



**Board of Health Meeting
August 13, 2020
Minutes**

At a regular meeting of the Tri-County Health Department (TCHD) Board of Health, held virtually via Zoom, there were:

Board of Health Members:

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| Janice Brainard, RN, Secretary, Arapahoe County | Present |
| Richard Delaney, JD, Adams County | Present |
| Thomas Fawell, MD, 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 | Absent |
| Zachary Nannestad, Vice President, Douglas County | Present |
| Rosanna Reyes, RN, President, Adams County | Present |

Executive Management Team Members:

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| Michele Askenazi, Director of Emergency Preparedness, Response and Communicable Disease Surveillance | Present |
| Heather Baumgartner, Director of Community Health Promotion | Present |
| Lisa Bolstad, Administrative Assistant | Present |
| Jill Bonczynski, Director of Nutrition | Present |
| Ronnae Brockman, Executive Assistant | Present |
| Monique Didier, Director of Administration and Finance | Present |
| John M. Douglas, Jr., MD, Executive Director | 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

Ms. Reyes called the meeting to order at 4:30 p.m.

Introductions

None

Approval of the Consent Agenda

MOTION: Ms. Joswick moved to approve the items in the Consent Agenda which included: Minutes of the June 11, 2020 and July 8, 2020 Board of Health meetings and the Financial Statements for the period ending May 31, 2020. Ms. Brainard seconded and the motion was approved unanimously.

Public Hearing: Proposed Environmental Health Fee Changes

Ms. Reyes opened the public hearing at 4:36 p.m. It was noted that the public hearing was duly advertised in the Legal Notices section of *The Denver Post* on Sunday, August 2, 2020.

Mr. Hlavacek presented the proposed fee schedule to the Board and 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 2020 to review the majority of program fees (some are set by state statute). If adopted, the new fees would become effective September 1, 2020.

Ms. Reyes verified that no one from the public was present to speak on this issue and closed the public hearing at 5:13 p.m.

MOTION: Dr. Fawell moved to adopt the proposed Environmental Health fees. Ms. Brainard seconded and the motion was approved unanimously.

Study Session: Fiscal Year 2021 Proposed Budget and Presentation

Ms. Didier provided an overview of TCHD's fiscal year (FY) 2021 proposed budget to the Board. Overall, TCHD's proposed FY 2021 budget of \$51,570,870 reflects an increase of \$6,612,858 (14.71%) over our FY 2020 approved budget. The majority of this increase consists of COVID-19 funding. TCHD will not request a county per capita rate increase for FY 2021; however, our proposed budget does include a population-based increase of \$184,983 (1.69%). This additional county funding will support a 4.5% increase in health benefit premiums (\$144,126) and a portion of the mandated 0.5% PERA contribution increase (\$40,857). Finally, TCHD employees will not receive a merit increase in FY 2021.

In addition to TCHD's FY 2021 budget request, the presentation for the upcoming budget study sessions with our Boards of County Commissioners will also contain updates on COVID-19, TCHD's four Public Health Improvement Plan (PHIP) Priority Areas, mental health work, and the Adams County-Specific Air Quality and Food Security Coordinator positions.

Ms. Ludwig stated that the FY 2021 Proposed Budget book will be finalized in September.

COVID-19 Update

Dr. Douglas provided an update on the COVID-19 pandemic and TCHD's response efforts. This included case numbers and other relevant data; case investigation and contact tracing; community testing; compliance and enforcement efforts; support for school, child care and business reopening; and next steps such as expanding testing to vulnerable populations; childhood and influenza vaccinations; and re-staffing core public health services. Dr. Douglas also addressed several questions from the Board on Immunization Program staffing and reopening schools.

Public Health 3.0

Theresa "Tracy" Anselmo, Executive Director of the Colorado Association of Local Public Health Officials (CALPHO), presented to the Board on Public Health 3.0.

Executive Director's Report

Racial Equity and Workforce Development

TCHD has formed a new Racial Equity Workforce Development Strike Team with 17 participants from across the agency. The team's focus will be to support the creation of training and educational strategies to advance racial equity and justice within TCHD.

Schools and COVID-19 Response

TCHD has developed a School and Childcare Branch within the COVID-19 response structure, increasing TCHD's bandwidth and the number of staff trained to offer timely, informed support to the education sector. This team is working closely with schools and districts on their re-opening plans.

