

SAN ■ JUAN ■ BASIN
HEALTH
D E P A R T M E N T

MEETING MINUTES
REGULAR MEETING OF THE BOARD OF HEALTH
SJBH
LARKSPUR ROOM
DURANGO, CO
October 24, 2016, 4:30 P.M.

Attendance: Bob Ledger, Brad Cochennet, Terryl Peterson, Gwen Lachelt, Shere Byrd, and Ann Bruzzese Legal Counsel

I. **CALL TO ORDER** at 4:35 p.m.

II. **APPROVAL OF AGENDA & CONTENT**

Brad Cochennet moved to approve the agenda with Item VIII e. to be moved right after public comment, Shere Byrd seconded. The Board unanimously approved.

III. **PUBLIC HEARING** None.

IV. **OPEN REGULAR MEETING**

V. **PUBLIC COMMENT**

Dr. Will Finn introduced himself as the new Medical Officer and expressed his gratitude and excitement for joining the SJBH team.

VIII. e. Request for Approval of On-Site Wastewater Treatment Experimental System

SJBH Environmental Health Specialist, Brian Devine, discussed an on-site wastewater treatment experimental system that La Plata County resident, Elizabeth Ries, has proposed to install for her new house. Applicant, Ries, contracted professional engineer, Brett Sherman of Harris Water Engineering to design the OWTS. The submitted design utilizes a product (Presby AES) not automatically approved for use in Colorado, which means Board approval is required.

The submitted design utilizes a design application rate of 0.75 gallons per day per square foot. Consistent with Colorado OWTS performance standards, staff recommended that the design be revised to utilize the standard 0.20 gallons per day per square foot. This will proportionally enlarge the soil treatment area. Staff requested that Board grant authority to SJBH staff to approve a revised design which uses the aforementioned Presby AES, if the design application rate is 0.20 gallons per square foot per day when submitted.

Board Member asked what the primary motivation is for going with their design rather than the standard. The engineer who made other systems with the smaller design and they have been sufficient. The larger system would take longer to create and it would also cost more to install the larger unit.

Board Member asked if the homeowner will move forward if the design is approved. The homeowner responded that she would like Board to approve so that she will have the option to pursue.

Shere Byrd moved to approve authorizing the program manager to authorize construction of the unit with staff and state regulated recommendations.

VI. **STAFF PRESENTATION**

Health Insurance Literacy Program by Kevin O'Connor

Kevin explained the Health Insurance Literacy program to the Board.

Board Member asked how the program is funded.

The Health Insurance Literacy Program is organized by Connect 4 Health Colorado and funds the program through a small percentage of premiums collected from insurances.

VII. **CONSENT ITEMS**

- a. Approval of Minutes for meeting held on September 29, 2016

Terryl Peterson moved to approve the minutes with a correction to the executive session, the Board went into Executive Session for the purpose of discussing personnel matters as well as receiving legal advice. Shere Byrd seconded. The Board unanimously approved.

VIII. ITEMS TO BE CONSIDERED FOR DECISION

- a. 3rd Quarter Finance Committee Report, Financial Reports, and 2017 Budget Update by Finance Committee

Reports were provided. The Finance Committee reviewed the 2017 Budget line by line and stated they do not have any changes currently recommended for the 2017 Budget.

Gwen Lachelt moved to accept the report, Shere Byrd seconded. The Board unanimously accepted.

- b. 2017 Benefits Policies Update

Liane Jollon presented the changes for the SJBH Benefits Policies.

Board Member asked why spouse coverage would be dropped.

Spousal coverage is largely increasing in cost in 2017, and they can get a more cost-effective plan through the exchange. This will benefit both sides.

Board Member asked if spouses and dependents are able to use a member's FSA account.

FSA accounts will cover any person on a member's tax return.

Board member asked if the proposed changes have been explained to staff.

Staff has not yet been informed of the complete changes. The plan is to let staff know by November 1st, but they have been told changes were coming.

Board members asked how many staff members will be affected by increasing the hourly minimum to be offered coverage.

This will affect no staff members because those employees who work less than 30 hours a week do not currently utilize SJBH insurance plans.

Brad Cochennet moved to approve the proposed changes, Terryl Peterson seconded. The Board unanimously approved.

- c. December Meeting Schedule

The Board was presented with the opportunity to decide which date to have the December Board of Health meeting and if the Board would prefer to do a luncheon like previous years or to hold a regular meeting.

Shere Byrd moved to have the December meeting as usual on Thursday, December 15, at 9 a.m., unless there is no business to discuss. Gwen Lachelt seconded. The Board unanimously approved.

- d. Request for Proposal – Managed IT Services

Liane Jollon and Lesley Marie requested that the Board approve Netforce for IT services for another year.

Terryl Peterson moved to approve Netforce, PC for IT services, Gwen Lachelt seconded. The Board unanimously approved.

- e. Approved above.

- f. Funding Requests for Board Approval

Liane Jollon requested the renewal of the contracts for Regional Oral Health Specialist; the Women, Infants, and Children program; and the Women's Wellness Connection.

Shere Byrd moved to approve all three items simultaneously, Brad Cochennet seconded. The Board unanimously approved.

IX. REPORTS

- a. *Executive Director and Staff Reports* by Liane Jollon

Liane Jollon presented the facility and program updates. There was a fire at a building in Pagosa Springs, which resulted in Axis Health losing their office space. They were offered to hold their group classes at SJBH until they are able to procure another location.

The report was provided.

La Plata County Commissioner Gwen Lachelt stated the 2017 budget presentation to the joint Board of County Commissioners was well received by the county commissioners.

The Executive Director and Staff Report included:

- i. 2016 Quarter 3 HIPAA Update
- ii. Communications Update
- iii. Compensation Update

Reports were provided.

b. *Appointments Committee Update* by Gwen Lachelt and Michael Whiting

Gwen Lachelt and Michael Whiting will meet to discuss the appointment of a new Board member.

c. *Personnel/Management Committee Update* by Bob Ledger and Brad Cochennet

Personnel matters were discussed during Executive Session.

X. NEXT REGULAR BOARD MEETING

Thursday, November 17 at 9:00 a.m., Columbine Room, Durango, Colorado

XI. EXECUTIVE SESSION

At 5:45 p.m. Brad Cochennet moved that the Board go into Executive Session to discuss personnel matters pursuant to C.R.S. Section 24-6-402(4)(f)(1). Gwen Lachelt seconded. The Board unanimously approved.

The Board came out of Executive Session at 6:02 p.m. and returned to the Open Session.

XII. OTHER BUSINESS

The Chair of the Board relayed to the executive director that the Board is very pleased with her work and discussed a raise which was acceptable to the executive director. Each director was polled and agreed upon the raise to be reflected in the executive director's employment agreement retroactive to August 8, 2016.

XIII. MEETING ADJOURNED at 6:10 p.m.