



## **Adams County Board of Health Meeting Minutes**

**Thursday, December 15, 2022  
5:30 p.m.**

**Buffalo Run Golf Course**

*The public is welcome to attend the Adams County Board of Health meeting remotely via the livestream [https://zoom.us/j/96013337013?pwd=M1hzMHBibFZlWXduUeGthbVo4N1M3UT09\\_passcode\\_076213](https://zoom.us/j/96013337013?pwd=M1hzMHBibFZlWXduUeGthbVo4N1M3UT09_passcode_076213).*

*The Board of Health agenda and meeting information can be viewed online at <https://www.adcogov.org/adams-county-board-health>.*

### **1. Call to order**

**Adams County Board of Health meeting held Thursday, December 15, 2022, was called to order by Dr. Sheela Mahnke at 5:40 p.m.**

### **2. Roll call**

#### **Boad of Health Members:**

Dr. Dee Dee Gilliam	Present
Brett Keiling, RN	Present
Jeremiah Lindemann	Present
Dr. Shelia Mahnke	Present
Dr. Lisa Winkle	Present/Virtually

#### **Health Department Leadership:**

Kelly Weidenbach, DrPH, MPH, Executive Director, Adams County Public Health	Present
Brian Hlavacek, MAS, REHS, Environmental Health Division Director	Present
Adams Anderson, MPH, MURP, Epidemiology & Data Science Division Director	Present
Darci Martinez, DNP, FNP-C, Nursing Division Director	Present
Monica Buhlig MPH, Health Equity & Strategic Initiatives Division Director	Present/Virtually
Michelle Harris, MPH, RDN, Nutrition and Family Health Division Director	Present
Bernadette Albanese, M.D., MPH, Chief Medical Officer	Present/Virtually
Mellissa Sager, J.D. Assistant County Attorney	Present

### **3. Review and approval of agenda**

Due to a time conflict the study session presentation, American Rescue Plan Act (ARAP) Funding – Monica Buhlig, MPH, Health Equity & Strategic Initiatives Division Director was moved to be after agenda item #4, the approval of previous meeting minutes. Mellissa Sager made the board aware that there is an additional contract that she will be discussing with the board at this meeting. The contract with the Rocky Mountain Arsenal it was sent to the board members on Tuesday, December 13, 2022, for their review.



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### 4. Approval of previous meeting minutes

Dr. Dee Dee Gilliam motioned to approve the November 17, 2022, meeting minutes, seconded by Brett Keiling, RN. All in favor and the motion carried.

### 5. Items considered using expedited protocol

#### A. \* Resolution formalizing expedited Board of Health Approval Process – Mellissa Sager J.D., County Attorney

Mellissa Sager provided a brief review of the process for the board to engage in execution of urgent agreements/contracts, items that exceed \$50,000.00 and/or a term exceeding two years. After the board has reviewed the agreement, they may ask for a special meeting if they would like to have further discussions with all board members. If no meeting is requested, this resolution, delegates additional signature authority to Dr. Kelly Weidenbach, Executive Director for Adams County Health Department. Brett Keiling, RN, motioned to approve the resolution formalizing the expedited Board of Health approval process as outlined in Resolution No. 2022-007. Motion was seconded by Dr. Dee Dee Gilliam. All in favor and the motion carried.

#### B. \* Operational Expectation for policy engagement – Approved – Monica Buhlig, MPH, Health Equity & Strategic Initiatives Division Director

#### C. \* Vital Records Template Courier Service Agreement – Approved – Adam Anderson, MPH, MURP, Epidemiologist and Data Science Division Director

#### D. \* Colorado Regional Health Information Organization (CORHIO) Health Information Exchange Agreement – Approved – Adam Anderson, MPH, MURP, Epidemiologist and Data Science Division Director

#### E. Other items

Mellisa Sager reviewed items B, C, and D, briefly with the board, as these agreements had been seen previously sent to the board for their review by email. In future meetings these will be considered an operational agreement(s) and will be posted on the agenda for information purposes and will require a board motion to approve them as a group. Dr. Sheela Mahnke motioned to approve items B, C, and D, as operational agreements, seconded by Brett Keiling, RN. All in favor and the motion carried.

