

Regular Meeting of the Board of Health  
Commissioner's Room, 398 Lewis Street  
Pagosa Springs  
4/26/2018 09:00 AM

**Minutes**

**Attendance:** Bob Ledger, Gwen Lachelt, Terryl Peterson, Michael Whiting; Michael Goldman, Legal Counsel; Shere Byrd and Karin Daniels by phone.

**Attending as observer – Archuleta County Commissioner Ronnie Maez.**

**Staff attending:** Liane Jollon, Executive Director; Flannery O'Neil, Deputy Director; Lori Zazzaro, Regional emergency Preparedness and Response Coordinator; Claire Macpherson, Consumer Protection Program Manager; Sylven Watson, Executive Assistant and Clerk to the Board.

- I. **CALL TO ORDER: 9:05 AM.**
- II. **APPROVAL OF AGENDA & CONTENT:** Michael Whiting moved to approve, Terryl Peterson seconded, agenda approved.
- III. **PUBLIC HEARING: none.**
- IV. **IDENTIFICATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST: none.**
- V. **OPEN REGULAR MEETING:** Bob Ledger reviewed communications received by the Board: Appreciation letter from Fort Lewis College President for SJBPH involvement on the Wellness Peer Advisory Council; Appreciation card from State Representative Barbara McLachlan in appreciation for Executive Director's video testimony explaining public health implications of clean water.
- VI. **PUBLIC COMMENT: none.**
- VII. **STAFF PRESENTATION**
  - a. Emergency Preparedness & Response, and EPR or EPI - *Who-ya-gonna-call*, by Lori Zazzaro, SJBPH Regional EPR Coordinator, with Rosalind Penney, SJBPH Regional Epidemiologist appearing via previously recorded video. Staff discussed future plans for emergency preparedness exercises in collaboration with community partners. Bob Ledger commented on the excellent quality of the SJBPH staff.
- VIII. **CONSENT ITEMS**
  - a. Approval of Minutes from March 29, 2018 meeting: Terryl Peterson moved to approve, Gwen Lachelt seconded, Minutes approved.
- IX. **ITEMS TO BE CONSIDERED FOR DECISION**
  - a. First Quarter 2018 Financial Reports by Finance Committee: Terryl Peterson reviewed the Financial Reports for the Board. The auditor has completed the field work and the Finance Committee will have the completed audit [report] before the Board meeting in May [2018]. The auditor will attend the Board meeting in June [2018]. Liane clarified the Department of Labor (DOLA) timeline for the Board to accept the audit. Terryl reported the Finance Committee is currently reviewing, with staff, Board Policy changes related to financial controls, and reviewing past due accounts. The Finance Committee will bring updated policies to the Board for approval in May [2018]. Michael Whiting moved to accept the Financial Reports, Gwen Lachelt seconded, reports accepted.
  - b. Access to Pediatric Specialty Care, Supplemental Funding Opportunity by Flannery O'Neil: Flannery reviewed the application for funding to promote telemedicine in the region and reported that funding has been approved if the Board approves SJBPH involvement. Gwen Lachelt moved to approve the supplemental funding opportunity for pediatric specialty care, Terryl Peterson seconded, motion passed.

- c. Assessment of Retail Food Establishment (RFE) Civil Penalties, by Flannery O'Neil: Claire Macpherson reviewed the agenda documentation which provided information regarding RFE license renewal notices and penalties. Claire updated the Board that two of the six establishments noted on the agenda documentation have paid their fees since the Agenda was published for this meeting. The Board discussed reasons for RFE non-compliance, existing policies, license fees, penalty amounts, payment schedules, noticing requirements, and policy adherence. Board member asked if a fee negotiation process is in place for those who come into compliance after fees are assessed. Legal counsel recommended that these situations should be individually brought before the Board. The Board agreed that compliance is the goal. Terryl Peterson moved to authorize assessment of civil penalties for non-compliance on the establishments that remain unpaid to date, Gwen Lachelt seconded, motion passed. Penalties will be assessed on: Alaskan Reindeer Redhots (Durango), Da Grindz Hawaiian BBQ & Asian Fusion (Pagosa Springs), Gianni's Oven & Grill (Durango), and Lydia's Sweet Treats (Bayfield).

**X. REPORTS**

- a. Executive Director and Staff Reports by Liane Jollon: Liane reviewed the reports for the Board. Board member asked for clarification of the term "Man Therapy". Liane clarified that the term refers to suicide prevention efforts specifically tailored to address male suicide, and expanded the discussion with suicide statistics and prevention efforts. Liane reminded the board that they elected not to enter into an agreement with Animas Mosquito District at this time, and reported that SJBPH has met with the District about keeping lines of communication open to help protect the public from West Nile.
- b. Executive/Management/Personnel Committee Updates by Bob Ledger and Ann Bruzzese: no report.

**XI. EXECUTIVE SESSION:** None.

**XII. OTHER BUSINESS:** None.

**XIII. NEXT REGULAR BOARD MEETING**

**5/31/2018 9:00 AM, Columbine Room, 281 Sawyer Drive, Durango, CO**

**XIV. ADJOURN: 9:57 AM.**

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