



**Board of Health Meeting  
August 11, 2015  
Minutes**

The Board of Health was officially called to order at 4:38 p.m. by Kaia Gallagher, Ph.D., Board President, at Tri-County Health Department, Altura Plaza Office, 15400 E. 14<sup>th</sup> Place, 2<sup>nd</sup> Floor, Aurora, CO 80011. Other members comprising a quorum included Carole Adducci; Janice Brainard; Thomas Fawell, M.D.; Marsha Jaroch; Paulette Joswick; and Naomi Steenson. John M. Douglas, Jr., M.D., Executive Director, and several Tri-County Health Department (TCHD) employees were also in attendance.

**Introductions**

Brian Hlavacek, Director of Environmental Health, introduced Ryan Allen, Environmental Health Specialist.

Jill Bonczynski, Director of Nutrition, introduced Heidi Fritz, Community Nutrition Manager, and Matthew Jackson, Healthy Food and Beverage Policy Specialist.

Michele Askenazi, Director of Emergency Preparedness and Response, introduced Michael Perret-Gentil, Emergency Preparedness Planner.

Jeanne North, Director of Nursing, introduced Penny Grande, Associate Director of Nursing, and Santi Das, Informatics Manager.

Stacy Weinberg, Director of Epidemiology, Planning and Communication, introduced Amy Winterfeld, Chronic Disease Prevention Policy Specialist, and Ciandra Jackson, Strategic Communication Manager.

**Current Infectious Disease Events**

Dr. Albanese summarized zoonotic disease numbers including tularemia, plague and hantavirus; announced that we are beginning to see human cases of West Nile virus; stated that bat rabies season is beginning with the emergence of new juvenile bats; and reminded the Board that influenza season would be starting soon. Per Dr. Albanese, slight adjustments have been made to last year's influenza vaccine to make it a better match for the strains that will be circulating during the 2015-2016 season.

**Update on Retail Food Establishment Stakeholder Process**

Tom Butts, Deputy Director, provided an update on the Retail Food Establishment (RFE) stakeholder engagement process, which was mandated to inform the legislature on how a fee change would affect all interested parties. Three stakeholder meetings have been held with one more scheduled. Topics discussed include: 1) major causes of foodborne illness, which include ill foodhandlers and improper food temperatures; 2) standardization of how inspections are performed and recorded by food inspectors statewide; 3) facility licensing categories; and 4) whether schools, which are currently exempt, should be required to pay for their RFE licenses. Industry key issues include making information available to consumers about violation details, violation risks and general information on how the public should interpret inspection results.

Mr. Butts asked the Board members for their thoughts on posting inspection ratings or grades at each facility. Ms. Jeroch stated that nursing homes post ratings and that it is each facility's responsibility to correct problems. Ms. Joswick agreed that consumers need context to understand the risk each violation poses and that misconceptions could hurt a restaurant. Ms. Brainard pointed out that each rating is a snapshot and a grade that is posted for one year may not accurately represent the status of the kitchen six months later. Dr. Gallagher stated that she was more concerned with foodhandlers coming to work while ill because the industry is not required to provide paid sick days.

### **Update on TCHD Space**

Mr. Butts informed the Board that the lease at our Northglenn facility would expire in March 2016 and that we were negotiating a lease at a new facility at 122<sup>nd</sup> and Huron. We are also continuing conversations with the Adams County Commissioners with the hope of acquiring additional county-provided space.

The lease at TCHD's Administrative Office is also under negotiation. The current lease will expire in 2018, which will likely be the peak of the Denver Tech Center market; however, the current owner, who desires to sell the building, is willing to give us, the building's largest tenant, an eight-year extension on our lease. This will keep us below the market rate and also provide concessions to make needed modifications to our space.

### **Report on Annual NALBOH Conference**

Dr. Fawell gave a brief synopsis of the highlights of the National Association of Local Boards of Health (NALBOH) Annual Conference that was held in Louisville, Kentucky on August 6-8, 2015. Of particular note were the keynote speakers, one of whom presented on Healthy People 2020/2030 progress and another who presented on local public health legal interventions. A break out session on vaccination exemptions was also noteworthy.

