

**MINUTES
OF THE
BOARD OF HEALTH**

JEFFERSON COUNTY, COLORADO

On January 20, 2009 at 8:00 a.m., President Cathy Corcoran called the meeting to order. Ms. Karen Gardella took roll call. Present were Ms. Maureen Sullivan, Ms. Bonnie McNulty, and Ms. Cathy Corcoran. Ms. Amanda Cruser, Counsel, was also present. A quorum was established.

Acceptance of Agenda

Ms. Bonnie McNulty 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 16, 2008 meeting. Ms. Bonnie McNulty seconded the motion. **Motion passed.**

Employee of the Month Presentation

Ms. Cathy Corcoran presented the January Employee of the Month certificate to Ms. Olivia Martinez with the Community Health Services Division.

Election of Officers

On nominations duly made and seconded, the following were elected to the positions shown:

- Ms. Cathy Corcoran – President
- Mr. John A. Jehn – Vice-President
- Ms. Bonnie McNulty – Secretary

Financial Report

Ms. Bonnie McNulty made the motion to approve the financial report for 2008 as presented by Ms. Beth Lipscomb. Ms. Maureen Sullivan seconded the motion. **Motion passed.**

Contracts and Agreements

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

Approval of Warrants

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

Old Business

Ms. Bonnie McNulty asked about the progress of collecting Retail Food Establishment License fees for 2009. Mr. Dave Hooker stated that approximately 350 establishments out of 2000 are currently outstanding. The deadline is February 1, 2009. If the renewals are not received at that time, a civil penalty letter will be sent.

Dr. Johnson mentioned the Advocacy Committee of the strategic planning process has suggested a name change for Jefferson County Department of Health and Environment (JCDHE). A survey was conducted among JCDHE staff and the preferred name was “Jefferson County Public Health.” Dr. Johnson said that the Board of County Commissioners will be asked for their input. Ms. Tubman added that a questionnaire will be distributed to all Jefferson County employees as a pilot project. The questionnaire will be used to educate employees on the various aspects of the services JCDHE offers. Mr. Jim Moore, County Administrator has approved the distribution and Dr. Johnson has approved the questionnaire.

Ms. Beth Lipscomb updated the Board of Health on the 50th anniversary of the health department. The Leadership Committee and employees have volunteered to plan and execute activities throughout 2009. The first event will be in

February, celebrating heart health. A logo will be designed by JCDHE employees to commemorate the 50th anniversary. Ms. Lipscomb invited the Board members to attend the events throughout the year.

New Business

None

Executive Director's Comments

Dr. Mark Johnson noted recent changes in Jefferson County. Commissioner Faye Griffin and Mr. Tim Kauffman, Treasurer were sworn in on January 13th.

The Colorado Mosquito Control lawsuit is continuing with our request to appeal.

Ms. Norma Tubman was interviewed by a reporter for the "YourHub" section of the Golden-Evergreen-Conifer Denver Post/Rocky Mountain New. The interview was regarding the inability to accept new patients in JCDHE clinics. Ms. Tubman stated that the reporter was interested in the economy as the reason for this action. Ms. Tubman assured him that it is due to the shortage of Nurse Practitioners, nursing staff and non-competitive salaries.

JCDHE has formed a group to study nurse retention. Ms. Maureen Sullivan asked about the percentage of turnover in nursing staff and approximately how many clients are being turned away. Ms. Tubman informed the Board of a 24 percent turnover in the entire Community Health Services Division, including clerical staff. The clinics have been turning away five or six clients per day for three months. Clinics are performing delayed pelvic exams and pregnancy tests. Referrals are being made to other resources such as Tri-County, Boulder Valley Women's Health, Planned Parenthood and Metro Community Provider Network (MCPN). JCDHE clinics are six weeks out in scheduling clients for follow up appointments.

Dr. Johnson spoke of the Virginia Graeme Baker Pool and Spa Safety Act. The Act has been implemented to keep drainage systems safe for the public. The Consumer Protection Division of the Federal Government was to oversee the changes; however, they do not have the manpower to accept this responsibility. JCDHE has received telephone calls relating to compliance. An informational letter will be mailed the week of January 26th to all Jefferson County public pool/spa operators and owners outlining options available for compliance. Jefferson County Environmental Health is required to perform plan reviews if a pool or spa has a single drain or if the operator/owner is planning to modify the main drain system.

Dr. Johnson reported that permits are down for onsite wastewater disposal systems. This definitely affects revenue. Mr. Craig Sanders reinforced the fact of declining permit numbers and said that staff is investigating Jefferson County undocumented properties, 500 at a time, filling in data gaps. Currently, there are approximately 250 properties that require site inspections. Environmental health will also be adding more restaurant, childcare and pool inspections in remote areas of the county.

President's Comments

None

Staff Comments

Mr. Craig Sanders reported that an onsite wastewater disposal permit applicant has requested to petition the Board regarding a current policy. When a permit is issued, it is in effect for one year from approval date. Thirty days before expiration, JCDHE sends a letter informing the applicant that their permit is expiring. If the permit expires, the full permitting fee is \$880.00. If the applicant renews before the permit expires, it is \$250.00 for an additional year. Applicants are given the opportunity to come before the Board of Health to ask the Board to waive the fee, or request to pay the renewal fee instead of the full permit fee. Mr. Sanders introduced Mr. Jim McManus.

Public Comments

Mr. McManus addressed the Board asking them to waive the \$880.00, agreeing to pay \$250.00. This request was due to numerous hardships.

Ms. Maureen Sullivan made the motion to waive the full fee and allow Mr. McManus to only pay the renewal fee. Ms. Bonnie McNulty seconded the motion. **Motion passed.**

Discussion

Mr. Sanders said that in 1978, Jefferson County issued 1100 septic permits with a waiting period of six to eight weeks. That number has dropped to 220 permits a year.

There being no further business to come before the Board, this meeting was adjourned to executive session 9:13 a.m.