



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

**Thursday, November 16, 2023  
5:30 p.m.**

**Adams County Government Center  
5<sup>th</sup> floor study session room**

*The public is welcome to attend the Adams County Board of Health meeting in-person at the Adams County Government Center, 5<sup>th</sup> floor study session room, located at 4430 South Adams County Parkway, Brighton, CO 80601; or remotely via the livestream <https://zoom.us/j/96013337013?pwd=M1hzMHBibFZ1WXduUeGthbVo4N1M3UT09> 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 Meeting was called to order at 5:33 p.m.**

**2. Roll call**

**Board of Health members:**

- Dr. Dee Dee Gilliam – present virtually
- Brett Keiling, RN – present
- Jeremiah Lindemann – absent
- Dr. Sheela Mahnke – present
- Dr. Lisa Winkler – present

**Health Department Leadership:**

- Kelly Weidenbach, DrPH, MPH, Executive Director Adams County Health Department – present
- Levon Hupfer, LAC, MAC, Deputy Executive Director
- Bernadette Albanese, M.D., MPH, Medical Officer – present
- Brian Hlavacek, MAS, REHS, Environmental Health Division Director - present
- Adam 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
- Michelle Harris, MPH, RDN, Nutrition and Family Health Division Director - present
- Michael Young-Hall, Public Health Performance & Business Excellence Division Director – present

**County Leadership:**

- Mellissa Sager, J.D., Assistant County Attorney – present



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## **Adams County Health Department Staff present:**

Erin Phillips, Public Health Performance Management Coordinator  
Suriya Vijayasathy, Performance Management Analyst  
Jennifer Alvarez-Lucero, Public Health Strategic Communications Manager  
Lisa Oliveto, Emergency Preparedness and Response Supervisor  
Jennifer Chase, Communicable Disease Epidemiology Manager  
Susan Keithley, Sexual Health and Harm Reduction Manager  
Michael Ruddock, Public Health Policy & Public Affairs Senior Advisor  
Michele Haugh, Policy & Prevention Coordinator  
Jamie Rodriguez, Regional Health Connector

## **Guests:**

## **County managers office:**

Noel Bernal, County Manager  
Chris Kline, Deputy County Manager

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

Several adjustments were made to agenda. The executive director's report was moved to under the approval of the previous meeting minute approval. Bylaw amendments, review and approval will be tabled to 12/19 as all BOH members need to be present for these amendments to be voted on. Resolution approving internal policy regarding ACHD signature authorities will be added to the January 2024 meeting.

## **4. Approval of previous meeting minutes, September 28, October 10, and October 27**

Dr. Lisa Winkler motioned to approve the September 28, October 10 and October 27 meeting minutes, seconded by Brett Keiling. All in favor and motion approved.

## **5. Executive Director's report**

*Kelly Weidenbach, DrPH, MPH, Executive Director*

Noel Bernal, County Manager, spoke to the Board of Health regarding ACHD's Capital Improvement Plan funding request for 2024-2026. The Adams County Capital Improvement Plan committee had recommended that the ACHD was moved forward in the County's FY24 budget, but the ACHD request was removed from the FY24 County budget and paused based on BOCC feedback to Mr. Bernal. Mr. Bernal stated that he will work cooperatively with ACHD leadership to consider additional opportunities to move the request forward to the BOCC for consideration depending on the outcome of the Governor's special session on property taxes. Dr. Mahnke questioned whether or not the health department would have representation in the



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future on the County's Capital Improvement Planning committee given that the department is the third largest County department in terms of numbers of staff. Dr. Mahnke also questioned whether or not the health department's request would need to wait until the next Capital Improvement Planning cycle or whether there was a way to have the health department's request considered in the interim, and Mr. Bernal noted that there may be opportunity to bring the health department's request forward in the interim, and that he would work with Dr. Weidenbach directly on timing of the request. The Board thanked Mr. Bernal and Mr. Kline for attending the meeting and providing this update.

### **6. Monthly financial report**

Michael Young-Hall, Performance and Business Excellence Division Director

We are continuously researching new funding opportunities. We have 188 positions hired out of 204 approved positions with 11 active recruitments and 5 positions yet-to-be posted

### **7. Approval of contracts and ratification of contracts executed using expedited protocol**

There were no contracts for approval using the expedited protocol at this time.

### **8. \*Bylaw amendments, review, and approval – tabled to December 19, 2023**

Due to the requirement that all board members be present to vote on the proposed bylaw changes and recognizing that not all board members were in attendance, the decision on this matter has been postponed to the December 21, 2023 meeting.

### **9. \*Consideration of Resolution Approving Internal Policy Regarding Adams County Health Department Signature Authorities –**

This item was tabled to January 2024 agenda.

### **10. \*Consideration of Resolution Approving Internal Policy Regarding Adams County Health Department Engagement in Policy at Federal, State and Local levels of Government.**

This resolution is based on a policy related to policy engagement at federal, state, and local level of government that was presented to the Board of Health on November 17, 2022. The policy is available for viewing on the Board of Health webpage:

<https://adamscountyhealthdepartment.org/board-health#2023>

Brett Keiling motioned to approve the Resolution Approving Internal Policy Regarding Adams County Health Department Engagement in Policy at Federal, State and Local levels of Government which was seconded by Dr. Dee Dee Gilliam. All in favor and motion approved.



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### 11. Study Session

All study session presentations are available for viewing on the Adams County Health Department website: <https://adamscountyhealthdepartment.org>

- Strategic Planning Deep Dive, Erin Phillips, Public Health Performance Management Coordinator and Suriya Vijayasathy, Performance Management Analyst.
- Board members and ACHD leadership provided interactive feedback on goals and objectives for the ACHD 2024-2026 Strategic Plan that was captured via Mentimeter. The Board is anticipated to review and approved the final version of the Strategic Plan at the December 21, 2023 meeting.

### 12. Comments, announcements, and other business

### 13. Adjournment

Motion to adjourn the meeting at 7:17p.m. was made by Dr. Lisa Winkeler and seconded by Brett Keiling. All in favor and the motion carried.

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