### **FY 2016 Budget Study Sessions with Boards of County Commissioners**

Dr. Douglas informed the Board that TCHD would present its FY 2016 Proposed Budget to the County Commissioners on the following dates:

#### **Arapahoe County Commissioners**

Tuesday, August 25, 2015 at 1:00 p.m.  
Arapahoe County Administration Building  
5334 S. Prince Street  
Littleton, Colorado

#### **Adams and Douglas County Commissioners**

Monday, August 31, 2015 at 1:00 p.m.  
Tri-County Health Department  
Administrative Office  
Sabin Room (same place as Board of Health meetings)  
6162 S. Willow Dr., Suite 100  
Greenwood Village, Colorado

All Board of Health members were invited to attend the study sessions.

### **Report on Strategic Plan Measurable Objectives Development**

Mr. Butts informed the Board that measurable objectives for TCHD's Strategic Plan were under development and that he would present the first year update of the Strategic Plan at the October 13, 2015 Board meeting.

### **TCHD Strategic Plan Goal 1: Improve and Expand Informatics and Technology Capacity**

Alyson Shupe, Informatics, Epidemiology and Health Planning Manager, provided an update to the Board on TCHD Strategic Plan Goal 1 implementation. The foci of Goal 1 are to: increase informatics staffing and skill sets, work with partners to identify and implement a core set of health indicators, align informatics with emerging technologies, and collaborate with external organizations to share data and resources to improve health outcomes.

TCHD's Information Technology (IT) department has been reorganized, new staff have been hired and our Informatics Workgroup is in the process of completing a self-assessment and developing a work plan. We are collaborating with Centura Health on their Community Health Needs Assessment and will seek partner input on our own Community Health Assessment later this month. We are also vetting vendors for a web-based data dissemination system. Our Nursing Division is in the process of evaluating electronic health records (EHR) systems with four vendors and plans to make a final selection later this month. Finally, we are collecting hospital discharge and emergency department data through our joint syndromic surveillance grant with Denver Public Health, participating in a regional body mass index project to map obesity, and taking part in a collaborative regional pilot project that uses EHR data to monitor public health trends and measure the efficacy of public health interventions.

Dr. Gallagher inquired whether TCHD's role would be that of a data broker and whether we would make data available on demand or make it available to everybody on the Internet. Ms. Shupe stated that we would focus on our priority areas and refer requests for other data to the appropriate source.

### **Approval of the Minutes of the June 9, 2015 Meeting**

The minutes of the June 9, 2015 meeting were presented to the Board for review.

**MOTION: Dr. Fawell moved to approve the minutes of the June 9, 2015 meeting as written and Ms. Joswick seconded. The motion was approved unanimously.**

### **Approval of the Financial Statements Dated May 31, 2015**

Mark Hoskins, Director of Administration and Finance, presented the financial statements dated May 31, 2015 to the Board for review. He noted that TCHD has spent 39.52% of its budget with 41.67% of the year completed.

**MOTION: Dr. Fawell moved to accept the financial statements dated May 31, 2015 as presented and Ms. Steenson seconded. The motion was approved unanimously.**

**Appointment of New Board of Health Secretary**

Dr. Gallagher appointed Ms. Joswick to the position of Board Secretary to fill the vacancy which resulted from Don Parrot's resignation from the Board.

**Public Hearing: Proposed Environmental Health Fee Changes**

Dr. Gallagher opened the public hearing at 6:10 p.m. It was noted that the public hearing was duly advertised in the Legal Notices section of *The Denver Post* on Sunday, July 12, 2015. Brian Hlavacek, Acting Director of Environmental Health, explained that, pursuant to C.R.S. 25-1-508(5)(j) and C.R.S. 25-10-107(1), the TCHD Board of Health may assess fees equal to actual and direct costs. A fee calculation formula previously adopted by the Board of Health was used in 2015 to perform an annual review of program fees. Mr. Hlavacek presented the proposed fees to the Board and summarized the major changes. If adopted, the new fees would become effective September 1, 2015.

