2019 through May 28, 2019; provided updates on hepatitis A and measles outbreaks; presented local and statewide rabies surveillance data; summarized TCHD's continuing work with the U.S. Immigration and Customs Enforcement (ICE) Contract Detention Facility in Aurora; and provided preliminary data for the 2018-19 influenza season. Finally, in follow-up to a request from the Board of Health in April 2019, Ms. Richter provided data on MMR vaccination compliance among kindergarten children in TCHD's jurisdiction.

TCHD's 2018 Agency and Division Annual Reports

Gary Sky, Public Information Officer (PIO), presented TCHD's 2018 Annual Report, a special edition 70th anniversary annual report, and each Division's annual report to the Board. Ms. Reyes requested that TCHD publish its 2018 Annual Report in languages other than English. Dr. Douglas explained that the intended audience is our community partners, not the general public. He stated that we have asked our community partners whether publishing the Report in other languages such as Spanish would be useful and have been repeatedly told that it would not be.

Dr. Gallagher noted that the Division Annual Reports were much shorter than last year and inquired whether staff still found them useful. Several of the Division Directors present stated that the information relayed is useful to staff, particularly since we now have an Intranet and other avenues of communication. Dr. Douglas stated that a shorter Division Annual Report also means less divisional information for the Board of Health. Therefore, beginning in August, we will include Division updates in the Executive Director's Report.

Budgetary Dynamics for Fiscal Year 2020

Ms. Fox presented the fiscal year (FY) 2020 major budgetary dynamics to the Board. She summarized anticipated increases and decreases in revenue and expenditures for the upcoming fiscal year. The current projected net increase in expenditures for FY 2020 is \$544,343 and the projected net increase in revenue is \$53,136 which equates to a deficit of \$491,207.

Board Budget Subcommittee Update and the FY 2020 Budget Presentation Scenario

Per Dr. Douglas, the Board of Health Budget Subcommittee met on May 28, 2019 to discuss how to best inform our Commissioners about TCHD's accomplishments, challenges and emerging public health issues relevant to budget planning. Identified areas of need for budgetary support in FY 2020 include a 3.5 percent merit pool for general-funded staff (\$174,000), a 4.5% health benefits premium increase (\$61,000), and a full-time Mental Health Promotion and Suicide Prevention Manager (\$120,000). Per Dr. Douglas, the current plan is to request a \$0.24 county per capita increase which would provide the needed revenue for the merit increase, the health premium increase and the new position.

Dr. Douglas stated that, in the past, a portion of each county per capita increase was offset by an increase in county population; however, for 2020, the State Demographer is currently forecasting

an overall population decrease of 4,555 in our jurisdiction. This means that any budget increase would have to consist solely of per capita. Ms. Brainard stated that she had just read an article that projected steady population growth in Arapahoe County through 2030. Dr. Douglas asked Ms. Fox and Ms. Ludwig to recheck the State Demographer's projected population numbers for 2020.

Regarding justification for the new Mental Health Promotion and Suicide Prevention Manager position, Dr. Gallagher suggested we provide statistics (e.g., number of suicide attempts, cost burden, etc.) that show the need for this position.

ACTION ITEM: Ms. Fox and Ms. Ludwig to recheck the State Demographer's projected population numbers for 2020.

Spring Updates to the Adams and Arapahoe County Boards of County Commissioners

Dr. Douglas provided a summary of the meetings he had with the Adams and Arapahoe County Boards of County Commissioners to update them on TCHD's activities and relevant public health issues. Of note, Adams County is concerned about air quality and air quality monitoring. They also asked TCHD to look at needs specific to Adams County and are open to providing additional funding for approved projects. Dr. Douglas is scheduled to meet with the Douglas County Commissioners on June 12, 2019.

Strategic Plan Update

Dr. Weidenbach provided an update on 2019-2024 Strategic Plan development. TCHD has selected ten strategic priorities on which to focus for Year 1. Task forces consisting of Executive Leadership and staff at all levels have been formed for each Year 1 strategic priority. From May-July 2019, these task forces will create Goals and Action Steps which will be presented to the Board at the August 2019 meeting. In September 2019, the Action Steps will be implemented and a performance management structure will be created to monitor progress.

Executive Director's Report

TCHD to Receive Two NACCHO Model Practice Awards

This year, TCHD will receive two National Association of County and City Health Officials (NACCHO) Model Practice Awards: one for its Aurora Syringe Access Services Program and a second for its Radiation/Nuclear Response Annex to the Public Health Emergency Operations Plan.

Dr. Douglas Inducted into Delta Omega National Honorary Society in Public Health

Dr. John Douglas was inducted into the Delta Omega National Honorary Society in Public Health during the Colorado School of Public Health's Awards and Recognition Brunch on May 23, 2019. More information on Delta Omega and the history of the society can be found at <https://deltaomega.org>.

