

MINUTES
OF THE
BOARD OF HEALTH

JEFFERSON COUNTY, COLORADO

On August 20, 2019, at 4:00 p.m., President Greg Deranleau called the meeting to order. Lindsey Gonzales took roll call. The following additional Board members were present: Dr. Kimberley Krapek and Lane Drager. Amanda Crusier, counsel for Jefferson County Public Health, was also present.

For the record, Dr. Dawn Comstock was absent. A quorum was established.

Mr. Deranleau announced Caroline Szuch has resigned her position on the Jefferson County Board of Health due to scheduling conflicts.

Staff Members Presenting

Dr. Mark Johnson, Executive Director
Jody Erwin, Deputy Director
Joseph Badalpour, Administrative Services
Karen Wiggins, Administrative Services
Allison Wilson, Community Health Services
Paulina Erices, Community Health Services
Matthew Nii, Administrative Services

Acceptance of Agenda

Dr. Krapek made a motion to approve the August agenda as presented. Mr. Drager seconded the motion.

Motion Passed

Acceptance of the Minutes

Mr. Drager made a motion to approve the meeting minutes from the July Board of Health meeting. Dr. Krapek seconded the motion.

Motion Passed

Employee of the Month

The Board of Health presented July's Employee of the Month award to Rakia Ranney and Brittany Cuthbert, with the Health Promotion and Lifestyle Management Division. The Board also presented August's Employee of the Month award to Kate Follett, with the Community Health Services Division.

New Staff Introductions

N/A

Variance Case

Jon Vickery, with Environmental Health Services presented Variance Case Number 19-114275 OW to the Board.

The property owner, Andrew Bakken gave testimony regarding this case.

After review and discussion from the Board. Mr. Drager made a motion to approve Variance Case Number 19-114275 OW as presented to include the staff recommendations made by Jon Vickery. Dr. Krapek seconded the motion.

Motion Passed

Financial Report

Mr. Badalpour presented the financial report for July. Dr. Krapek made a motion to approve the report as presented. Mr. Drager seconded the motion.

Motion Passed

Contracts and Agreements

Mr. Badalpour presented the contracts and agreements for August. Mr. Drager made a motion to approve the contracts and agreements as presented. Dr. Krapek seconded the motion.

Motion Passed

Approval of Warrants

Dr. Krapek made a motion to approve the warrants as submitted for August. Mr. Drager seconded the motion.

Motion Passed

Old Business

Matthew Nii, with Administrative Services, gave a progress report to the Board regarding the 2020-2022 strategic plan, which included the updated verbiage to Jefferson County Public Health's Mission and 10-Year Vision. Mr. Nii also shared the four priorities on which Jefferson County Public Health will focus on over the next three years. The four priority areas are: Serve and Engage the Public, Urgent and Emergent Health Threats, Strategic and Intentional Data, and being an Employer of Choice.

Mr. Nii reviewed with the Board the goals to support each priority area. The priorities and goals were set by the Jefferson County Public Health director and leadership team. Mr. Nii asked the Board for their direction regarding product changes, such as: Does the Board of Health want to make any changes to the mission, vision, priorities, or goals and, process changes? Does the Board of Health want to make any changes to the planning process? In September Jefferson County Public Health will start following up with community partners as well as finalizing the strategic plan to include the mission statement and the 10-year vision. Mr. Nii will present a preliminary plan at the November Board of Health meeting with final approval from the Board of Health expected at the December 2019 or the January 2020 Board of Health meeting.

Mr. Drager would like to add a specific goal addressing the impacts of climate change on health and environment to the urgent and emergent health threats priority.

Mr. Deranleau requested an extra week to review the preliminary strategic plan before the November Board of Health meeting.

Note: Mr. Deranleau requested a change to the current agenda, moving New Business (National Breastfeeding Month Proclamation) item before the second Old Business (2020 Budget Update) item. Mr. Drager made a motion to approve the requested agenda change. Dr. Krapek seconded the motion. Motion Passed

New Business

Ms. Wilson and Ms. Erices, with Community Health Services, presented the National Breastfeeding Month Proclamation for August to the Board of Health. Dr. Krapek recommended adding the word “safe” to the second paragraph, after the word “providing”. Dr. Krapek made a motion to approve the amended proclamation. Mr. Drager seconded the motion. Motion Passed

Old Business (continued)

Mr. Erwin provided an update to the Board regarding the 2020 budget for Jefferson County Public Health. Mr. Erwin will present a decision package regarding the 2020 Budget to the Board of County Commissioners on September 16th, at which time the Board of County Commissioners could ask public health to make additional cuts to the 2020 budget.