### 6. Monthly Financial Report

Michael Young-Hall, Operation and Accreditation Manager will provide a departmental monthly financial report. Mr. Young-Hall presented a summary for year-to-date finances for the Health Department. He stated that the actual balancing for 2022 will occur in late January once all purchase orders, invoices and encumbrances have been reconciled.

### 7. Contracts and Agreements

#### A. \* Professional Employment Group (PEG) contract for temporary COVID-19 staff –

Adam Anderson, MPH, MURP, Epidemiologist and Data Science Division Director

Mellissa Sager reviewed the terms and scope of work for this contract with the board members and asked for a motion to approve it as it is over \$50,000 in expense to the



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department. This is a contract to continue using Professional Employment Group (PEG) for COVID response work. Dr. Sheela Mahnke motioned to approve the (PEG) contract, seconded by Jeremiah Lindemann. All in favor, and the motion carried.

**B. \* Summary of executed contracts and agreements not requiring Board approval –**

Kelly Weidenbach DrPH, MPH, Executive Director

Mellissa Sager reviewed a summary of additional contract and agreement that do not require the Board approval such and revenue contracts, expenditure contracts that are less than \$50,000, and no cost agreements that are less than two years. Michael Young-Hall shared a list of revenue contracts that Adams County Health Department has entered with from the Colorado Department of Public Health & Environment to date.

**C. (Added in agenda contract/agreement) Rocky Mountain Arsenal agreement**

Update provided by Mellissa Sagar and Brian Hlavacek, as this agreement was provided to the board by email shortly before the current meeting. This is not a financial agreement, and it mimics the one used by Tri-County Health Department.

**8. Executive Director's Report**

*Select updates from Kelly Weidenbach, DrPH, MPH, Executive Director, on grants, public health transition planning, staffing, community engagement, infectious disease incidents, programming, legislation and policy, and community health improvement planning.*

Dr. Kelly Weidenbach, provided the board with a verbal update on the transition from Tri-County Health Department to the Adams County Health Department. She noted the opening of Vital Records within Adams County Health Department on December 19, 2022, and the large new employee orientation that was held on November 16, 2022. Dr. Weidenbach and the leadership team have wrapped up meetings with all the municipalities and their leaders. And an entire department new employee orientation is scheduled for Tuesday, January 3, 2023.

**9. \* 2023 Adams County Health Department Budget**

Kelly Weidenbach DrPH, MPH, Executive Director

Dr. Weidenbach shared a slide to review the final 2023 budget as approved by the Adams County Board of County Commissioners and requested the approval of the Board of Health.

Mellissa Sager presented the board with Resolution No. 2022-008. The motion to approve the 2023 budget was made by Dr. Dee Dee Gilliam and seconded by Brett Keiling, RN. All in favor and the motion carried.

**10. Study Session**

**A. American Rescue Plan Act (ARAP) Funding –** Monica Buhlig, MPH, Health Equity & Strategic Initiatives Division Director

Monica Buhlig, MPH, Health Equity & Strategic Initiatives Division Director, provided the Board of Health with the Adams County Health Departments, America Rescue Plan (ARPA) Mental Health Recommendations. These recommendations will be presented to the Adams County Board of County Commissioners (BOCC) sometime in January. The



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Board of County Commissioners will make the final determination as to where the ARPA funding will be allocated within Adams County Government.

**B. Environmental Health Division's Air Quality Program Overview** – Brian Hlavacek, MAS, REHS, Environmental Health Division Director

Brian Hlavacek, MAS, REHS, Environmental Health Division Director presented the board with an overview of the Adams County Health Department opportunities in air quality. This overview included information about air quality, air pollutants, air quality and human health, Tri-County Health Departments Love My Air Program, Grants and funding opportunities, partnership with other organizations within Adams County and further opportunities within the Adams County Health Department to expand previous efforts.

### **11. Comments, announcements, and other business**

### **12. Adjournment**

Motion to adjourn the meeting at 7:11 p.m. was made by Dr. Dee Dee Gilliam and seconded by Jeremiah Lindemann. All in favor and the motion carried.

*\* Notes that a decision or vote needs to be made by the board*