TCHD Staff Member to Present at National CSTE Conference

Leslee Warren, Communicable Disease Epidemiologist, has been selected to present at the Council of State and Territorial Epidemiologists (CSTE) annual conference in June. Her presentation entitled, *Rapid Implementation of Universal MMR Vaccination to Control a Mumps Outbreak at a U.S. Immigration and Customs Enforcement Detention Facility in Colorado*,

February – April 2019, will discuss TCHD's coordinated, locally-managed outbreak response that systematically guided the facility's leadership, medical staff, and corporate liaisons to implement surveillance and disease control measures including: evaluation, prompt case reporting, laboratory testing, quarantine, and vaccine storage.

NACCHO National Webinar: Public Health's Roles in Active Shooter Events

The NACCHO Surge Management Workgroup hosted a webinar on June 3, 2019 entitled, *Public Health's Roles in active Shooter Events*. Sara Garrington, Emergency Preparedness and Response Manager, shared the role TCHD played during the response to the Aurora Theater shooting, the Arapahoe High School shooting, the Copper Canyon Apartments shooting, and, most recently, the Douglas County STEM School shooting. She specifically addressed coordination and communication with behavioral health partners, victim advocates, and the wider incident response structure.

TCHD Recruits EIS Officer

TCHD and the Colorado Department of Public Health and Environment (CDPHE) partnered to successfully recruit Kristen Bush Marshall, PhD, a CDC Epidemic Intelligence Service (EIS) officer who will serve both agencies over the course of the two-year training program. Dr. Marshall comes to us from Rochester, NY where she recently completed her doctorate in translational biomedical science and statistical modeling. She will join us in August 2019.

Public Health Improvement Plan Update

Planning and Information Management (PIM) staff are working to further refine and coordinate work plans across the four Public Health Improvement Plan (PHIP) priority areas. Performance metrics and dashboards are being developed to track progress on high-level tasks called out in the action plans and to show progress made towards population health outcomes related to each priority area. The Board of Health can expect to see early renditions of a performance management system for the PHIP during the August 2019 Board meeting.

Response to Douglas County STEM School Shooting

On May 7, 2019, TCHD was activated as the Emergency Support Function #8 (Health and Medical) Lead in response to the STEM school shooting in Douglas County. Two TCHD Emergency Preparedness and Response (EPR) staff were deployed to the Douglas County Emergency Operations Center to coordinate with hospitals, behavioral health, and the coroner's office. Additionally, Becky O'Guin, TCHD's Strategic Communications Manager, supported public information coordination from the Douglas County EOC during the first operational period.

Three Grants Supporting Mental and Behavioral Health Efforts Ending

Three grants supporting mental health and behavioral health efforts are set to end in the upcoming quarter: the Colorado State Innovation Model (SIM), the Strategic Prevention Framework-Partnership for Success, and the Prescription Drug Overdose grant. We have been working with partners to ensure sustainability of activities and have identified plans for affected staff members.

Cancer, Cardiovascular and Pulmonary Disease (CCPD) Grants

Updates were provided on activities related to TCHD's CCPD grants: Advancing Breastfeeding in Colorado and Initiative for Workplace Health and Wellbeing.

Community Health Promotion Division Welcomes Maternal and Child Health Programs

Beginning July 1, population health initiatives under TCHD's Title V Maternal and Child Health Program will move from the Nursing Division to the Community Health Promotion (CHP) Division to help support enhanced synergy among efforts sharing similar target populations, partners, and strategies. The initiatives joining CHP are dedicated to improving outcomes in the following areas: African American infant mortality, pregnancy related depression, developmental screening and referral, bullying and suicide among youth, medical home for children and youth with special healthcare needs, and substance misuse among pregnant and post-partum women.

Change Management Workshop

On May 7, 2019, TCHD, in consultation with Slalom, hosted a half-day project management and change management workshop to help launch the formation of a TCHD-specific project management toolkit for the identification, planning, and implementation of information systems. This effort supports the "change management" focus area of TCHD's 2019-2024 Strategic Plan.

Employee Benefits Update

TCHD Benefits Open Enrollment concluded on May 3rd. There were no premium increases for our dental and vision insurance. The medical insurance premiums increased by 4.5% in addition to a .19% increase to lower the co-payment for specialty pharmacy/self-injectible drugs. TCHD paid an average of 80% of the 4.5% premium increase and absorbed the full .19% increase for the pharmacy benefits change. In total, the increase for medical benefits was \$158,076.

Healthy Farmer's Markets

This summer, there will be two Healthy Farmer's Markets in Adams County: one at the Anythink Huron Street Library which was established last year and a new location at the Anythink Wright Farms Library at 120th and Holly.

WIC Community Gardens

TCHD's WIC program partners with three community gardens in Adams County: Northglenn Stonehocker Garden, Thornton Amazing Meadows Garden, and the Brighton 27J Garden. The gardens provide access to fresh organic produce, engage families in physical activity and serve as an educational ground for home gardening and nutrition education. Produce harvested from the garden is given to the WIC families who worked in the garden that day. Any produce that remains is brought back to area WIC clinics and/or donated to a local food pantry. Last year, TCHD provided 6,696 pounds of produce to garden participants and food banks.

