

Regular Meeting of the Board of Health
Columbine Conference Room
Durango, CO
9/20/2018; 9:00 A.M.

MINUTES

Attendance: Shere Byrd, Karin Daniels, Ann Bruzzese, Michael Whiting (Phone in), Michael Goldman

Staff Attending: Liane Jollon, Executive Director; Lesley Marie, Deputy Director of Administrative Services; Flannery O’Neil, Deputy Director of Operations; Kathryn Ross, Clerk to the Board/Executive Assistant; Laura Warner, Director of Health Promotion Services; Kristin Pulatie, Director of Assessment & Planning; Sherri Dugdale, Director of Environmental Health; Claire Ninde, Director of Communications; Jason Armstrong, Thriving Youth Program Manager

- I. **CALL TO ORDER:** Regular meeting called to order by Ann Bruzzese at 9:09 AM.
- II. **APPROVAL OF AGENDA & CONTENT:** Shere Byrd motioned to approve, Karin seconded, the Board approved unanimously.
- III. **PUBLIC HEARING:** None.
- IV. **IDENTIFICATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST:** None.
- V. **OPEN REGULAR MEETING:** Liane introduced the new Clerk to the Board and San Juan Basin Public Health (SJBPH) Executive Assistant, Kathryn Ross. Ann Bruzzese read two thank you letters sent to SJBPH. The first letter was from the Multimodal Coordinator with the City of Durango on SJBPH’s participation in “Clean Commute Week”. The second letter was from the Assistant County Manager of La Plata County on SJBPH’s work during the 416 Fire.
- VI. **PUBLIC COMMENT:** None
- VII. **STAFF PRESENTATION**
 - a. The State Innovation Model (SIM) program was presented by Jason Armstrong, Thriving Youth Program Manager. Jason reviewed the SIM program and Collective Impact (CI). A Board member asked about shifting ownership of work in the CI model. Jason replied that the goal is to have work-groups learn the skills and build the foundation to continue the long-term work in the community. The Board and SJBPH staff had a more in-depth conversation on the Thriving Youth Program. The Board and SJBPH staff engaged in a discussion on data collection and measurement for this project. The Board had a discussion around causative factors for suicide and resources available in the community. Regarding future resources for this issue, SJBPH staff cited it will be discussed in the Community Health Assessment (CHA) presentation.
- VIII. **CONSENT ITEMS:** Shere Byrd moved to approve consent items with the following amendments to the July 2018 Board of Health (BOH) Meeting Minutes: 8 AM meeting type corrected and end time added for the Executive Session. Karin seconded, Board approved unanimously.
 - a. Approval of Amended Minutes from July 2018
 - b. Connect for Health Colorado
 - c. Regional Oral Health
 - d. Silver Thread Public Health District
- IX. **ITEMS TO BE CONSIDERED FOR DECISION**
 - a. July and August Financial Reports by Finance Committee (FC): Shere Byrd reviewed FC’s previous meetings with SJBPH Staff. Shere reported the monthly financial trends are on track.

Board member asked for clarification on the Healthcare Coalition mini grants. SJBPH staff explained that the origin of the funds is federal. The CDPHE Office of Emergency Preparedness and Response (EPR) applied for Emergency Preparedness (EP) in the hospital and healthcare fields and asked SJBPH to disperse funds locally.

Shere, updated the BOH on the FC's work on the 2019 Budget so far and on the 2018 Supplemental Budget which will be presented to BOH with the final 2019 Budget. Shere stated that the current 2019 Draft Budget reflects a shortfall. She indicated that a large portion of shortfall is related to maintaining compensation increases based on recent wage scale comparison and health insurance increases. Shere reminded the BOH that SJBPH set aside a fund balance for these purposes. Shere added that the FC has explored options in detail with SJBPH staff and believe recent trends indicate SJBPH revenues increase each year from initial budget to supplemental budget.

Board member thanked FC for the Finance Report and indicated that she had further questions to ask during the Budget agenda item. Karin Daniels moved to accept July and August finance statements and report, Shere Byrd seconded, Board approved unanimously.

- b. Maternal Child Health (MCH) Contract Renewal: Laura Warner reviewed MCH program and contract. No questions or discussion from the Board. Shere Byrd moved to approve, Karin Daniels seconded, Board approved unanimously.

X. REPORTS

- a. 2019 Budget Draft: Liane Jollon reminded the Board that this meeting is the first time the Board is seeing the budget. The FC has seen the budget once in August and once in September prior to this BOH meeting. The Board, which normally first reviews the budget in August, ceded that to the FC when the August BOH meeting was cancelled.

