

MINUTES
OF THE
BOARD OF HEALTH
JEFFERSON COUNTY, COLORADO

On February 21, 2012 at 8:00 a.m., President Bonnie McNulty called the meeting to order. Ms. Lindsey Andrew took roll call. The following Board members were present: Ms. Linda Reiner, Ms. Beverley Dahan, Ms. Maureen Sullivan, and Ms. Bonnie McNulty. Ms. Amanda Crusier, counsel, was also present. A quorum was established.

Acceptance of Agenda

Ms. Dahan made the motion to approve the agenda. Ms. Sullivan seconded the motion.

Motion passed.

Acceptance of the Minutes

Ms. Sullivan made the motion to approve the minutes of the January 24, 2012 meeting.

Ms. Dahan seconded the motion.

Motion passed.

Employee of the Month Presentation

Ms. McNulty presented the February Employee of the Month certificate to Ms. Susan Westhof.

Financial Report

Mr. Jody Erwin presented the December 2011 financial summary **draft** as well as the January 2012 financial summary. The December 2011 financial report will remain a draft until the final billing has been received for 2011. Ms. Reiner made the motion to approve the financial statement as presented. Ms. Dahan seconded the motion.

Motion passed.

Contracts and Agreements

Ms. Norma Tubman, Director of Community Health Services, stated the contract for Women's Wellness Connection is dependent upon receipt of funding from the Susan G. Komen Grant. Ms. Sullivan made the motion to approve the contracts and agreements as presented by Mr. Jody Erwin. Ms. Dahan seconded the motion.

Motion passed.

Resolutions

None

Approval of Warrants

Ms. Sullivan made the motion to approve the warrants as submitted. Ms. Dahan seconded the motion.

Motion passed.

Old Business

Mr. Dave Hooker updated the Board on the progress of the annual Retail Food Establishment (RFE) License renewals for 2012. Mr. Hooker presented numerous waiver letters from individual RFE's for the Board to review.

The Board determined after reading the different scenarios as to why there were untimely payments from the various RFE establishments, not to waive any fees associated with late payment to Jefferson County Public Health at this time. Ms. Dahan made the motion to not waive fees associated with late payment. Ms. Sullivan seconded the motion.

Motion Passed

The Board however, would listen to RFE's where there is hardship.

The license fee checks and civil penalty checks that Mr. Hooker received with the waiver request letters are to be processed.

There are approximately 36 RFE's which did not respond to Mr. Hooker's phone calls regarding payment of 2012 license fees and civil penalty fees. Mr. Hooker and other Environmental Health Specialists will attempt to collect their licensing fee and \$250.00 civil penalty fee. Mr. Hooker is to report these findings at the March BOH meeting.

New Business

Ms. Norma Tubman brought to the Board's attention that in March, at the next Board of Health meeting, she and Dr. Johnson will come before the Board to address whether or not Jefferson County Public Health stays as an HIV anonymous testing site or if this should be changed to a confidential HIV testing site. A public notice will be posted in local newspapers to give the chance for any public comments in opposition or in favor at the next Board of Health meeting in March. Currently, Denver Health is the only other anonymous testing site in the State.

Mr. Craig Sanders submitted a letter regarding the request for a waiver of additional fees for a septic permit due to delays with planning and zoning. Ms. Dahan made the motion to grant the extension without additional fees being added. The Board passed this motion unanimously.

Motion passed

Executive Director's Comments

Ms. Norma Tubman, summarized Executive Director, Dr. Mark Johnson's notes to the Board on the following topics: HIV Anonymous Testing Site update, Retail Food Establishment (RFE) licensing update, update regarding Colorado Department of Public Health and Environment (CDPHE) with regards to the formation of the Early Childhood Office in the Colorado Department of Human Services, submittal of a letter regarding an overbill for Gilpin County, a request made by the Indian Health Affairs and JCPH's role in their program, and a reminder that Dr. Johnson's yearly evaluation is due, but that it has now turned into a professional development plan. More details are to follow concerning all of the above topics during March's Board of Health meeting.

President's Comments

None

Staff Comments

Ms. Donna Viverette updated the Board regarding the attempt to pass a stronger version of Lakewood's smoke-free ordinance. This would include limiting cigar bars, new hookah bars from opening, and extending the smoke-free entrance way perimeter to 25 feet.

The council and staff are also considering making outdoor transit waiting areas and some outdoor public recreation and gathering areas smoke-free, though specific language has not yet been identified.

Public Comment

None

Consent Agenda

Ms. Sullivan made the motion to approve the Consent Agenda as submitted. The motion was seconded by Ms. Reiner.

Motion passed.

Variance Case

Ms. McNulty swore in those who would give testimony for the current Variance Case before the Board. The applicant, Mr. Doug Downey, asked the Board to grant a variance for an installation of a septic system on a lot that does not meet the department's required lot size. Mr. Doug Downey and Mr. Ron Barta give testimony supporting the installment request. Notices had been sent out to surrounding lot owners regarding the Variance Request to be made at the meeting today. There was no public opposition to this case. Ms. Dahan made the motion to approve the Variance Case as submitted. The motion was seconded by Ms. Reiner.

Motion passed.

There being no further business to come before the Board of Health, the meeting was adjourned at 9:20 a.m.