

Regular Meeting of the Board of Health
Commissioner's Room, 398 Lewis Street
Pagosa Springs
10/25/2018 09:00 A.M.

MINUTES

Attendance: Bob Ledger; Ann Bruzzese; Shere Byrd; Terryl Peterson; Michael Whiting; Gwen Lachelt; Jeff Robbins, Legal Counsel

SJBPH Staff Attendance: Liane Jollon, Executive Director; Laura Warner, Interim Deputy Director and Director of Health Promotion Services; Sherri Dugdale, Director of Health Protection; Kristin Pulatie, Director of Assessment and Planning; Tiffany Switzer, Director of Prevention Health Services; Claire Ninde, Director of Communications; Kevin O'Connor, Health Insurance Literacy Program Lead; Julie Goodman, Safe Care Supervisor; Kathryn Ross, Executive Assistant and Clerk to the Board.

- I. **CALL TO ORDER** Regular meeting called to order by Bob Ledger 9:07 AM.
- II. **APPROVAL OF AGENDA & CONTENT** Bob motioned to approve, Ann seconded, the Board approved unanimously.
- III. **PUBLIC HEARING** None.
- IV. **IDENTIFICATION OF POTENTIAL OR PERCEIVED CONFLICTS OF INTEREST** None.
- V. **OPEN REGULAR MEETING** Bob read thank you letter from the Chief Administrative Officer on the Costilla County Board of County Commissioners to Sherri Dugdale, Director of Health Protection, for her support during the Spring Fire.
- VI. **PUBLIC COMMENT** None.
- VII. **STAFF PRESENTATION**
 - a. Connect for Health Colorado was presented by Kevin O'Connor. Jeff Robbins asked about the total number of people currently enrolled. Board member asked about funding for San Juan Basin Public Health (SJBPH) to provide assistance in Montezuma County. Kevin responded that additional hours were funded by Connect for Health Colorado. Board member asked about the number of people without insurance. Kevin responded that statewide the number of uninsured people is about 6% however, the Western Slope area has higher rates of uninsured people than the statewide number. Board member asked about factors determining premium cost. Kevin replied that the factors that determine premium rate are age, whether a person smokes or not, and where a person lives. Board member asked about the lowest cost plan for a single person. Kevin responded that the cost is dependent on that person's eligibility for assistance. Board member asked what a typical plan would cover. Kevin explained that companies are required by the Federal Government to cover people based on the ten categories of care. Board member asked about the cost for a person with no assistance. Kevin responded that the cost is dependent on age. Board thanks Kevin for his presentation.
- VIII. **CONSENT ITEMS**
 - a. Approval of Minutes from September 20th, 2018. Gwen and Bob abstained from approving minutes due to not being present at the previous Board of Health Meeting. Shere Byrd moved to approve the September Board of Health minutes, Terryl Peterson seconded, the Board approved unanimously.
- IX. **ITEMS TO BE CONSIDERED FOR DECISION**
 - a. Quarterly Financial Reports by Finance Committee. Board member stated that the trends are continuing and

that nothing has changed. Bob Ledger moved to accept, Michael Whiting seconded, the Board accepted unanimously.

- b. Revenue Budgeting Practices. Finance Committee updated the Board on their most recent conversation regarding guidelines for when revenue should be added to the budget. Finance Committee stated that SJBPH Deputy Director of Administration Services, Lesley Marie, will provide a draft plan for updated budgeting practices next month. Ann Bruzzese moved to table this decision until the November Board of Health Meeting, Gwen Lachelt seconded, the Board approved unanimously.
- c. CDPHE Prevention Block Grant. Board member asked how many counties are served. Laura Warner replied five counties. Board member asked if the funding is likely to be received. Liane Jollon replied that yes the funding will likely be received. Shere Byrd moved to approve, Michael Whiting seconded, the Board approved unanimously.
- d. November and December Meeting Schedule. The Board decides the November meeting will stay the same and the December meeting will be rescheduled to December 20th with one hour for the Board of Health meeting followed by a Holiday lunch. SJBPH will send calendar invites to the Board for the rescheduled December meeting.