The Board reviewed the current Draft Budget PowerPoint (PPT) slide presentation. Liane said that as a reminder, when finalized, this presentation will be public and be presented to the respective Board of County Commissioners (BOCCs). Board members asked for clarifications on the following items:

- Board member asked for change of wording to “flat per population” when discussing flat contributions of different counties due to differences in population growth. SJBPH staff agreed to make that more clear at the Board of County Commissioners (BOCC) meeting.
- Board member asked when new SJBPH Public Health Improvement Plan (PHIP) goals will be available. SJBPH responded they will discuss those goals in the Community Health Assessment (CHA) presentation today and have them available at the next BOH meeting.
- During review of Core Service, Communicable Disease and Emergency Preparedness, Board member asked about changes in State and Federal revenue. Liane Jollon responded that the new Equity in Emergency Preparedness (EEP) program has produced some changes in State revenue. Liane continued, stating that changes to the allocation formula, with more being based on the size of the jurisdiction have potentially changed Federal revenue. SJBPH staff agreed to further investigate the changes in revenue and return to the Board with a more clear explanation.
- During the review of Core Service, Prevention and Population Health, Board member asked about the new early childhood intervention program that SJBPH has added. Liane described the new program- SafeCare, and covered staffing, referrals, and communities that will be served as well as program eligibility requirements.
- Board member asked about a decrease in revenue for Core Service, Prevention and Population Health. Liane explained that continued funding for Thriving Youth (TY) staff for calendar year 2019, a growing deficit in the sexual health clinic, and the addition of the SafeCare program are budgeted to use additional discretionary funding.
- Board asked for clarification on differences between “local government” and “local agencies” when viewing the PowerPoint (PPT) slide “2019 Anticipated Revenues”. Differences are clarified by SJBPH staff.

- Board member asked about graph on PPT slide pertaining to Administration and Governance operating expenses, the graph and what it is displayed is clarified by SJBPH staff, staff agreed to adjust the graph for Administration and Governance for future presentation.
- The Board and SJBPH discussed fund balance monies set aside for increased employee compensation due to recent wage scale comparison and ongoing increases in health insurance costs. The Board asked for future clarification regarding FTE increases, benefit expense increases, and future cost projections.
- A discussion occurred between the Board and SJBPH staff on how revenue is estimated and if some very probable contracts should be included to better reflect the actual budget. Board agreed to make this a decision item for the next BOH meeting.

Board member thanked SJBPH for a thorough draft budget.

- b. Community Health Assessment (CHA): Kristin Pulatie presented a PPT presentation on the results of the CHA surveys. Kristin reviewed how the assessment will inform the Public Health Improvement Plan (PHIP) that the Board will be asked to review and adopt by December 31st, 2018. Board thanked SJBPH staff for their work on this project. Board member Shere Byrd leaves the BOH meeting at 11:08 AM. Board member made some suggestions on word changes in the CHA report. Kristin agreed word changes are needed prior to the presentation to Steering Committee in October.
- c. On-Site Waste Water Treatment (OWTS) DRAFT Communication Plan for Transfer of Title: Sherri Dugdale presented the Communication Plan for Transfer of Title program adding that a full presentation and more in-depth information will be available at the next BOH meeting in October. Board member asked about support from the State. Sherri explained that there is support from the State and from successful partnering with the real estate community. Board member thanked staff for their diligence and patience in working with the Counties on this.
- d. Executive Director and Staff Reports by Liane Jollon: Liane reviewed programs in order to highlight where there are needs in the community and reminded the Board that community needs can change where SJBPH Staff and resources are spent.
Board member confirmed SJBPH's approval of fiscal agent for Local First. Liane Jollon confirmed and clarified that SJBPH's role of fiscal agent will end at the end of the calendar year.
- e. Executive Committee Updates by Bob Ledger and Ann Bruzzese. There were no updates to report.

XI. EXECUTIVE SESSION. If needed, Executive Session as requested by the Board for the purpose of receiving legal advice from counsel on specific legal questions in accordance with C.R.S. Section 24-6-402(4)(b); and for the Board to discuss personnel matters pursuant to C.R.S. Section 24-6-402(4)(f)(1).

XII. OTHER BUSINESS: Ann reminded the Board that the next BOH meeting in October will be in Pagosa Springs, CO. Board member thanked SJBPH for their patience and diligence in working with the Archuleta County community.

XIII. NEXT REGULAR BOARD MEETING

10/25/2018 9:00 a.m., Commissioner's Room, 398 Lewis St., Pagosa Springs, CO

XIV. ADJOURN: 11:20 AM

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