

Each case the Board hears will have been posted prior to the hearing with pertinent information. We encourage you to contact the case manager at 303-271-5759 to obtain complete information about any case that concerns you or your neighbors prior to the public hearing. This will help you to prepare factual testimony that supports your position.



**Cathy Corcoran, President**

**Bonnie McNulty, Vice President**

**Beverley Dahan, Secretary**

**Maureen Sullivan, Member**

**Greg Deranleau, Member**



**Board of Health Meetings**

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July 2010

**Jefferson County  
County Board of Health  
1801 19th Street  
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[www.jeffco.us/health](http://www.jeffco.us/health)**

## Welcome!

We, the Jefferson County Board of Health, are appointed by the Board of County Commissioners to make policies and decisions that will help promote health and prevent disease in Jefferson County. We also have statutory governance over the activities of the Jefferson County Department of Health and Environment. We want to encourage public input into our decision-making processes, and hope this brochure is both informational and helpful.

The Board of Health conducts a public hearing on the third Tuesday of each month in Hearing Room 2 of the Jefferson County Courts and Administration Building, located on Jefferson County Parkway in Golden. The meetings convene at 7:30 a.m. and devote the first half-hour to a study session on Department of Health and Environment programs and services. The Board's general business meeting is conducted from 8:00 a.m. 9:00 a.m. The Board's case hearings begin at 9:00 a.m. Citizens are invited to attend any or all of these sessions.

## OPEN PUBLIC COMMENT PERIOD

At the close of the business meeting, the Board will invite comments from the public on issues not related to specific cases. Anyone wishing to make general comments will be allowed **5 minutes** to do so.



## Individual Sewage Disposal Systems Consent Agenda & Cases

After the business meeting, the first item is the consent agenda - cases Environmental Health Services Division staff has recommended for approval and which do not require a variance from the regulations. Cases can be removed from the consent agenda for separate discussion and vote. The remaining cases are voted on as a group.

Following the consent agenda, all other cases will be presented as follows:

1. The Chairperson will announce the case and invite those wishing to testify to be sworn in.
2. The staff will present an overview of the case, analysis, and recommendations. The Board may ask any questions they have of staff.
3. The applicant(s) or their representative(s) will have up to 5 minutes for an opening presentation then will respond to questions from the Board.
4. After the applicant's opening presentation period, anyone wishing to present testimony will have up to 5 minutes to do so. The speaker may be asked to respond to questions from the Board.
5. The order of testimony shall be as follows: first, those in support of the case, then those in opposition, then

anyone wishing to express a concern, but not taking a position either for or against the case. The speakers may be asked to respond to questions from the Board.

6. After all speakers have been heard, public testimony will be closed.
7. The applicant may, at their option, have up to 5 minutes to present any closing remarks and/or respond to questions from the Board.
8. Finally, staff may make any closing remarks or clarifications they deem relevant.



## Please use the following guidelines when testifying:

- Address the Chairperson and Board members at all times. If you have a specific question for the staff or the applicant, ask it of the Board and they will make the proper inquiries.
- Avoid repeating previous testimony. You may state that you agree with a previous speaker.
- Base testimony on your own experience, not hearsay, and be as factual as possible.
- You may support with reports, maps, photos, videos, etc. All visual aids must be left with the Clerk for the permanent case file.
- Proper decorum must be maintained in the Hearing Room. Please give the Board and those testifying the same courtesy that you expect from them.