Dr. Gallagher noted that the fee schedule contained 17 categories for RFE licenses. Mr. Butts explained that while 91% of facilities fall into one of six categories, RFE license fees and categories are set in state statute. Any change would have to be made by the legislature and would be based on a recommendation from the RFE stakeholder group.

Dr. Gallagher verified that no one from the public was present to speak on this issue and closed the public hearing at 6:20 p.m.

**MOTION: Ms. Brainard moved to adopt the proposed Environmental Health fees and Dr. Fawell seconded. The motion was approved unanimously.**

**Study Session: FY 2016 Proposed Budget**

Dr. Douglas presented TCHD's draft fiscal year (FY) 2016 proposed budget to the Board. He explained that overall, TCHD's proposed FY 2016 budget of \$37,359,923 reflects an increase of \$1,546,101 (4.3%) compared to our FY 2015 budget. From our counties, we are requesting a population-based increase of \$236,054 (2.6%) and a per capita increase of \$0.20 (3.3%) from \$6.38 to \$6.58 or \$287,747 for a total increase of \$523,801 (5.9%). The additional county funding would support a 3% salary merit pool increase for general fund-supported employees (\$165,000), computer network upgrades and human resources management software (\$108,801), and 3.5 new full-time equivalents (FTEs) to support Strategic Plan goals (\$250,000). We also plan to utilize \$1.25 million of our fund balance in FY 2016 to cover one-time costs associated with acquiring an electronic health records system for our nursing clinics (\$500,000) and tenant improvements for anticipated newly leased space in Adams County (\$750,000).

Ms. Brainard noted that the Colorado Department of Public Health and Environment (CDPHE) received approximately \$1.8 million for EHRs and asked how much of that funding would go to TCHD. Ms. Das explained that a portion of that amount would be passed on to LHAs, focusing on smaller LHAs without EHRs first.

Ms. Steenson suggested Dr. Douglas frame our FY 2016 funding request in terms of capacity and how much more we could accomplish. Dr. Fawell suggested Dr. Douglas place the maps depicting foodborne illness case locations and retail food inspections on separate slides.

### **Executive Director's Report**

#### **TCHD WIC Program Receives USDA Loving Support Award of Excellence**

Heidi Williams, Breastfeeding Coordinator, successfully applied for and received the USDA Loving Support Award of Excellence to recognize the TCHD WIC program's breastfeeding promotion and support activities. Breastfeeding activities evaluated in the application included our peer counselor program, community partnerships, annual assessments, clinic environment, policies and procedures, and staff training.

#### **TCHD Staff Present at National Conferences**

Christine Demont-Heinrich, Population Health Epidemiologist, and Jill Bonczynski, Director of Nutrition, presented, "Marijuana Use Among WIC Clients: A Survey Following Legalization of Recreational Marijuana in Colorado," at the National Association of County and City Health Officials (NACCHO) Annual Conference in Kansas City, MO in July. Additionally, Ms. Demont-Heinrich presented this information at the Council of State and Territorial Epidemiologists (CSTE) Annual Conference in Boston, MA in June.

TCHD staff also presented at the National WIC Association meeting in May. Sue Howk, Dietitian, presented, "Expand Your Reach Through the Power of Social Media," and Jill Bonczynski presented, "Legalization of Recreational Marijuana: Use and Educational Needs of WIC Clients" and "Scheduling Preferences of WIC Families who Work, Go to School or Stay at Home."

#### **TCHD Health Insurance Renewal Rates**

TCHD successfully renewed its contracts with CIGNA Healthcare Plan, Delta Dental of Colorado, and Vision Service Plan (VSP) with no premium increases or benefits changes. TCHD has also enlisted the services of a new benefits brokerage firm, Hays Companies.

