

**MINUTES
OF THE
BOARD OF HEALTH**

JEFFERSON COUNTY, COLORADO

On January 19, 2016 at 8:00 a.m., President Bonnie McNulty called the meeting to order. Lindsey Gonzales took roll call. The following additional Board members were present: Lane Drager, Greg Deranleau, and Maureen Sullivan. Amanda Crusier, counsel for Jefferson County Public Health, was also present.

For the record, Linda Reiner was absent. A quorum was established.

Staff Members Presenting

Dr. Mark Johnson, Executive Director
Dr. Margaret Huffman, Director of Community Health Services
Jody Erwin, Director of Administrative Services
James Rada, Director of Environmental Health Services
Jessa Woodward, Supervisor, Environmental Health Services
Christine Billings, Supervisor, Emergency Preparedness

Acceptance of Agenda

Mr. Drager made a motion to approve the agenda as presented. Mr. Deranleau seconded the motion.

Motion passed

Acceptance of the Minutes

Mr. Drager made a motion to approve the minutes from the November Board of Health meeting. Mr. Deranleau seconded the motion.

Motion passed

Employee of the Month Presentation

Ms. Sullivan presented the December and January Employee of the Month certificates to Zach Dunlop, with Health Promotion and Lifestyle Management and Greg Giddins with Administrative Services.

Financial Report

Mr. Erwin presented the November and December financial report to the Board. Mr. Deranleau made a motion to approve the financial report as presented. Mr. Drager seconded the motion.

Motion passed

Contracts and Agreements

Mr. Erwin presented the contracts and agreements to the Board. Ms. Sullivan made a motion to approve the contracts and agreements as presented. Mr. Deranleau seconded the motion.

Motion passed

Approval of Warrants

Mr. Deranleau made a motion to approve the warrants as submitted. Mr. Drager seconded the motion.

Motion passed

Old Business

Amanda Cruser brought before the Board a proposed amendment to the Board of Health bylaws. Proposed changes include: monthly Board meetings going to every other month (Jan, March, etc.), updating attested signature from Board member only to include clerk to the Board, and to delegate signature authority to the Executive Director in some cases regarding contracts. After Board discussion and review, Mr. Deranleau made a motion to approve the proposed changes to the Board of Health bylaws and also the proposed changes to the scheduling. Mr. Drager seconded the motion.

Motion passed

Dr. Johnson thanked the Board of Health, Boog and Cruser, Dr. Huffman, Kelly Conroy and Erin Blau for their readiness and willingness to move forward regarding a county wide needle exchange program. Dr. Johnson also thanked Dr. Huffman, Kelly Conroy and Erin Blau on all the work that has gone on behind the scenes with regards to education, and presentations given to the Board and other members of the community. After review and discussion of the memo prepared by Dr. Johnson, Mr. Drager made a motion to approve a county wide needle exchange program based on CRS 25-15-120. Ms. Sullivan seconded the motion.

Motion passed

Mr. Rada read the proposed Radon Proclamation into the record and asked for the Board's approval to proclaim January as National Radon Action Month. Mr. Deranleau made the motion to approve the proclamation declaring January as National Radon Action Month in Jefferson County. Mr. Drager seconded the motion.

Proclamation Adopted – Approved

New Business

Jessa Woodward brought forward a plan for the revision of the Jefferson County Body Art Regulations to be completed in 2016. Currently, JCPH Environmental Health Services Division (EHS) operates under the 2001 Jefferson County Body Art Regulations. EHS is planning to hold the first stakeholders' meeting in late February. The proposed regulation changes would be brought back to the Board of Health by September.

Christine Billings spoke to the Board regarding different exercises that the Emergency Preparedness (EP) team is conducting county wide and state wide. During an actual emergency Christine Billings would request help from the County for different resources such as the incident management team. During a planned exercise in mid-January, staff will be working on a delegation of authority document. To help draft an outline that shows the different roles the County Commissioners and the Board of Health play during a disaster and who has delegation authority during a disaster. Christine will bring back the delegation of authority form for review in May or July.

Executive Director Comments

Dr. Johnson briefed the Board on a 2.6% pot of money that can be used for pay increases throughout JCPH. After meeting with the Directors it has been decided that a 2.5% pay increase will be given across the board to employees, who are not on probation. For those who are on probation, (due to being recently hired) they will receive 2.5% after their probation period is complete. The leftover funds will be given equally to each division to help raise the compa-ratio for staff that has been with the department for several years who fall below that ratio.

In addition to this, Dr. Johnson briefed the Board regarding the U. S. Health and Human Services department bringing immigrant minors to house at the Federal Center in Lakewood. Several conversations have taken place, discussing the different potential risks, such as health problems during this plan. There is a public telephone town hall meeting on January 15, 2016 at 6pm, to discuss questions and concerns regarding this proposed plan.

Dr. Johnson has also been working with individuals who have been working with Commissioner Tighe, regarding concerns surrounding Rocky Flats and the Jefferson Parkway. Dr. Johnson will update the Board regarding any updates within that situation.

Dr. Johnson briefed the Board regarding five Regional Institute for Health and Environment Leadership (RIHEL) fellows from JCPH who are working on a project that hopes to strengthen the JCPH workforce and its organizational capacity and capabilities to work more effectively at eliminating health inequity issues in our communities. The fellows put together a survey for all JCPH staff to take regarding health equity and workforce development within the department, and 90% of the staff participated.

Dr. Johnson also briefed the Board regarding the Zika virus and what it means for Colorado/Jefferson County. Dr. Johnson will keep the Board updated with any additional information that comes out regarding the virus.

Director Comments

Mr. Rada briefed the Board with regards to the Retail Food Licensing renewal process. Currently, 165 facilities are unpaid. Notice of Non-Payment will go out in late January. These notices will be hand delivered. Mr. Rada updated the Board on a few different bills being submitted to the legislature, such as statewide mandatory vaccination for dogs and cats, and an expansion on the Cottage Foods Act and the retail food license fee bill.

Dr. Huffman updated the Board regarding the SIM (State Innovation Model) grant. JCPH is one of the five metro LPHAs working together on the reduction of stigma related to obtaining mental and behavioral health services, and to increase screening for mental health/behavioral health concerns among FQHCs and private providers. Tri-County is the lead on this, and the other partners are Boulder County, Broomfield County, Denver Health, and Tri-County, the agencies that serve the 7 Denver metro counties. The work of the grant will be provided by a staff person in Community Health Services. The grant was written broadly enough to allow each individual LPHA to focus the work on specific target areas for their county/community. JCPH has highlighted the need to provide specific outreach for low-income families.

Public Comments:

None

There being no further business to come before the Board of Health, the meeting was adjourned at 9:26 a.m.