

**MINUTES OF THE BOARD OF HEALTH
Jefferson County, Colorado**

****This meeting was held via Zoom****
July 18, 2023

On July 18th, 2023, President Cheri Jahn called the business meeting to order at 4:13 pm. The following additional board members were present: Lane Drager, Hilda Gehrke, Dr. Harriet Hall, and Rachelle Woods.

A quorum was established.

For the record, Jen Viridin took minutes.

Executive Session:

Dr. Hall made a motion to enter into Executive Session at 3:00pm to discuss variance requests – legal advice C.R.S 24-6-402(4)(b); open meetings – legal advice, C.R.S. 24-6-402(4)(b). Ms. Woods seconded the motion.

Motion Passed

Acceptance of Consent Agenda:

Dr. Hall made a motion to approve the consent agenda. Mr. Drager seconded the motion.

Motion Passed

Public Comment:

No public commenters signed up to speak.

Environmental Health Onsite Wastewater System Variance Cases:

Case #23-103 896 OW. Shannon Elizabeth Duran and Jonathan Lee Duran from 25875 Noah Avenue were sworn in and testified on the issue of 25657 Snyder Ave.'s variance request. Mr. Duran was concerned that the distance of this OWTS to the water well for the closest house to 25657 Snyder Ave. was not measured by Jefferson County Public Health. Suzen Kay Raymond from 9893 Arnold St. was sworn in and asked if the property will be required to conduct a wetlands survey as part of the permit process. Ms. Sloan answered the property will be required to have a wetlands survey before permitting can be completed. Ms. Raymond testified her property is 2 acres not .57 acres as the map indicates.

Abel Casillas from 16825 E. Villanova Circle, Aurora, CO was sworn in to testify on his own behalf regarding his variance request for this property. Tim Petz, wastewater engineer, was sworn in to testify on the variance request. Ms. Sloan testified no previous incidence of high groundwater in the area of this site but can research further. Mr. Petz testified the pressurized mound will accommodate seasonal groundwater.

Mr. Drager moved to approve the variance. Dr. Hall seconded the motion.

Motion Passed

Case #22-130 350 OW. Ms. Sloan presented the variance request for 9459 Barnes Ave. Brian Verbeck is the owner and applicant from 9459 Barnes Ave. Jennifer Migliorato, 28529 Mountain View Rd., Conifer, OWTS design engineer, was sworn in to testify on behalf of the applicant regarding the variance request.

Brian Joseph Verbeck of 1604 Sunset Dr., Louisville, was sworn in to testify on the variance request. Mr. Verbeck is working with Jefferson County Schools to acquire a small piece of vacant property which will not push his property over 1 acre, should the purchase be approved.

Mr. Drager made a motion to approve the variance request. Ms. Woods seconded the motion.
Motion Passed

Financial Reports: Salma Jakane:

Salma Jakane presented June 2023 financials. Total revenues are on target halfway through the year. Mr. Drager made a motion to approve. Ms. Gehrke seconded the motion.

Motion Passed

Budget Presentation: Joe Badalpour

Mr. Badalpour presented information on the award from CDPHE for the county to work with the jails on intake tests for syphilis. \$441,000 was awarded for a one-year term which starts on July 15, 2023, and ends in June of 2024. JCPH staff will collaborate with jail staffers.

Mr. Badalpour presented the draft budget for the next fiscal year. Budget cuts have been anticipated for quite some time. There are approximately 170-180 full-time, permanent, positions at JCPH. FY25, ARPA funding is not expected to be available and there may be potential reductions in general funding. Mr. Badalpour requests the Board of Health move forward with submitting the proposed budget and anticipates that any significant changes will be brought before the BoH for discussion. Ms. Woods made a motion to move forward with the budget process. Dr. Hall seconded the motion. Mr. Drager would like a deep look into what is not being funded with the proposed budget.

Motion Passed

Senior Leadership Team Updates/Comments

Jeff Zayach, Interim Executive Director- Mr. Zayach would like to emphasize how proud he is of the leadership team for moving the organization forward in the absence of an executive director. He is confident deeper budget discussions are coming soon and will be shared with the board.

Jody Erwin, Deputy Director- Ms. Billings is updating for Mr. Erwin today as he is unavailable. Sarah Kuettel is the Employee of the Month for July 2023. Ms. Billings would like to thank Ms. Kuettel for her hard work and congratulate her on her accomplishments.

Joe Badalpour, Administrative Services Director- No update today.

Jim Rada, Environmental Health Services Director- No update today.

Alix Hopkins, Family Services Director- Ms. Billings shared on August 7, WIC will be hosting a World Breastfeeding Celebration at the Belmar Library. Lindsey Gonzales will share the flyer for this event with the Board of Health. CDPHE WIC audited the WIC program at JCPH. There were no significant findings and found the staff to have a high level of customer service. Thank you to the WIC team.

Christine Billings, Epidemiology, Planning and Communications (EPC) Director- Ms. Billings explained the timeline of employment that has been/continues to be presented to employees hired on the ELC grant, to include the first, second, and third round of funds. The end of December 2023 will be phase 2 of staff scale down. April of 2024 will see another scale down of staff.

Staff Comments:

Nikki Wellander would like to thank the board for their support of the Health Communications team as well as Ms. Wellander personally. She also announced this is her last week at JCPH and will be moving on to a new opportunity. Ms. Wellander would like to encourage the board to keep seeking out connections with staff.

Kelli Curl would like to express support and thanks to Ms. Wellander.

Mindy Brown echoed Ms. Billings' comments about the clear process that was laid out for ELC funds at the beginning of her employment. Ms. Brown would also like to thank the Board of Health for the benefits holiday in July.

Hisae Tsurumi is overseeing the jail grant funds for the syphilis program. Mr. Drager would like to understand the process of ramping up staffing for a one-year grant. Ms. Tsurumi believes the grant may be extended for a second year due to Pueblo County, who successfully used the grant funds to lower their numbers significantly and is now in the third year of this grant funding. Ms. Curl explained this grant award is due to one of JCPH's goals of the legislative session being completed successfully.

Board of Health Comments:

Dr. Hall is sad to hear Ms. Wellander is leaving JCPH but is happy to hear from other staff members. She thanks staff members for speaking up. Mr. Drager would like to wish Ms. Wellander well and to congratulate the WIC program. He would also like to thank staff who are participating in the ongoing executive director recruitment process. Ms. Jahn has enjoyed meeting the staff over the last 15 months and attending Employee of the Month luncheons. She appreciates the entire staff and their teamwork. Ms. Woods would like to thank the staff for their continued dedication and work.

Adjournment:

There being no further business to come before the Board of Health, the business portion of the meeting was adjourned at 6:37p.m.