The Board of Health stated that it does not approve making additional cuts to the 2020 budget and directed Jefferson County Public Health to request the use of their fund balance if any additional cuts are to be made. The Board has directed Dr. Johnson to discuss their recommendations with the Director of County Budget and Risk Management and with the County Manager. Dr. Johnson will update the Board of Health before or at the next Board of Health meeting on September 5th.

Executive Director Hiring Process Update

Karen Wiggins, with Administrative Services, discussed with the Board staff comments and suggestions regarding supplemental questions and the scope of work for the executive director job description.

Dr. Johnson mentioned he has received a few additional comments for the Board to review. Dr. Johnson will forward the additional comments to the Board before their next Board of Health meeting.

Dr. Krapek recommended the recently updated public health competencies from the State Board of Health to be highlighted in the job search for the executive director position. This may be through verbal direction or through the recruitment process.

On September 5th, the Board of Health will bring their individual feedback regarding the recruitment process to Jefferson County Human Resources for their review and consideration, including the themes pointed out in the staff comments. Dr. Krapek summarized her reading of the common themes, including: a social and environmental justice attitude; an understanding of and their plans for health equity in the county and equity in the department; transition plans; team enhancement; conflict resolution; diversity; strengthening the organizational structures of communication, and; enhancing bilingual services. Mr. Deranleau agreed with Dr. Krapek's summarization of the staff comments.

The Board thanked all those staff who participated in providing feedback.

Ms. Wiggins will prepare a guidance document for the Board to review in preparation for the recruitment meeting on September 5th. The guidance document will be emailed to the Board for review before the end of August.

Executive Director Comments

Dr. Johnson shared that he has been asked by the Board of County Commissioners to review the applications for the vacant Board of Health positions. Two Board of Health positions are currently open to fill. The Board of County Commissioners have asked for recommendations from Dr. Johnson. The Board of County Commissioners will vote on the two open positions at their meeting on September 17th.

Mr. Drager shared with Dr. Johnson a matrix he received from the National Association of Local Boards of Health (NALBOH) conference he recently attended. The matrix provides helpful insight on Board of Health member qualities and recommendations regarding background diversity and skills.

Dr. Johnson also shared with the Board newly released data regarding Rocky Flats and the Jefferson County Parkway project. Dr. Johnson also discussed with the Board the increasing number of residents in Colorado that have been infected with hepatitis A. Jefferson County Public Health has partnered with Jefferson County Human Services, the Jefferson County Jail, and the Action Center to help increase immunizations among those most at risk to safeguard residents in Jefferson County against this contagious illness.

Directors' Comments

Dr. Huffman discussed new Federal guidelines around Public Charge and the impacts in relation to clinic services at Jefferson County Public Health and asked if any other staff had additional comments on this topic. Nikki Work stated that the metro health communications teams were working together to ensure messages on the effects of the changes to Public Charge were similar in the Front Range LPHAs. Paulina Erices added that community members have shared with her an increase in hate-crime actions occurring in Lakewood, targeting the Latinx populations, and she believes they are related to such changes as those made to Public Charge status.

Board of Health Comments

Dr. Krapek discussed with the group her growing concern regarding the number of bicycle deaths throughout the state and the county. Ms. Krapek inquired about bringing bicycle safety to the forefront of Jefferson County Public Health's social media and/or website.

Mr. Drager thanked Jefferson County Public for sending him to the NALBOH Conference and thanked Jody Erwin and Kelly Keenan for presenting during the conference on Jefferson County's Community Health Needs Assessment.

Mr. Deranleau echoed Mr. Drager's comments and commented on learning more about advocacy and education at the NALBOH Conference.

Note: The Board of Health will vote in October whether to have a December Board of Health meeting.

Adjournment:

There being no further business to come before the Board of Health, the meeting was adjourned at 7:02 p.m.