#### **CCTSI Partnership with WIC and University Colorado at Denver**

The State WIC Program, in conjunction with TCHD and the University of Colorado, was recently awarded a small Colorado Clinical and Translational Science Institute (CCTSI) research grant (\$5000) to address the known disparities in obesity prevalence and poor cardiovascular outcomes in low-income mothers and children served by WIC. We will focus specifically on breaking the intergenerational transmission of obesity in low-income mothers and their children by developing a proposal for an evidence-based pilot intervention that can be integrated into the current WIC service model to improve maternal pre-pregnancy health (prior to subsequent pregnancy) and/or maternal infant feeding practices. This partnership is built upon previous work by UCD-Nutrition researchers and WIC's outreach and focus, at both the state and local level, on childhood obesity prevention.

#### **CCTSI Grant Partnership to Improve Child and Adolescent Mental Health**

On July 1, 2015, TCHD and the University of Colorado School of Public Health were each awarded \$5,000 by CCTSI to improve child and adolescent mental health by promoting the interrelatedness of mental health and physical health. A subsequent partnership was forged with the Bennett, Byers and Strasburg School Districts and the Aurora Mental Health Center and, based on needs identified by school district superintendents and staff, the Aurora Mental Health Center has agreed to place a school-based therapist in these districts.

### **BUILD Health Challenge Grant**

A proposal entitled, “Increasing Access to Behavioral Health Screening and Support in Aurora,” led by Together Colorado, Children’s Hospital Colorado, and TCHD, was awarded a \$75,000 planning grant. The focus will be to engage community partners in a collaborative process to more effectively address barriers to behavioral health screening and support in the first 1000 days of a child’s life.

### **PCORI Award**

Children’s Hospital Colorado received a Patient-Centered Outcome Research Institute (PCORI) Tier 1 award in conjunction with TCHD as the local public health department partner. This planning award will focus on Hispanic families with children birth to age five and will begin with community engagement then move toward designing culturally-appropriate interventions that can be tested for effectiveness in the primary care setting.

### **Community Health Needs Assessment Process with Non-Profit Hospitals**

Regional local public health agencies (LPHAs) including TCHD, Boulder, Broomfield, Denver, and Jefferson are working collaboratively with Centura to complete community health needs assessments (CHNAs) with seven Centura hospitals in the Denver metro area. This effort began at the end of 2014 with TCHD guiding a team of public health technical experts serving as representatives on Centura hospital-based committees. With substantial input from the LPHAs, each Centura hospital is progressing through stages of data assessment, prioritization of health focus areas, qualitative community feedback, and eventually the vetting, prioritization and selection of evidence-based strategies to improve health. Centura’s goal is to have the CHNA completed in late 2015-early 2016, with implementation to begin in July 2016.

### **The Colorado Regional Public Health Data Sharing Initiative**

The Colorado Health Institute, in collaboration with five LPHAs, has submitted an application to the Colorado Health Foundation for a metro-wide data-sharing initiative to monitor four key health issues – cardiovascular disease risk, diabetes mellitus, mental health and obesity. This grant will expand the number of partners contributing data to CHORDS via electronic medical records systems and identify a publicly-facing data platform that will enable communities to access data more readily. The project would enable TCHD to more clearly portray data on these four key health issues for our communities including indicators of socio-economic health and environmental factors. If funded, TCHD will receive approximately \$10,000 each year for three years.

### **Preventive Medicine Resident at TCHD**

Christopher Czaja, MD, MPH is a Preventive Medicine Resident from the University of Colorado who will be rotating at TCHD from July 1 through December 31. An infectious diseases physician who was on the staff of National Jewish Health Hospital from 2007-2014, he entered the Preventive Medicine Residency and DrPH program at the Colorado School of Public Health in July 2014 with the goal of developing a career in public health and epidemiology. While at TCHD, Dr. Czaja will be involved with two projects: 1) assessing the most important health needs of immigrants and refugees living in TCHD’s jurisdiction and potential responses to those needs, and 2) evaluating data on the effectiveness of retail food safety interventions in preventing foodborne illness.