Colorado Core Public Health Services Framework

On April 17, 2019 the State Board of Health adopted into the Code of Colorado Regulations (CCR: 6 CCR 1014-7 Core Public Health Services) a new framework that will go into effect January 1, 2020. TCHD will be taking part in a state-wide mandatory assessment to 1) understand current statewide implementation and spending on core public health services; and 2) estimate the cost to fully deliver core public health services statewide based on the current service delivery paradigm. The results of the assessment will influence any future changes to funding formulas as well as future legislative action.

Tobacco Free 303 Media Campaign

TCHD staff partnered with the Douglas County Youth Substance Abuse Prevention Coalition, Douglas County Youth Leader Board and Evolution Communications Agency to create a strategic communications campaign focused on preventing youth vape use. The Tobacco Free

303 brand, created in 2015 to unify community coalitions across the TCHD jurisdiction, was used as the platform for messages developed by youth and parents that would resonate with peers. The spring campaign consists of broadcast public service announcements in English and Spanish and videos running on digital platforms and social media.

2019 Emerging Pathogens Exercise

On April 22, 2019, TCHD Communicable Disease and Emergency Preparedness and Response staff participated in the statewide Emerging Pathogens 5280 Full Scale Exercise which focused on notification, transport, public health coordination and response, and the assessment/treatment of several patients suspected of having a highly infectious disease.

Restaurant Ratings Consumer Focus Groups

Colorado Revised Statutes (CRS) 25-4-1607.7(2) requires that inspection ratings be determined in conformance with a system adopted by CDPHE. As part of this process, CDPHE will be facilitating several consumer focus groups to obtain input on the proposed system as well as feedback on where, when and how the public would like to access restaurant ratings information. TCHD will be hosting one of the consumer focus groups this summer and will take a lead role in developing a short, statewide survey, informed by the focus groups, to obtain as much consumer input as possible. TCHD plans to implement the new ratings system once this process is complete and new guidance has been issued by CDPHE.

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, CDPHE, and the Denver Department of Public Health and Environment (DDPHE) to find the source of Perfluorinated Compounds in groundwater in South Adams County. On March 12, 2019, TCHD staff conducted private well sampling for the homes identified in the January 17, 2019 door-to-door campaign. CDPHE, DDPHE, and the Rocky Mountain Arsenal have also conducted additional sampling. All agencies involved, including TCHD, will meet to evaluate sampling data and determine next steps.

Legislative Update

Dr. Douglas gave a quick summary of the most important legislative developments relevant to our work. A detailed written summary of outcomes from the 2019 legislative session was included in the Board members' meeting packet.

TCHD Legislative Engagement Summary

A summary of oral testimony and written communication to state legislators during the 2019 legislative session was provided to the Board. Dr. Gallagher stated that more information (e.g., who sent the letters or gave testimony, who the letters went to, etc.) was needed.

ACTION ITEM: Dr. Fawell and Dr. Douglas to determine the timing and content of the annual TCHD Legislative Engagement Summary.

Other Items

Kratom Ordinance in Castle Rock

A second reading of Ordinance 2019-011, Amending Title 9 of the Castle Rock Municipal Code by the Addition of a New Chapter 9.24 Entitled Sale of Kratom to Minors Prohibited, was held by the Castle Rock Town Council on June 4, 2019 with the Council approving the ban on sales to people under the age of 18. An amendment was proposed to increase the age restriction to 21, but

the amendment failed. TCHD recommended that an amendment be made to require kratom packaging to have a warning label stating that it's not for human consumption; however, town attorneys advised that a labeling requirement would be outside the scope of the ordinance and that the Town Council's authority to require labeling was unclear.

Kratom and Greenwood Village

Dr. Douglas stated that the City of Greenwood Village has reached out to TCHD to have a preemptive hearing on kratom to begin thinking about how to address this issue should it arise.

Update on Grant for Permanent Recycling Facility for Arapahoe and Douglas Counties

Dr. Douglas informed the Board that the grant Ellen Kennedy, TCHD's Household Hazardous Waste Specialist, applied for to establish a permanent joint recycling facility for Arapahoe and Douglas Counties wasn't funded.

Set Agenda for the August 13, 2019 Meeting

The August 13, 2019 meeting agenda will include a public hearing to consider the adoption of proposed Environmental Health fee changes and a study session on TCHD's FY 2020 proposed budget and budget presentation,

Board Member Remarks

Dr. Fawell congratulated Dr. Douglas on his induction into the Delta Omega National Honorary Society in Public Health.

Ms. Reyes reminded the Board members that the National Association of Local Boards of Health (NALBOH) Annual Conference is being held in Denver on August 14-16, 2019. Ms. Brockman confirmed that five Board members have registered to attend the conference.

Closing Remarks

None.

Adjournment

Ms. Reyes moved to adjourn the meeting at 7:21 p.m. Ms. Brainard seconded and the motion was approved unanimously.

Thomas Fawell, MD, President

Naomi Steenson, Secretary