

**MINUTES
OF THE
BOARD OF HEALTH**

JEFFERSON COUNTY, COLORADO

On January 19, 2010 at 8:05 a.m., Vice President John Jehn called the meeting to order. Ms. Karen Gardella took roll call. Present were Ms. Maureen Sullivan, Ms. Beverley Dahan and Mr. John Jehn. Ms. Amanda Crusier, Counsel, was also present. A quorum was established.

Acceptance of Agenda

Ms. Beverley Dahan made the motion to approve the agenda. Ms. Maureen Sullivan seconded the motion. **Motion passed.**

Acceptance of Previous Minutes

Ms. Maureen Sullivan made the motion to approve the minutes of the December 21, 2009 meeting. Ms. Beverley Dahan seconded the motion. **Motion passed.**

Employee of the Month Presentation

Mr. John Jehn presented the January Employee of the Month certificate to Ms. Linda Jones with the Environmental Health Division.

Financial Report

Ms. Maureen Sullivan made the motion to approve the 2009 financial report as presented by Ms. Beth Lipscomb. Ms. Beverley Dahan seconded the motion. **Motion passed.**

Contracts and Agreements

Ms. Beverley Dahan made the motion to approve the contracts and agreements as presented by Ms. Lipscomb, Ms. Maureen Sullivan seconded the motion. **Motion passed.**

Resolution BOH 10-1

Ms. Beth Lipscomb submitted Resolution No. BOH 10-1: Authorization for JCPH to submit a request for a supplementary budget and appropriation in the amount of \$73,061.12.

“Jefferson County Public Health received new funding to participate in the Metro Area Food Safety ARRA Project, the Vaccination and Orientation of Allied Health Students ARRA Project, and the Tdap Cocooning ARRA Project Expansion. This supplemental appropriation covers the period January 1, 2010 through October 31, 2010.”

Ms. Beverley Dahan made the motion to approve Resolution BOH 10-1. Ms. Maureen Sullivan seconded the motion. A roll call vote was taken. Resolution BOH 10-1 was approved by a unanimous vote of 3 to 0.

Resolution BOH 10-2

Ms. Beth Lipscomb submitted Resolution No. BOH 10-2: Authorization for JCPH to submit a request for a supplementary budget and appropriation in the amount of \$127,836.00 and an increase in regular FTE of 2.0.

Jefferson County Board of Health approved submitting to the Jefferson County Board of County Commissioners a request for a supplementary Budget and Appropriation in the amount of \$127,836.00 and an increase in Regular FTE of 2.0. One FTE will be an Administrative Coordinator I and 1 FTE will be a Senior Information Technology Analyst. Both positions will be in the Administrative Services Division.

Ms. Maureen Sullivan made the motion to approve Resolution BOH 10-2. Ms. Beverley Dahan seconded the motion. A roll call vote was taken. Resolution BOH 10-2 was approved by a unanimous vote of 3 to 0.

Approval of Warrants

Ms. Maureen Sullivan made the motion to approve the warrants as submitted. Ms. Beverley Dahan seconded the motion. **Motion passed.**

Old Business

Mr. Craig Sanders updated the Board of Health on the 9064 Highway 285 situation. The owner, Mr. Spencer House, has not fulfilled the obligations he agreed to at the October 20, 2009 meeting. The septic system continues to fail.

A report was received from Church & Associates, LLC stating what corrective actions need to be taken to resolve the issue. The basic conclusion was that the leaching field has failed and needs to be replaced with an advanced treatment system.

A field inspection was performed by Mr. Victor Fenhaus with Jefferson County Environmental Health on January 15, 2010 and found sewage and water pooling around the vent pipe. Mr. House has not supplied Jefferson County Public Health (JCPH) with pumping receipts as the Board directed in October.

The Board made the ruling to send Mr. House a letter stipulating that if the requirements set forth at the October 20, 2010 meeting are not met within a 48 hour time period, injunctive relief will be initiated by counsel. This could ultimately lead to the closure of the businesses that share the failing system.

New Business

Mr. John Jehn read and presented the Proclamation for National Radon Action Month to Dr. Jim Dale, Director, Environmental Health Services Division.

Mr. Craig Sanders addressed the Board of Health stating that the Environmental Health Services Division of JCPH will continue to review the "Individual Sewage Disposal Systems Regulations" and bring any issues to the Board that may need to be discussed. The regulations are also posted on our web site.

Executive Director's Comments

The H1N1 vaccination campaigns were successful and Dr. Johnson thanked the staff who helped with the mass clinics, including the Emergency Response team. The Visiting Nurses Association, West Metro Fire, community police departments as well as R-1 School District, all created an excellent multi-organizational response. Overall, Jefferson County and its providers have given over 140,000 H1N1 immunizations. Some of the extra supplies from these clinics will go to Project C.U.R.E. and be distributed in Haiti. JCPH has received permission to use some of the H1N1 funding for the Community Health Assessment, mandated by a new Senate Bill. This will enable us to adopt even more efficient mass vaccination programs.

Dr. Johnson announced that Ms. Tracey Borey is the new accountant for JCPH. Jefferson County has a new County Administrator, Mr. Ralph Schell. Mr. Schell has worked for the county for numerous years and replaced Mr. Jim Moore. Dr. Johnson and Mr. Schell have met and will continue to meet monthly for brief updates of our department.

The collaboration between JCPH and Gilpin County continues. Dr. Johnson voiced his appreciation to Ms. Norma Tubman, Mr. Dave Hooker, Mr. Craig Sanders and Dr. Jim Dale for all of their support and expertise given to the Gilpin County staff. This has taken more time and travel than initially expected. Ms. Tubman is spending a large part of her time supervising the new coordinator, Ms. Ann Marie Bailey and working with the Gilpin County Commissioners. There is a meeting scheduled January 27th to finalize some policies, procedures and regulations and to discuss any pending issues.

We continue to wait on the status of the ARRA grants that JCPH applied for. Ms. Elise Lubell and Dr. Johnson met with Mr. Preston Gibson and Mr. Mike McGinnis with the Jefferson Economic Council, to discuss the possibility of working together on future projects that will be beneficial to all citizens.

We also continue to wait for any information on Health Care Reform and how that might impact our services.

Staff Comments

Ms. Norma Tubman reminded the Board that every two years JCPH must request a public meeting for the approval to continue anonymous HIV testing. This will be presented at the February 16, 2010 meeting and was posted for the public on the Internet 30 days in advance of that meeting.

Vice President's Comments

None

Public Comment

Mr. Jeff Scott asked the Board to refund the renewal fee of \$250.00 for his onsite wastewater permit. Mr. Craig Sanders informed the Board that the permit will expire November 2010.

Ms. Beverley Dahan made the motion to waive (refund) the renewal fee of \$250.00. Ms. Maureen Sullivan seconded the motion. **Motion passed.**

There being no further business to come before the Board, this meeting was adjourned at 9:29 a.m.