



Board of Health Meeting Minutes

Scheduled Meeting

Date: 9/15/2022 Time: 5:30pm

Roll Call: Attendees and Absentees

Board of Health Members:

- Dr. Dierdre Gilliam – PRESENT
- Brett Keiling – PRESENT
- Jeremiah Lindemann – PRESENT
- Dr. Sheela Mahnke – PRESENT
- Dr. Lisa Winkler – PRESENT

Health Department Leadership:

- Kelly Weidenbach – Public Health Transition Director – PRESENT
- Brian Hlavacek – Environmental Health Division Director – PRESENT
- Adams Anderson – Epidemiology & Data Science Division Director – PRESENT
- Darci Martinez – Public Health Nursing Division Director – PRESENT
- Monica Buhlig – Health Equity & Strategic Initiatives Director – PRESENT
- Keith Homersham – Environmental health Manager – PRESENT
- Mellissa Sager – Legal – PRESENT

Orders of Business

Review and Approval of Agenda

- No changes

Approval of Previous Meeting Minutes

August 22, 2022, Regular Meeting Minutes

- **Motion to Approve:** Keiling
- **Second:** Lindemann
- **Approve:** Gilliam, Mahnke, Winkler
- **Dissent:** none
- **Abstain:** none

September 1, 2022, Special Meeting Minutes

1. Discussion

- **Motion to Approve:** Gillian
- **Second:** Mahnke

- **Approve:** Lindemann, Keiling, Winkler
- **Dissent:** none
- **Abstain:** none

Orders of Business

- **MONTHLY FINANCIAL REPORT**

1. Kelly W reviewed budget. Budget is currently underspent. Upcoming expenses with new personnel cost
 - **Motion:** Keiling
 - **Second:** Mahnke
 - **Approve:** Lindemann, Gillian, Winkler
 - **Dissent:** none
 - **Abstain:** none

- **CONTRACTS AND AGREEMENTS**

1. Kelly W to review contracts and agreements. Two contracts have been executed since last meeting
 1. Master task order executed.
 2. OPHP Preventative Block Grant has been executed

- **EXECUTIVE DIRECTOR'S REPORTS**

1. Review what the executive director's report will entail in future meetings. Select updates from Dr. Kelly Weidenbach, Executive Director, on grants, public health transition planning, staffing, community engagement, infectious disease incidents, programming, legislation and policy, and community health improvement planning.

Staffing- Hired Ex Assistant – Diana A. Will take over many operational parts of the BoH. Offered a position to the Dir of Nutrition and Family Planning. Need Medical Officer and Deputy Director. 14 staff hired to date. Of 170 FTE, 133 are currently filled with current staff and transfers.

Monkeypox- 41 cases- highest in Colorado. BIPOC populations affected. Need to hire staff to support setting up testing location. Need approval from BOCC for hiring this year. May be reimbursed from CDPHE

Grants – 2 CCPD grants applications have been submitted
 Diabetes Education and Self-management.
 Regional Healthy Beverage Partnership Grant – DDPHE is primary applicant-
 ACHD is subrecipient.

Budget- Working on line-item budget to review and approval for BoH in Oct meeting.

- **STUDY SESSION / INFORMATIONAL ITEMS**

1. Mandated Public Health Services – Dr. Kelly Weidenbach, Executive Director
 - a. Structures, Services, and Activities required by a local public health department
2. Environmental Health Fees and Regulations – Brian Hlavacek, Director of Environmental Health
 - a. OWTS Regulations, Body Art Regs,
 - b. Keith Homersham – provided an overview of OWTS regulations and permitting
 - i. Recommendation that adopt existing TCHD OWTS regulations with two small changes 1) removal of references to Cherry Creek and Chatfield Res. 2) Remove vault from on-going use permits.
 - ii. Submit to CDPHE for approval and Implement Jan 2023

- c. Brain H. – provided an overview of body art program inspections, permits, complaints
 - i. Recommendation to adopt TCHD body art reg as an Adams County reg.
 - d. Brian H. – provided an overview of EH fee statues.
 - i. Recommend adopting existing TCHD fee schedule for consistency for business community.
- 3. Future Board of Health Work and Upcoming Schedule – Dr. Kelly Weidenbach, Executive Director
 - a. 2023 budget review in Oct (budget will be submitted Sept 30th to Adams County Finance). Send to BoH first week of Oct.
 - b. Oct review of Community Health Assessment
 - c. Public hearing for OWTS and Body Art
 - d. Proposing an additional meeting for budget review second week of Oct.

Executive Session

- 1. n/a

Board Member Comments

- Interested in reviewing any overview documents that may help to establish BoH
- Mahnke- Are there issues with BoH members getting together outside board meetings?
 - 1. Meslissa will send BoH rules for communications outside board meetings.

Closing

- Motion to Adjourn
 - 1. **Motion:** Gilliam
 - 2. **Second:** Keiling
 - 3. **Approve:** Lindemann, Mahnke, Winkler
 - 4. **Dissent:** none
 - 5. **Abstain:** none