

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

On December 17, 2013 at 8:10 a.m., President Bonnie McNulty called the meeting to order. Ms. Lindsey Gonzales took roll call. The following additional Board members were present: Ms. Bonnie McNulty, Ms. Maureen Sullivan, Mr. Greg Deranleau, and Ms Linda Reiner. Ms. Amanda Crusier, counsel, for Jefferson County Public Health, was also present.

For the record Ms. Beverly Dahan was absent. A quorum was established.

****The Board of Health took a ten minute recess to participate in an employee recognition ceremony at the Board of County Commissioners weekly board meeting****

Acceptance of Agenda

Mr. Deranleau made the motion to approve the agenda as presented. Ms. Sullivan seconded the motion.

Motion passed

Acceptance of the Minutes

Mr. Deranleau made the motion to approve the minutes of the November Board of Health meeting as presented. Ms. Reiner seconded the motion.

Motion passed

Employee of the Month Presentation

Ms. McNulty presented the December Employee of the Month certificate to Kyle Brown, Jefferson County Public Health's Community Health Service's Division.

Financial Report

Mr. Erwin presented the November financial report to the Board. Ms. Sullivan made a motion to approve the financial report as presented. Mr. Deranleau seconded the motion.

Motion passed

Contracts and Agreements

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

Motion passed

Approval of Warrants

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

Motion passed

Fee Schedule

Mr. Erwin presented the 2014 fee schedule to the Board. Ms. Sullivan made the motion to approve the fee schedule as presented. Mr. Deranleau seconded the motion.

Old Business

Erika Jerme updated the Board as to the Community Health Improvement Process (CHIP). JCPH has been working towards a community health improvement plan over two years. The process was started by collecting and analyzing data to create a community health assessment. JCPH also looked at our capacity as a local public health system to impact the health of our residents. JCPH then took that data out into the public to identify Jefferson County's health priorities. We are currently working with experts along with engaged residents to identify evidence based strategies that we think we can successfully implement within the county. During 2014 JCPH plans to build on the progress that these groups have made for the CHIP process. This will be done by continuing to have work groups and also smaller discussions with key partners to implement an action plan with commitments with partners to implement the strategies. JCPH's goal is to implement this plan by August of 2014.

Mr. Erwin updated the Board regarding the 2014 budget proposal. The 2014 budget proposal was approved by the Board of County Commissioners in November.

New Business

N/A

Executive Director's Comments

Dr. Mark Johnson gave a review of 2013 to the Board of Health. Dr. Johnson started off his review by thanking and congratulating Erika Jerme, Elise Lubell, Ana Marin-Cachu and other key staff for their work on the CHIP process. Dr. Johnson also wanted to thank facilities along with Jody Erwin, Bernadette Berger, Division Directors' IT staff, Yannick Nelson and the move coordinators for all their work during 2013 regarding the move from Golden and Lakewood sites to the Parfet Building in early 2014. The Golden Health office is planning to move on January 24, 2014 into the new building. The Lakewood office will move towards the end of February 2014. Once everyone is moved in and settled JCPH will have an open house.

JCPH will continue to look at ways to improve and work on areas in regards to health care reform. We are looking at new software and new programs within our different divisions to make sure we are working at the highest possible level for our community that we can afford. JCPH is also looking at how we can collaborate and coordinate our health care with other public health care agencies, along with private agencies, and government agencies. We are currently working on the Child Fatality review and working with a number of different agencies in Jefferson County. JCPH will also be working with the Jefferson County District Attorney's office on a new committee regarding sex trafficking within Jefferson County.

Director's Comments

Mr. Rada, Environmental Health Division (EHS) Director, updated the Board with regards to Retail Food Establishment license renewals. Currently EHS has collected about half of their license renewal fees and this also includes Gilpin County. EHS staff will compile the list of non-payers shortly after the beginning of the year. EHS staff will also hand deliver the first round of late notices the third week of January. By hand delivering these notices we are hoping to have all establishments paid by the 31st of January 2014. The civil penalty process will be initiated after the 31st for any outstanding licenses.

Consent Case Agenda

Mr. Deranleau moves to approve Case Number 13-124689 OW on the consent agenda with the following condition: the vault needs to be leak tested after installation. Ms. Sullivan seconded the motion to approve.

Variance Case Agenda

Mr. Deranleau moves to approve Case Number 12-109776 OW on the variance case agenda. Ms. Sullivan seconded the motion to approve.

There being no further business to come before the Board of Health, the meeting was adjourned at 8:54 a.m.