

MINUTES
OF THE
BOARD OF HEALTH
JEFFERSON COUNTY, COLORADO

On May 15, 2012 at 8:00 a.m., President Ms. 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, and Ms. Bonnie McNulty. Mr. Victor Boog, counsel, was also present. For the record Ms. Maureen Sullivan was absent. A quorum was established.

Acceptance of Agenda

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

Acceptance of the Minutes

Ms. Dahan made the motion to approve the minutes of the April 17, 2012 meeting. Mr. Deranleau seconded the motion.
Motion passed.

Employee of the Month Presentation

Ms. McNulty presented the May Employee of the Month certificate to Ms. Julia Blair, with Jefferson County Public Health's Community Health Services Division.

Financial Report

Dr. Johnson presented the **April** financial summary. Ms. Dahan made the motion to approve the financial statements as presented. Mr. Deranleau seconded the motion.
Motion passed.

Contracts and Agreements

Dr. Johnson presented the contracts/agreements to the Board. Ms. Reiner made the motion to approve the contracts and agreements as presented. Ms. Dahan seconded the motion.
Motion passed.

Resolutions

N/A

Approval of Warrants

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

Old Business

Mr. Dave Hooker presented a RFE renewal license policy and procedure rough draft for 2013 to the Board of Health. Due to the large number of establishments that were late in paying their fees in 2012, Mr. Hooker suggested a procedure which might reduce the amount of time it took to collect renewal fees and civil penalty fees.

The Board of Health decided:

1. A grace period will no longer be in place for the establishments that are late in paying their license renewal fee.
2. A letter to the establishments will be sent out during the month of November along with a letter that will include a warning that a civil penalty will be imposed, starting at \$500.00, if they are late in paying their renewal license fee by December 31st.
3. A list of the RFE's which have not paid by January 2, will be emailed to the Law Firm of Boog & Crusser, P.C. for collection.

Mr. Hooker will finalize the documents and the new process will go forward in 2013.

New Business

N/A

Executive Director's Comments

The National Association of Local Boards of Health (NALBOH) is having their annual conference in August. A copy of the conference information was given to the Board members for their review and consideration. The Board of Health retreat will be moved from the summer of 2012 into the fall of 2012 due to scheduling conflicts.

Announcements have gone out regarding the new Director for Environmental Health. Mr. Jim Rada is expected to start on June 11th. Mr. Rada comes to JCPH from Garfield County's Health Department. Dr. Johnson is looking forward to formally introducing him to the Board at the next meeting in June. JCPH is excited for the opportunity to work with Mr. Rada as he comes to the department with a high level of knowledge and expertise regarding matters of Public Health. JCPH believes Mr. Rada will be a great addition to our department.

Staff from JCPH's IT program and Community Health Services Division went to a conference in Atlanta during the first full week of May. The purpose of this conference was to gain more knowledge in regards to the electronic health record component of the Mitchell and McCormick software program.

It appears that Jefferson County Public Health's Golden Office will not move to the Parfet Building until 2013. The sale of the Golden site is currently on hold.

The City of Lakewood has made a few positive changes to their city's smoking ordinance in regards to closing some of the loop holes left when the Colorado Indoor Air Act was passed. The City of Golden has moved forward with the City Council unanimously passing an ordinance requiring a license for the sale of non-smoking tobacco products. JCPH is also working closely with the County Commissioners on an ordinance for unincorporated Jefferson County; however, the County Commissioner's have asked to put this on hold for a period of time due to a number of other issues taking center stage at this time. JCPH is continuing their work with the City of Wheat Ridge on their smoke-free ordinance also.

Donna Viverette, JCPH's Health Education Supervisor announced that the requests for applications for funding tobacco programs have gone out from CDPHE and the hope is that JCPH will gain continued funding for the next three years.

Currently, Dr. Johnson is the only active “at will” employee in JCPH. The County has strongly suggested JCPH expand this employee status to cover the four division directors at JCPH. Changing the division directors to “at will” employees will put JCPH in line with the other departments in Jefferson County. Being an “at will” employee means the employee gives up some of their grievance procedure rights.

President’s Comments

None

Staff Comments

None

Public Comment

Mr. Carl Fischer came before the Board of Health regarding a cease and desist notice he received from Jefferson County Public Health regarding his septic system. One of Mr. Fischer’s septic lines was crushed due to overflowing, and he was only able to start digging it up now due to the frozen land. Mr. Fischer was under the impression there would be a fee from the County associated with fixing his sewer line and he came before the Board to request that the fee be waived. Mr. Fischer was informed that there is no fee assessed by JCPH as of this time, and the environmental health service’s team of inspectors will visit the site after the repair has been made by the homeowner. If more repairs are needed the homeowner may come before the Board and ask for a waiver of fees at that time.

Variance Cases

Mr. Deranleau made the motion to approve case number 12-107018 OW, the variance case as submitted and heard before the Board of Health. The motion was seconded by Ms. Reiner.

Motion passed.

Ms. Dahan made the motion to approve case number 12-107983 OW, the variance case as submitted and heard before the Board of Health. The motion was seconded by Mr. Deranleau.

Motion passed.

There being no further business to come before the Board of Health, the meeting was adjourned at 9:52 a.m.