

SAN JUAN BASIN

public health

MEETING MINUTES

REGULAR MEETING OF THE BOARD OF HEALTH

COLUMBINE CONFERENCE ROOM

SJBPH OFFICES

DURANGO, CO

SEPTEMBER 28, 2017, 9 A.M.

Attendance: Bob Ledger, Ann Bruzzese, Terryl Peterson (via telephone), Shere Byrd, and Jeff Robbins, Legal Counsel

I. **CALL TO ORDER** at 9:01 a.m.

II. **APPROVAL OF AGENDA & CONTENT**

III. **PUBLIC HEARING**

IV. **IDENTIFICATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST**

None

V. **OPEN REGULAR MEETING**

VI. **PUBLIC COMMENT**

None

VII. **STAFF PRESENTATION**

a. *State Innovation Model (SIM)* by Gordon South and Laura Warner

Gordon South described the purpose of the SIM program, the collective impact approach and our regional suicide prevention efforts.

Board member asked who were the initial stakeholders.

Staff held meetings in Archuleta and La Plata counties including physical and mental health providers, youth-serving agencies, and many other organizations to have a cross sector representation.

Board member asked if 9R was included, and staff confirmed that 9R participates in multiple SIM activities. Board member asked for the definition of the Regional Health Connector.

Staff explained that the Regional Health Connector is a position in each region of the state who is tasked to bring clinical and community organizations together.

Board member asked about the direct impacts being made on potential problems.

Public Health's role is to impact major causes of death and disability. We are playing a role, but we are not working directly with clients. We are building infrastructure to build awareness, providing presentations to the community, and offering skill building and stigma reduction campaigns.

Board member asked what we forecast for the future in terms of the effectiveness approach.

We have emphasized the sustainability of this work. We are leading all of our partners to see what our benchmark is for this work. Part of the collective impact work is to determine shared metrics and we do not have an exact answer right now because this part of the process.

VII. **CONSENT ITEMS**

a. Approval of Minutes for meeting held on August 31, 2017

Ann Bruzzese moved to approve the meeting minutes, Shere Byrd seconded. The Board unanimously approved.

b. Extension Request, Szopinski Cease and Desist Order moved to first item to be considered for decision.

VIII. ITEMS TO BE CONSIDERED FOR DECISION

a. **Extension Request, Szopinski Cease and Desist Order** (moved from consent items)

Brian Devine presented the extension request.

Board member asked who the hearing officer was. Staff replied that Liane Jollon served in that role with SJBPH legal counsel in attendance.

Board member asked if waste was being dumped on the ground. Staff replied that the individual does not have an onsite connection to the central sewer, and he states that he disposes of waste at the Town of Bayfield wastewater treatment plant and disposes of his dishwater on the ground.

Board members asked for background regarding the type of house and the financial position of the individual. Staff described the home as a trailer that has been built upon—not a permanent structure. Staff indicated that the individual reports employment and also insufficient resources. Therefore he was referred to Housing Solutions of the Southwest for financial assistance.

Ann Bruzzese moved to approve the extension request, Shere Byrd seconded. The Board unanimously approved.

b. **August 2017 Financial Reports by Finance Committee**

Terryl Peterson commented that the financials are continuing the same trends and there is nothing new to report.

Shere Byrd moved to approve, Ann Bruzzese seconded. The Board unanimously accepted the reports.

c. **State Tobacco Education and Prevention Partnership (STEPP) Request to Apply for 2018 – 2021 by Kristin Pulatie**

Kristin Pulatie presented the STEPP Application.

Board member asked where we recruit our peer promotors.

Staff discussed that we currently have staff trained as promotors who are community health workers and conduct bilingual outreach and could possibly invest in this staff with youth engagement training. Or, SJBPH may have opportunity for new recruitment and/or community engagement. Board member commented that students at Fort Lewis College (FLC), especially Native American and Hispanic students may be valuable resource and that she is open to providing contacts at the school.

Shere Byrd moved to approve the application for funding, Terryl Peterson seconded. The Board unanimously approved.

d. **2017 CDPHE Indoor Radon Grants by Brian Devine**

Brian Devine presented the Indoor Radon Grant.

