

MINUTES
OF THE
BOARD OF HEALTH

JEFFERSON COUNTY, COLORADO

On January 21, 2020 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: Cheri Jahn, Dr. Dawn Comstock, Dr. Kimberley Krapek and Lane Drager. Amanda Cruser, counsel for Jefferson County Public Health, was also present.

A quorum was established.

Staff Members Presenting

Dr. Mark Johnson, Executive Director
Jon Vickery, Environmental Health Services
Elise Lubell, Director of Health Promotion and Lifestyle Management
Dr. Huffman, Director of Community Health Services
Joseph Badalpour, Administrative Services
Jody Erwin, Deputy Director
Kelly Conroy, Community Health Services Associate Director

Acceptance of Agenda

Mr. Drager made a motion to approve the agenda with the following changes: Move Public Comment to agenda item number five, strike item number seven (Financial Report), add under New Business Re-Election of Board of Health Officers and add an Executive Session. Dr. Krapek seconded the motion.
Motion Passed

Acceptance of the Minutes

Dr. Krapek made a motion to approve the meeting minutes from the December Board of Health meeting. Dr. Comstock seconded the motion.
Motion Passed

Employee of the Month

Mr. Deranleau presented the January Employee of the Month to Olivia Martinez, Melanie Rogers and Gloria Gutfeld, with Community Health Services.

New Employee Introductions

Jody Erwin introduced Katie Haas, with Administrative Services.

Kelly Conroy introduced Miranda Thompson, with Community Health Services.

Public Comment

Mr. David Greist came before the Board to ask for a reduction in fees (\$40.00) for a burn permit. The reduction of fees would be valid for five years upon approval. The Board would like to postpone this request for more information from Environmental Health at the February Board of Health meeting. Mr. Drager made a motion to approve postponement. Ms. Jahn seconded the motion.

Motion Passed

Rescheduled to February 18, 2020.

Variance Case

Dr. Comstock made a motion to continue Variance Case # 19-123752 to a future Board of Health meeting chosen by the applicant, to allow the applicant time to provide evidence of how the engineering plans will address the minimum setbacks for dry gulch and soil treatment area separation required by Section 4.0 Table B-1 per the Colorado Onsite Wastewater Treatment Regulations. Mr. Drager seconded the motion.

Motion Passed

Contracts and Agreements

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

Motion Passed

Approval of Warrants

Mr. Drager made a motion to approve the warrants. Ms. Jahn seconded the motion.

Motion Passed

Old Business

Noella Rios, with the health communications team, presented on the fourth quarter update from 2019. There were 162 total unique stories (2019 goal was 110), 27 in outlets that serve hard to reach populations, 30 opportunistic stories and 19 were a result of new partnerships established in 2019. 128,214 total views (2019 goal was 120,000). Jefferson County Public Health continues to see growth in media. Top web pages were food service establishment inspections, birth & death certificates, WIC, immunizations and environmental health.

Ashley Sever, with the health communications team, presented on their 2020-2022 Strategic Plan. The goals within the health communications plan aligns and support the department strategic plan. Some areas of focus include communicating with partners, staff outreach – focusing on internal communications, continuing to inform the community, raising awareness of the importance of public health and Jefferson County Public Health specific programs.

Jim Rada introduced the radon action team; Jessa Woodward, Vi Nguyen and Tracy Volkman. Ms. Woodward thanked health communications, front desk staff, Anita Sandoval and Kathleen Pancratz, as well as Purchasing Agent, Chad Moon for all their help distributing over 700 free radon kits, to date, to the residents of Jefferson County.

Mr. Deranleau read the 2020 Radon Action Month Proclamation into the record.

Dr. Johnson presented the 2020-2022 Jefferson County Public Health Strategic Plan to the Board for their review. Dr. Johnson summarized the goals, objectives and priorities outlined in the plan. Dr. Johnson will email the final draft of the plan to the Board by January 28th. Dr. Johnson will seek the Board's approval at the February Board of Health meeting.

Dr. Krapek proposed to make the Board of Health meetings paperless by the end of 2020.

New Business

The Board reviewed and discussed the proposed changes to the Board of Health By-Laws. The consent agenda would consist of the following items: agenda, approval of meeting minutes, approval of contracts and agreements, and approval of warrants.

Dr. Comstock made a motion to accept the revisions redlined within the Board of Health Bylaws with the added change of moving Public Comment ahead of Variance Cases. Mr. Drager seconded the motion.
Motion Passed

Jody Erwin, updated the Board regarding Colorado Department of Public Health and Environment's (CDPHE) new contracting process. CDPHE is moving toward electronic signatures for approval of all their contracts. This will not change how the Board reviews contracts, only how the Board's signature is secured.

Dr. Comstock made the motion to re-elect Greg Deranleau, as Board President, Lane Drager, as Board Vice President and Kimberley Krapek, as Board Secretary for calendar year 2020. Ms. Jahn seconded the motion.
Motion Passed

Executive Director Hiring Process Update

Dr. Krapek wanted clarification regarding the March 5, 2020, general staff meeting. Karen Wiggins, discussed with the Board that on March 5th, the Board will join the general staff meeting to announce the new Executive Director for Jefferson County Public Health. The meeting will begin at 8:30 a.m. at the Boy Scouts of America building. Dr. Comstock will be unable to attend this meeting due to a prior teaching engagement. The Board requested the announcement will be first on the agenda.

Dr. Comstock and Mr. Deranleau requested the first-round draft interview questions be put in one document for review and editing. The Board also requested the first-round interview schedule before the Board of Health conducts interviews on February 6th and 7th.

Executive Director's Comments

Dr. Johnson updated the Board on the 2019 Novel Coronavirus (2019-nCoV) and the steps that Jefferson County Public Health's Emergency Preparedness team will be working on. Dr. Johnson discussed with the Board the newest rankings of the healthiest counties in Colorado. Jefferson County received the rating of 13. Dr. Johnson also shared that the flu is hitting the country hard with currently 39 pediatric deaths throughout the country.

Staff Comments

Elise Lubell, Director of Health Promotion and Lifestyle Management, invited the Board to the second annual Community Supported Agriculture (CSA) event coming up soon.

Dr. Huffman, Director of Community Health Services, invited the Board to a Health Alliance event, Turn the Curve on February 10, 2020.

Executive Session

Mr. Deranleau requested the Board convene into Executive Session. The request was voted upon and approved by all members of the Board.

Adjournment:

There being no further business to come before the Board of Health, the meeting was adjourned at 6:42 p.m.