### **Household Chemical Roundup Event Summary**

TCHD’s Household Chemical Roundup (HCR) program provides an outlet for wastes that might otherwise end up in our creeks, storm water systems, sanitary sewers and septic systems, or be

disposed of illegally on public or private property. So far this year, Household Chemical Roundup and Electronics Recycling Drop-off Events were held on May 2, 2015 at Water World in Federal Heights and at the Parker Joint Services Center, on May 9, 2015. Roundups are financially supported by donations from event participants in conjunction with funding from the county, local cities, towns and water and sanitation districts. Collected materials are recycled whenever possible and carefully managed in all cases.

TCHD is currently working with both Adams and Douglas Counties to propose a permanent household hazardous waste (HHW) facility in each county. The HCR program has also reached out to Arapahoe County to discuss the potential of a county-sponsored HHW program for their residents.

Finally, on July 1, 2015, the Paint Stewardship Act (SB 14-029) and the Colorado Architectural Paint Stewardship Program became effective. PaintCare, a non-profit organization formed by paint manufacturers, established a program for businesses and residents to drop off un-wanted paint and paint products throughout the year at participating retail locations. For participating locations and more information please visit [www.paintcare.org](http://www.paintcare.org).

#### **TCHD and Urban Land Institute Collaborate to Promote Healthy Eating and Active Living**

TCHD's Land Use and Built Environment program recently collaborated with the Urban Land Institute (ULI) to study best practices for addressing health promotion in under-performing corridors. Federal Boulevard between 48<sup>th</sup> Avenue and 72<sup>nd</sup> Avenue (primarily in Adams County) was one of four roadways chosen by ULI following a national search. The project builds on TCHD's Health Impact Assessment (HIA) conducted in 2014 on the Adams County Federal Boulevard Framework Plan and will help communities consider new approaches to revitalizing commercial corridors to support active living and improve residents' quality of life.

#### **Fall 2015 Point of Dispensing (POD) Exercise**

In an effort to test medical countermeasure planning improvements following the H1N1 mass vaccination campaign in 2009 and the mass dispensing exercise in 2013, TCHD will conduct a full-scale mass vaccination exercise on October 15, 2015 in the City of Aurora. We will partner with the Aurora Public School District and key community partners, as designated in the Mass Prophylaxis Annex of the TCHD Public Health Emergency Operations Plan, to dispense influenza vaccine to the public at one pre-determined location.

#### **Electronic Health Records**

TCHD's EHR system, which was purchased in 2004, is not able to meet the growing need for sophisticated health information data entry and collection. A new, robust system will provide streamlined patient data entry and analysis, as well as enhanced practice management allowing for efficient revenue collection and patient insurance billing. We are currently reviewing four EHR systems and plan to make a final selection later this month. We anticipate having a fully functional new EHR system in place by the summer of 2016.

#### **Other Items**

##### **TCHD All-Staff Meeting**

Mr. Butts announced that TCHD's Annual All-Staff Meeting was scheduled for October 28<sup>th</sup> from 8:00 a.m. to 12:00 p.m. at the Summit Conference and Event Center, 411 Sable Blvd., Aurora, CO 80011. All Board members are encouraged to attend.

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**Nursing Division 2014 Annual Report**

Jeanne North, Director of Nursing, distributed the Nursing Division 2014 Annual Report to the Board.

**Set Agenda for the October 13, 2015 Meeting**

The October 13, 2015 agenda will include: 1) a public hearing on TCHD's Supplemental Budget Appropriation, and 2) the first year update of TCHD's Strategic Plan.

**Board Member Remarks**

None.

**Closing Remarks**

None.

**Adjournment**

**MOTION: Dr. Fawell moved to adjourn the meeting at 7:15 p.m. Ms. Brainard seconded and the motion was approved unanimously.**

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Kaia Gallagher, PhD, President

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Paulette Joswick, Secretary