Board member asked about existing homes and precautions homeowner's can take. Homeowners can retrofit a radon pump in their basement or subfloor that collects the radon gas and pumps it outside of the structure.

Board member asked if there are building standards. The standards differ throughout the counties and cities in our jurisdiction.

Board member asked about the required \$5,000 match. Staff explained it is already included in our staff salaries and will not result in an additional expense to SJBPH.

Ann Bruzzese moved to approve the contract, Shere Byrd seconded. The Board unanimously approved.

e. **Maternal Child Health Contract Renewal by Laura Warner**

Laura Warner presented the Maternal Child Health Contract.

Ann Bruzzese moved to approve the contract renewal, Shere Byrd seconded. The Board unanimously approved.

IX. REPORTS – suggestion to move D. and E. prior to A., B., C.

Board member suggested reviewing D. and E. prior to A., B., and C. The Board approved the request.

d. 2018 Budget by Lesley Marie

Lesley Marie presented the 2018 Budget and Board members provided feedback.

Board member remarked that he thought we took steps to correct the majority of the staff being paid under market value. Staff responded we have taken an incremental approach. We moved our staff onto the new wage scale but staff are not at the midpoint which is the market average.

Board member asked if we have staff under the 25th percentile.

Yes, most staff is at minimum plus three percent. We pay 100% of the staff health insurance premiums. We have committed to 3% salary adjustments every year. In 2017, we did adopt a budget that set aside money to pay for the wage scale implementation. We have built into our fund balance money to invest in our staff.

Board members asked if the 3% is automatic for everyone and asked whether SJBPH comped salaries only or full benefits in compensations survey? Staff reminded BOH that the 3% annual salary adjustment is not performance based and that full benefits were included in comp survey.

Board member complemented the competency level of our staff.

Board member asked if we had solicited feedback from both public health agencies in Colorado and local non-public health organizations during our compensation study.

Yes, a comparison was made to both types of organizations.

Board member asked for more information on indirect rate.

There is an annual negotiation process with CDPHE that also includes SJBPH determining what expenses are direct and what are indirect. For example, SJBPH direct charges occupancy to specific programs. Many Colorado local public health rates are in the range of 30-40%. Our current rate is 21.20%.

Regarding the budget presentation, Board member suggested that presentation include more information about programs that are facing funding elimination or cuts in the next year.

Board member asked if we are asking for an increase from the Counties. Due to the expressed financial position of La Plata County and the statute that requires that Counties contribute proportionally, La Plata County recommended that SJBPH not ask for increased funding for 2018.

Board member asked if we are investing our fund balance. Finance Committee agreed to research and bring recommendations back to future BOH meetings.

Board asked if there may be future revisions to budget as presented at this time and staff confirmed that there will be, for example we do not have employee sponsored health insurance increases for next year yet, and we have applied but not heard back yet for new programs and/or funding sources.

e. Update on Onsite Wastewater Treatment Systems (OWTS) Regulation Development by Brian Devine

Brian Devine passed out an appendix to the draft regulations included in the packet. Regulations consider direction from the board, outreach to waste water treatment professionals and real estate community. Transfer of title regulation included in the draft with effective date of January 2019. Brian proposed holding a public hearing on October 26, 2017 for the regulation. At the November Board meeting, we would incorporate any results from the public hearing and move to adopt the regulations.

Board member asked if our organization has the full authority to do the transfer of title.

We will be roughly the 9th public health department to adopt this.

a. Executive Director and Staff Reports by Liane Jollon

Liane Jollon commented that our staff cares deeply about the success of our programs in the community and the staff report reflects the great work we do in the community.

b. Executive Committee Update by Bob Ledger and Ann Bruzzese

Given that Ann Bruzzese had to leave, the board agreed to postpone the Executive Committee Update.

c. BOH Election of Officers

Bob Ledger commented that they would postpone this discussion until more board members are present.

X. NEXT REGULAR BOARD MEETING

Thursday, October 26th at 9:00 a.m., Commissioners Room, 398 Lewis Street, Pagosa Springs, Colorado

XI. EXECUTIVE SESSION

There was no need for an executive session.

XII. OTHER BUSINESS

Patsy Ford's retirement party will be October 20th from 4:30-6:30PM Mutu's.

XIII. MEETING ADJOURNED at 11:02 a.m.