X. REPORTS

- a. Community Health Assessment (CHA)/ Public Health Improvement Plan (PHIP) by Kristin Pulatie. Board asked about statistical validity of results as well as clarification of language in results. Staff reminded the Board that the CHA/PHIP is required by Public Health agencies every five years to assess their community's needs and is due December 2018. The Board engaged in a discussion on the community's responses on current health issues as well as issues that Public Health already addresses that are not on the minds of the community but are statutory obligations or usual public health practices. Board will have opportunity to revisit CHA/PHIP again at November and December meetings. Board member asked for hard copies of the graphics. Staff agreed to bring hard copies of graphics.
- b. Transfer of Title inspection for On-Site Waste Water Treatment Systems (OWTS) by Brian Devine. Board member thanked Sherri Dugdale and Brian Devine on their work in the community recently on the topic of OWTS. Staff reviewed operational implementation of new Transfer of Title (TOT) program and answered Board of Health questions. Staff also reviewed TOT communications plan including a targeted communications plan to interested parties. SJBPH legal counsel also offered additional review and resources to staff for upcoming implementation.
- c. Update on La Plata County Request for Marijuana Inspection Program by Jeff Robbins. Jeff Robbins stated that he seeking direction from the Board regarding pursuing a marijuana inspection agreement with La Plata County (LPC) at LPC's request. Board member asked for clarification on type of inspections SJBPH would perform. Liane Jollon clarified that SJBPH would perform manufacturing and retail inspections but not grow facilities. Board member asked about inspections in Archuleta County. Liane Jollon responded that Archuleta County had not asked for a similar program. Board member asked about impact on SJBPH staff. Staff member responded that the inspections can be done with existing staff. Board member asked about SJBPH collecting fees. Staff suggested that in agreement with LPC's request for this service, SJBPH would like the county to collect fees and reimburse SJBPH. Board member asked about the number of facilities that would need inspection. Staff responds they are unsure of the exact number but believe it is not a large number. Board agreed that legal counsel can proceed with drafting an Intergovernmental Agreement (IGA) to meet LPC's request provided the program is budget neutral.
- d. On-Site Wastewater Treatment Systems by Jeff Robbins. Jeff updated the Board on OWTS permitting and enforcement project with LPC and Archuleta County. Board member remarked that more Environmental Health issues are falling on SJBPH, he asked about the effects on SJBPH resources and workforce. Staff responded that that would be further discussed in the following Budget presentation.
- e. 2019 Proposed Budget and 2018 Supplemental Budget by Liane Jollon. Finance Committee member reviewed summary of changes budget sheet to Board. Liane presented the 2019 Budget PowerPoint (PP).

Board member asked for clarification of following topics: facilities needs regarding crack; wage scale; LARC funding; county allocations. Regarding county allocation, Liane stated that the county allocation has remained flat while SJBPH has grown in other revenues without asking counties for larger commitments.

- f. Executive Director and Staff Reports by Liane Jollon. Board members commented on the caliber of the SJBPH staff.
 - g. Executive/Management/Personnel Committee Updates by Bob Ledger and Ann Bruzzese. Ann reminded Board that the November Agenda will have an Executive Session to discuss the review of the Executive Director.
- 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.** Board member, Michael Whiting, stated that fellow Archuleta County Commissioner, Mr. Maez, would like to discuss the possibility of an alternate Board of Health member scenario. Legal counsel offered to reach out to Archuleta County legal counsel regarding this question.
- XIII. NEXT REGULAR BOARD MEETING**
11/29/2018 9:00 a.m., Columbine Room, 281 Sawyer Drive, Durango, CO
- XIV. ADJOURN 11:25 AM**

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