

**MINUTES
OF THE
BOARD OF HEALTH
JEFFERSON COUNTY, COLORADO**

On March 20, 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, Mr. Greg Deranleau, Ms. Beverley Dahan, Ms. Maureen Sullivan, and Ms. Bonnie McNulty. Mr. Victor Boog, counsel, was also present. A quorum was established.

Acceptance of Agenda

Mr. Deranleau made the motion to approve the agenda. Ms. Reiner seconded the motion.
Motion passed.

Acceptance of the Minutes

Ms. Sullivan made the motion to approve the minutes of the February 21, 2012 meeting. Ms. Reiner seconded the motion.
Motion passed.

Employee of the Month Presentation

Ms. McNulty presented the March Employee of the Month certificate to Ms. Michelle Rivera.

Financial Report

Mr. Jody Erwin presented the January 2012 financial summary as well as the February 2012 financial summary. Mr. Deranleau made the motion to approve the financial statement as presented. Ms. Reiner seconded the motion.
Motion passed.

Contracts and Agreements

Mr. Erwin presented the contracts/agreements to the Board. Ms. Reiner made the motion to approve the contracts and agreements as presented. Mr. Deranleau seconded the motion.
Motion passed.

Resolutions

None

Approval of Warrants

Ms. Sullivan made the motion to approve the warrants as submitted. Mr. Deranleau seconded the motion.
Motion passed.

Old Business

Mr. Dave Hooker addressed the Board regarding six civil penalty letters which are late for 2012 RFE licensing renewals. After discussion on the different circumstances surrounding the delinquencies the Board submitted the following votes:

- **Citrus Catering** - the Board found proper notice had been served to the establishment and they were given reasonable time to respond to such notice. Ms. Dahan made the motion to have the attorney for JCPH contact Citrus Catering and have the establishment pay the outstanding balance (\$255 for RFE License fee and \$250 for Civil Penalty fee = \$505 total due) or further action would be taken at the next Board of Health meeting in April. Mr. Deranleau seconded the motion
Motion Passed.
- **Jugz & Suds** - the Board found proper notice had been served to the establishment and they were given reasonable time to respond to such notice. Ms. Sullivan made the motion to have the attorney for JCPH contact Jugz & Suds and have the establishment pay the outstanding balance (\$255 for RFE License fee and \$250 for Civil Penalty fee = \$505 total due) or further action would be taken at the next Board of Health meeting in April. Mr. Deranleau seconded the motion
Motion Passed.
- **La Ve En Rose** - the Board found proper notice had been served to the establishment and they were given reasonable time to respond to such notice. Ms. Dahan made the motion to have the attorney for JCPH contact La Ve En Rose and have the establishment pay the outstanding balance (\$255 for RFE License fee and \$250 for Civil Penalty fee = \$505 total due) or further action would be taken at the next Board of Health meeting in April. Ms. Sullivan seconded the motion
Motion Passed.
- **Arvada Tavern (RedJacks Saloon)** – The Board found proper notice had been served to the establishment and they were given reasonable time to respond to such notice. Mr. Deranleau made the motion to deny the waiver request. The motion was made to have Arvada Tavern (Red Jacks Saloon) pay the outstanding balance (\$505 Civil Penalty fee). Ms. Dahan seconded the motion.
Motion Passed.
- **Ralston Lounge** – has mailed in their late payment checks for both the civil penalty fee and the licensing renewal fee, however, the civil penalty (\$250) check was short by \$50.00. JCPH has contacted the RFE regarding the shortage. Payment should be received in late March or early April.
- **Beyond Nutrition** - payment for both the civil penalty fee and the licensing renewal fee have been sent to JCPH. However, the operator asked JCPH hold both checks (\$255 RFE License fee and \$250 Civil Penalty fee = \$505 total due) until 1 April.

Collection on the RFE's in Jefferson County is 99.15% complete for 2012.

New Business

Mr. Craig Sanders and Mr. Hooker requested that the Board give them permission to move forward in developing a formal policy for RFE License fee and Civil Penalty fee collection beginning in 2013. As the process moves along the Board will be updated on developments regarding the progression of a formal policy. A final draft for the Board's review should be ready by May 2012. Ms. Dahan made the motion to give JCPH approval to proceed in developing a policy for RFE licensing beginning in 2013. Ms. Reiner seconded the motion.

Motion Passed.

Mr. Dave Volkel updated the Board regarding the Urban Coyote Wildlife Research Project taking place in the Denver metro area due to increasing human-coyote interactions. The Department of Wildlife will be monitoring various controlled coyote trappings to manage coyotes and human encounters. Mr. Volkel also updated the Board on how Amendment 14, passed in 1996, impacts JCPH. In keeping with the requirements of the amendment, the Department of Wildlife appeals to JCPH for a permit to use live trapping when the Department of Wildlife has determined they need to trap and dispose of an animal that has negatively impacted or is a perceived danger to local citizens.

Public Hearing

A public hearing was conducted before the Board regarding JCPH's HIV Anonymous Testing Site. JCPH would like to transition the current anonymous HIV testing site to a confidential testing site. The JCPH management and the nursing staff who work in this program agree that the testing site should move from the anonymous designation to a confidential designation as a testing site. The required time for public notice was met through Legal Notices posted in the area newspapers, but no member of the public was present to give comments to the Board of Health. Ms. Dahan made the motion to eliminate the anonymous testing option currently at JCPH and change the testing site to one that offers confidential and ongoing HIV testing. Ms. Reiner seconded the motion.

Motion Passed.

Executive Director's Comments

Dr. Johnson addressed the Board and clarified JCPH's and his involvement with the Indian Health Clinic in Denver. Dr. Johnson will not be the medical director for this clinic, but JCPH's agreement with the Indian Health Service will give support to them in regard to the process of hiring a new medical director for the clinic.

Dr. Johnson updated the Board on JCPH's involvement to pass smoke-free ordinances in Unincorporated Jefferson County, Wheat Ridge and Lakewood. It is hoped that these ordinances will close some of the loop holes within the Colorado Clean Indoor Air Act, including the establishment of "hookah bars," smoking on outdoor patios at restaurants and bars, smoking in parks and recreation establishments, and smoking at public transportation wait stations. Currently Jefferson County has about 16% of the population that smokes. Dr. Johnson applauded the cities of Golden, Arvada and Edgewater for their efforts around smoke-free environments and decreasing the sales of tobacco to minors.

The Director position for Environmental Health has been posted with a closing date within the next couple of weeks. After the position is closed the interview process will begin and Dr. Johnson will keep the Board abreast of any updates regarding the position.

The Director position for Administration will continue to be filled by interim Director, Mr. Jody Erwin, at least until the basic budget is completed in June-July of 2012.

Dr. Johnson updated the Board on the actions he and the department have taken in raising the minimum salary range for advanced practice nurses. Since the hiring wage minimum has been raised, JCPH has been able to hire two new advanced practice nurses, while we were unable to hire for these positions for over 6 months last year at the old minimum salary levels. Dr. Johnson presented this new salary range and a commensurate increase in the salaries of the current advanced practice nurses in the department as a proposed supplemental budget request to the Board of County Commissioners this morning. We should hear by late April whether or not the proposal is accepted.

The current plan is that JCPH is still moving to the Parfet Building, however, due to a change in the negotiated price for the Golden site, the move will not happen at the end of May 2012 as originally anticipated. In light of this recent change JCPH is hopeful that we will not have to move twice.

President's Comments

None

Staff Comments

None

Public Comment

None

Consent Agenda

There were no consent cases on the agenda this month.

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