

Board of Health Executive Session 8:00 AM
Regular Meeting of the Board of Health 9:00 AM
Commissioner's Room, 398 Lewis Street
Pagosa Springs
7/26/2018

Minutes

Attendance: Bob Ledger, Shere Byrd, Terryl Peterson, Gwen Lachelt, Karin Daniels, Ann Bruzzese (Phone in), Michael Whiting (Phone in), Jeff Robbins, Legal Counsel

Staff Attending: Liane Jollon, Executive Director; Flannery O'Neil, Deputy Director Operations; Sherri Dugdale, Director of Environmental Health; Kalisha Crossland, Care Coordination Program Manager; Tiffany Switzer, Director of Prevention Services; Jenny Pritchard, Women Infants and Children (WIC) Program Manager; JR Starns, Finance Manager; Karen Evans, Nurse Navigators Case Coordinator; Sylven Watson, Executive Assistant; Kathryn Ross, Executive Assistant Temp

- I. Special meeting called to order by Bob Ledger, chair at 8:16 am
- II. **EXECUTIVE SESSION.** The Board entered into Executive Session at 8:19 am in accordance with C.R.S Section 24-6-402(4)(b) for the purpose of receiving legal advice from counsel on On-site Wastewater Treatment System (OWTS) regulatory authority and enforcement procedures after a motion by Shere Byrd, seconded by Karen Daniels and unanimous approval by the Board. Executive session ended at 8:55 AM.
- III. **CALL TO ORDER FOR REGULAR MEETING:** 9:05 am
- IV. **APPROVAL OF AGENDA & CONTENT:** Gwen Lachelt moved to approve, Terryl Peterson seconded, agenda was approved unanimously.
- V. **PUBLIC HEARING:** none
- VI. **IDENTIFICATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST:** none
- VII. **PUBLIC COMMENT:** none
- VIII. **STAFF PRESENTATION**
 - a. Women, Infants and Children (WIC) by Jenny Pritchard. Jenny reviewed the WIC program for the Board. Board member commented on eligibility in the program for non- US citizens. Board commended Jenny Pritchard on an excellent presentation.
- IX. **CONSENT ITEMS:** Shere Byrd moved to approve items as a block. Karin Daniels seconded. Discussion proceeded prior to vote as noted below:
 - a. Approval of Minutes from June 2018: No discussion.
 - b. Rocky Mountain Health Plans, Care Coordination Community Integration Agreement renewal: Shere Byrd asked what agency it is that is making the contribution. Liane clarified the agency is San Juan Basin Public Health (SJBPH).
 - c. Cancer Prevention and Early Detection: No discussion.
 - d. Baby and Me Tobacco Free: Shere Byrd asked for clarification of the acronym "CO". Liane defined "CO" as carbon monoxide.
 - e. Title X Funding: Karin Daniels asked why this is only two months in length. Liane clarified that it is an extension to the existing contract, not a new contract, while the state is awaiting an award from the Federal Government.
 - f. WISEWOMAN No-Cost Extension: Shere Byrd asked if "no-cost extension" meant the program is not

continuing. Liane explained state has extended our time frame for using the funds.

- g. Tuberculosis (TB) Program: No discussion.
 - h. Colorado Local Public Health Agencies (LPHAs) for Infection Prevention (CLIP) Program: Shere Byrd asked what “361” designates. Liane clarified this is an SJBPH internal financing code. Shere asked what the other \$7,000 covers. Tiffany explained these funds are for training and building relationships with hospital partners.
 - i. VISTA (Volunteers In Service To America) member - Colorado Community Opioid Response Program: Shere Byrd questioned why this involved Central Colorado Area Health Education Center (AHEC) instead of the regional Southwest AHEC. Flannery explained Central Colorado AHEC was looking for other community partners to work with for the VISTA program.
 - j. Colorado Gun Shop Project: Shere Byrd asked how the funding is spent. Liane explained that it goes towards relationship building with gun shops in the community for prevention of gun violence.
- Consent items were approved unanimously.

X. ITEMS TO BE CONSIDERED FOR DECISION

- a. Financial Reports by Finance Committee: Terry Peterson reviewed the reports for the Board. Gwen Lachelt asked for clarification of the highlighted items. Terry explained they were highlighting variances of over \$50,000 or 25% of the budget. Shere Byrd moved to accept the financial reports. Karin Daniels seconded, the motion was passed unanimously.
- b. SafeCare: Tiffany Switzer reviewed SafeCare for the Board. Karin Daniels questioned how individuals participate in the program. Tiffany clarified families must have at least one child under the age of five in the home. Karen moved to approve, Gwen seconded, approved unanimously.
- c. SJBPH Fiscal Agent for Local First Grant: Liane reviewed the grant for the Board. Ann Bruzzese questioned Local First tax designation and asked if SJBPH received an opinion letter indicating Local First does not qualify as a 501 “C” “6”. Liane replied that she had not. Liane offered to follow up with Locals First and Rocky Mountain Health Foundation (RMHF) and report back to the Board. Gwen Lachelt asked if SJBPH is a “pass through”. Liane replied SJBPH would serve as an initial fiscal agent with the expectation that Locals First and Durango Network would create an eligible entity if needed in the future. Karin Daniels asked if this project is specific to La Plata County. Liane answered yes because it involves Local First and Durango network. Ann moved to approve subject to staff affirming that Locals First cannot qualify for RMHF funding on its own. Shere Byrd seconded. Motion passed with five votes in favor and one opposed.
- d. Family Planning sliding fee scale: Tiffany reviewed the fees for the Board. Shere Byrd asked how much have the fees changed. Tiffany stated some have decreased. Shere suggested the addition of a column showing the changes. Terry moved to approve, Karin seconded, motion passed unanimously.
- e. Addition to Immunization Fee Schedule Decision, November 2017: Liane explained the reasoning for the adjustment to the Board. Legal counsel suggested adding “updated by staff as prices increase or decrease” to proposed language. Karin Daniels moved to approve, Terry seconded, motion passed unanimously.

XI. REPORTS

- a. Executive Director and Staff Reports by Liane Jollon: Liane reviewed the reports for the Board.
- b. Executive/Management/Personnel Committee Updates by Bob Ledger and Ann Bruzzese: Ann reported she met with the SJBPH Executive Director and plans to address concerns in the second executive session to this meeting.

- XII. EXECUTIVE SESSION.** Executive Session as requested by the Board to discuss personnel matters pursuant to C.R.S. Section 24-6-402(4)(f)(1), concerning Executive Director Liane Jollon. Shere Byrd moved to enter into Executive Session, Gwen Lachelt seconded, the Board discussed adding Executive Session language stating “To discuss personnel matters pursuant to C.R.S. Section 24-6-402(4)(f)(1), concerning Executive Director Liane Jollon”. Terry Peterson moved to enter into Executive Session with directive language added as quoted, Shere Byrd seconded, motion passed unanimously. The Board entered into Executive Session as requested at 9:59 am

to discuss personnel matters pursuant to C.R.S. Section 24-6-402(4)(f)(1), concerning Executive Director Liane Jollon. Executive session ended at 10:47 am.

- XIII. **OTHER BUSINESS:** The Board made the decision to cancel the August SJBPH Board of Health meeting due to scheduling conflicts. Having made the decision to cancel the August BOH meeting, the Board directed the Finance Committee to review the first draft of the 2019 Budget at its August finance committee meeting. Having no other business, meeting was adjourned.
- XIV. **NEXT REGULAR BOARD MEETING**
9/27/2018 9:00 a.m., Columbine Room, 281 Sawyer Drive, Durango, CO
- XV. **ADJOURN:** 10:47 am

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