Annual Update on TCHD's Harm Reduction and HIV Prevention Program

TCHD provided an annual update to the Board on its Harm Reduction and HIV Prevention Program. Since January 2020, the program has provided 116 naloxone kits, documented ten naloxone reversals, provided 74 human immunodeficiency virus (HIV) and 27 hepatitis C virus (HCV) tests, provided 37,876 syringes and took back 33,740 used syringes (89% return rate).

Update on Immunization Effort

According to preliminary data, Colorado has met the goal of increasing kindergarten measles, mumps and rubella (MMR) vaccination rates from 87% to at least 90% for the 2019-20 school year. TCHD immunization staff are now working to meet the state's new goal of 92% for the 2020-21 school year. Additionally, TCHD's Immunization Program is in the early planning stages to support the state's goal to increase adult influenza vaccination rates from 70.4% to 78% by June 30, 2021.

WIC Program Receives Colorado Access Grant to Support Telehealth

TCHD's WIC program received a \$60,000 two-year grant from Colorado Access to improve telehealth services for WIC clients. The advent of COVID-19 necessitated the provision of remote services, which has changed the way TCHD operates and interacts with clients. This funding will enable us to implement a Vonage phone system to streamline phone services at TCHD's 11 WIC offices, enable staff to log in and call clients from their laptops, and update Zoom licenses for video interaction with clients.

Annual All-Staff Meeting Announcement

TCHD Board of Health members are invited to attend TCHD's Annual All-Staff Meeting on Wednesday, October 7, 2020 from 8:30 a.m. until noon. This meeting will be virtual to maintain social distancing requirements to prevent the spread of COVID-19.

Public Health Improvement Plan Progress Update

A progress update on TCHD's Public Health Improvement Plan (PHIP) was provided to the Board. The four areas that were prioritized during our initial PHIP process: Access to Mental and Physical Health Care Services, Mental Health, Health and Food, and Health and Housing have proven to be of even greater need in our communities in our current COVID-19 environment.

Performance Management Update

Performance Management updates for 16 large TCHD programs were provided to the Board. Each update contained a brief program overview, a short narrative, a table of performance data with comments, and a series of line graphs.

Legislative Update

The Board was provided with a copy of CALPHO's 2020 Legislative Session Summary, which covers priority bills and budget items as well as other bills of interest. Additionally, Mellissa Sager, TCHD's Policy and Intergovernmental Affairs Manager, will continue serving as Policy Co-Chair for CALPHO for the 2021 legislative session.

Other Items

Motion to Form a Bylaws Subcommittee

Dr. Gallagher stated that Sid Overton, TCHD Board of Health's legal counsel, recommended that a working group be formed to address issues related to the Board of Health Bylaws. She made the following motion, which generated a lengthy discussion among Board members, but ultimately passed with a majority affirmative vote:

MOTION: Dr. Gallagher moved that an Ad Hoc Committee consisting of Board of Health members be formed to work in collaboration with Mr. Overton and that:

- **The Ad Hoc Committee will consist of volunteers from the Board of Health who have the interest and availability to be a part of this Committee.**
- **Within a week, volunteers will provide their names to Ronnae Brockman, Executive Assistant, who will schedule the Committee's first meeting.**
- **Once it is formed, the Ad Hoc Committee will define its scope of work and the ways in which the group will keep the entire Board apprised of their deliberations.**
- **Given the urgency surrounding the issues to be addressed, the Ad Hoc Committee should schedule its first meeting before the end of August depending on the availability of Mr. Overton and the Committee members.**

The motion was seconded by Dr. Fawell and passed with Dr. Gallagher, Dr. Fawell, Ms. Brainard, Ms. Joswick, Ms. Jaroch, and Mr. Nannestad in favor. Ms. Reyes voted against the motion and Mr. Delaney abstained from voting.

ACTION ITEMS: As stated in the above motion.

Set Agenda for the October 8, 2020 Meeting

The October 8, 2020 meeting agenda will include: 1) a public hearing to consider the adoption of a supplemental budget appropriation, 2) an update on the budget study sessions with the Commissioners, and 3) appointment of a Board nominating committee.

Board Member Remarks

None.

Closing Remarks

Ms. Reyes thanked TCHD staff and volunteers for their hard work during COVID-19 response.

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Adjournment

MOTION: Ms. Joswick moved to adjourn the meeting at 6:55 p.m. Dr. Fawell seconded and the motion passed unanimously.

Rosanna Reyes, President

Janice Brainard, Secretary