# MINUTES OF THE BOARD OF HEALTH

## **JEFFERSON COUNTY, COLORADO**

On May 20, 2014 at 8:00 a.m., Vice President Ms. Maureen Sullivan called the meeting to order. Ms. Karen Wiggins took roll call. The following additional Board members were present: Ms. Beverley Dahan, Mr. Greg Deranleau and Ms. Linda Reiner. President Bonnie McNulty was not present. Ms. Amanda Cruser, counsel, for Jefferson County Public Health, was also present.

# **Acceptance of Agenda**

Ms. Dahan made a motion to approve the agenda as presented. Ms. Reiner seconded the motion. **Motion passed** 

## **Acceptance of the Minutes**

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

Motion passed

## **Employee of the Month Presentation**

Ms. Sullivan presented the May Employee of the Month certificate to Kelly Keenan in the Administrative Services Division of Jefferson County Public Health.

# **Financial Report**

Mr. Jody Erwin presented the April financial report to the Board. Mr. Deranleau made a motion to approve the financial report as presented. Ms. Dahan seconded the motion.

Motion passed

# **Contracts and Agreements**

Mr. Erwin presented the contracts and agreements to the Board. Ms. Dahan made a motion to approve the contracts and agreements as presented. Ms. Reiner seconded the motion. **Motion passed** 

## **Approval of Warrants**

Mr. Deranleau made a motion to approve the warrants as submitted. Ms. Reiner seconded the motion.

**Motion passed** 

## **Old Business**

Mr. Craig Sanders informed the Board that the state has approved the OTWS regulations with an effective date of 5/30/14. A draft manual of guidelines has been sent to all the engineering community for their questions and feedback. Mr. Sanders explained that work is in progress to make a more detailed engineering review document for contractors.

#### **New Business**

Foothills Animal Shelter (FAS) - Rabies vaccination reporting.

Ms. Heather Cameron Director of the FAS presented a two-fold request to the Board for their support to:

- 1. Amend the county's animal control ordinance to require rabies vaccination for cats.
- 2. As the licensing authority for Jefferson County, the FAS would require veterinarian's to use an electronic database to register animal vaccination status information. This data would be accessible to a number of different agencies including Jefferson County Public Health.

After questions and discussion, the Board of Health declined, at this time, to officially provide their support to the FAS white paper report titled *Proposed ordinance amendment: Rabies vaccination reporting.* The Board asked Ms. Cameron to explain their white paper to members of the veterinary community to assess the level of support for the electronic database reporting system. The Board invited the FAS to return in a few months to present their findings.

Strategic Planning – Mr. Erwin shared the reasoning behind the urgency in completing this process: accreditation; SB#194; the BCC's projection for the next 2 – 3 years regarding funding and FTE; the Affordable Care Act; and lastly the Public Health Planner position. The PH Planner position has been a key position in the development and implementation of the Community Health Improvement Plan, however; the funding for this position will expire at the end of the year. Mr. Erwin explained that moving forward; this position is required for accreditation and has prompted the discussion of planning for the future of JCPH.

# **Executive Director's Comments**

City Council work – Several staff members are currently working on securing the adoption of the Healthy Eating Active Living (HEAL) resolution in Arvada, Golden, Lakewood, Wheat Ridge, and Edgewater. This resolution invites the council members to consider the health impact for every decision they make.

Marijuana Task Force – The BCC has asked that a task force be established to determine whether or not the production and sales of marijuana should be allowed in Unincorporated Jefferson County. This task force will be comprised of members from law enforcement, Jefferson County, and from the public sector especially those involved with the marketing of marijuana.

Public Health Improvement Plan – Jim Rada and Dr. Johnson have been working with staff from the state health department to assemble the state-wide improvement plan. Each county had to complete their Community Health Assessment by the end of last year. The state is compiling all that data to incorporate into the state plan.

Infectious Disease – There have been reported cases this year of whooping cough, pertussis, and measles. There have been two cases of MERS – Middle East Respiratory Syndrome reported in Colorado. JCPH continues to focus on education and vaccination against contagious disease.

# JCPH Updates:

Strategic planning – JCPH has actively begun this process. Staff surveys have been distributed; the feedback is being collected and reviewed.

Succession planning - JCPH directors and supervisors are beginning to focus more in this area as many long-term staff members are nearing retirement. The continuity of operations is the main focus for this planning as the positions are vacated and then refilled.

Parfet – The clinic staff from Arvada has now moved to Parfet. This leaves only the WIC staff in the Arvada building at this time. JCPH continues to work with Facilities to find them a new location.

## **Staff Comments**

None

#### **Public Comment**

None.

## **Consent Case Agenda**

Mr. Deranleau moved to approve Case Number 14-108680 OW on the consent agenda. Ms. Dahan seconded the motion.

Motion passed.

# **Variance Cases**

Case Number 14-105159 OW. Discussion – Mr. Sanders reviewed the two reasons the applicant is requesting a variance. One, the property is slightly less than an acre which does not meet the minimum lot size. Two, the existing water well does not meet the minimum requirement for setback distance from the dwelling. During the discussion, Mr. Deranleau suggested that the Department review the standard variance statement to see if it might be made more 'user friendly' and set forth clearly the terms of the variance and what they mean. Craig Sanders agreed and will initiate this process.

Ms. Reiner moved to approve Case Number 14-105159 OW. Ms. Dahan seconded the motion. **Motion passed.** 

#### Case Number 14-109647 OW.

Mr. Deranleau moved to approve Case Number 14-109647 OW. Ms. Reiner seconded the motion. **Motion passed.** 

There being no further business to come before the Board of Health, the meeting was adjourned at 10:02 a.m.