

**MINUTES
OF THE
BOARD OF HEALTH**

JEFFERSON COUNTY, COLORADO

On March 15, 2016 at 8:00 a.m., President Bonnie McNulty called the meeting to order. Lindsey Gonzales took roll call. The following additional Board members were present: Lane Drager, Greg Deranleau. Amanda Crusier, counsel for Jefferson County Public Health, was also present.

For the record, Board members Maureen Sullivan and Linda Reiner were absent. A quorum was established.

Staff Members Presenting

Dr. Mark Johnson, Executive Director
Jody Erwin, Director of Administrative Services
James Rada, Director of Environmental Health Services
Jessa Woodward, Supervisor, Environmental Health Services
Mindi Ramig, Supervisor, Environmental Health Services
Roy Laws, Engineer, Environmental Health Services
Sophia Yager, Supervisor, Community Health Services
Mary Margaret Fouse-Bishop, Public Health Nurse, Community Health Services

Acceptance of Agenda

Mr. Deranleau made a motion to approve the agenda as presented. Mr. Drager seconded the motion.

Motion passed

Acceptance of the Minutes

Mr. Drager made a motion to approve the minutes from the January Board of Health meeting. Mr. Deranleau seconded the motion.

Motion passed

Employee of the Month Presentation

Mr. Deranleau and Mr. Drager presented the February and March Employee of the Month certificates to Melanie Rogers with Community Health Services and Nancy O'Brien with Health Promotion and Lifestyle Management.

Financial Report

Mr. Erwin presented the January and February financial report to the Board. Mr. Deranleau made a motion to approve the financial report as presented. Mr. Drager seconded the motion.

Motion passed

Contracts and Agreements

Mr. Erwin presented the contracts and agreements to the Board. Mr. Drager made a motion to approve the contracts and agreements as presented. Mr. Deranleau seconded the motion.

Motion passed

Approval of Warrants

Mr. Deranleau made a motion to approve the warrants as submitted. Mr. Drager seconded the motion.

Motion passed

Old Business

Roy Laws, with Environmental Health Services, briefed the Board regarding the Parmalee Gulch ground water modeling study and the recommendations surrounding the Indian Hills area. Study recommendations are to replace existing standard onsite wastewater treatment systems (OWTS) as they need to be repaired with higher level treatment systems, attempt to maintain development density at greater than one unit per two acres, install OWTS that keep human waste out of the system (i.e. composting or incinerating toilets), identify and inspect older onsite wastewater treatment systems, identify and replace less efficient, poorly sited soil treatment areas, and provide incentives to replace older onsite waste water treatment systems with high level treatment systems at the time of sale. Environmental Health will release the report to the Indian Hills Community in the hope of opening up communication and increasing opportunities for collaboration with the community of Indian Hills. Mr. Laws will let the Board know when community meetings have been scheduled.

Jody Erwin, with Administrative Services, discussed with the Board the new contract process. This new process outlines different scenarios that come up when reviewing contracts, such as: when is it appropriate to have legal review, when is it appropriate to have the Executive Director's signature or the Board's signature, etc. After review of the new process, Mr. Deranleau moved to approve the policy changes proposed by staff. Mr. Drager seconded the motion.

Motion Passed – Policy Approved

New Business

Sophia Yager and Mary Margaret Fouse-Bishop, with Community Health Services, shared data and strategies surrounding health and early childhood partnerships with the Board.

Jim Rada, with Environmental Health Services updated the Board regarding the substantial amount of credit card transactions that their division is doing. Currently, all transactions have a 1.75% fee (approved by the Board in 2015); however, there is a still a loss from credit card charges. In 2015 the gap was approximately \$1,200. The Board would like Mr. Rada to keep them updated regarding new rates implemented by the bank that handles the credit card transactions. If there is a large variance, Mr. Rada will come back to the Board to seek an increased rate fee for credit card transactions.

Executive Director Comments

Dr. Johnson brought to the Board a few suggestions with regard to the format of the Board of Health meetings. Dr. Johnson suggested variance case(s) be heard at 8am. After the variance case(s) are concluded the regular business meeting would be conducted. The Board agreed with this suggestion.

Dr. Johnson invited the Board to the Public Health Champions Annual Luncheon that is to be held on March 30th at the Jefferson County Public Health office in Lakewood.

Dr. Johnson reminded the Board that Linda Reiner has resigned from the Board, and effective March 17, 2015, Kimberley Krapek has been appointed to take her place.

Dr. Johnson briefed the Board regarding our open Epidemiologist position, once held by Ana Marin, who has resigned due to relocating to California. Ana had been integral on a number of things JCPH was working on, in particular the local metro public health department collaboration around data gathering. JCPH is reviewing the exact needs for this position for JCPH and for the best way of coordinating this position with the needs of other health departments in the region.

Director Comments

Jim Rada updated the Board regarding Retail Food License renewals. Only \$750.00 was collected in civil penalties this year, which is substantially less than in most previous years. The Retail Food inspection webpage has been visited 170,215 in 2015. In 2014 the webpage was visited approximately 59,000 times. Mr. Rada updated the Board regarding the rabies legislation which passed through the house in mid-February.

Public Comments:

None

Variance Case:

Mr. Deranleau made the motion to approve Case Number 16-103825 OW. Mr. Drager seconded the motion.

Motion passed

There being no further business to come before the Board of Health, the meeting was adjourned at 10:25 a.m.