

**EL PASO COUNTY PUBLIC HEALTH
December 20, 2017
BOARD OF HEALTH MINUTES**

The El Paso County Board of Health met at 1675 West Garden of the Gods Road, Colorado Springs, Colorado, December 20, 2017. Kari Kilroy, President, called the special meeting to order at 7:30 a.m. Board members had the option of attending this meeting in person, electronically or telephonically.

Board of Health Members:

Kari Kilroy, President
James Terbush, Vice President
Victoria Broerman – call in
Robert Bux
Longinos Gonzalez
Peg Littleton – call in
Coreen Toll - call in
Richard Skorman
Doris Ralston

Directors Present:

Dan Martindale, Director
Tom Gonzales, Deputy Director
Susan Wheelan, Deputy Director
Brenda Heimbach, Health Services Division Director

Others Present at Regular Session:

Lori Seago (call in) Kathi Schwan Kelley Vivian Elaine Johnsen Jakob Rodgers

Approval of Agenda

Kari Kilroy asked for approval of the agenda.

MOVED: by James Terbush seconded by Robert Bux to approve the agenda for the December 20, 2017 meeting.

MOTION CARRIED UNANIMOUSLY.

Board of Health Comments

Doris Ralston expressed disappointment in the decision making process during the December 4, 2017 board meeting. She requested that materials for decisions be received ahead of time so board members can review documents prior to meetings. She indicated that she wasn't prepared to make a decision at the last meeting and would like to learn from that meeting, so a similar situation doesn't happen again.

Lori Seago, legal counsel, clarified that El Paso County Public Health staff were directed by the board not to spend additional time on the Colorado Health Network syringe exchange proposal. It was not a vote, merely direction to staff on the specific proposal that was presented before the board. While some board members encouraged further public discourse, staff were directed not to spend more time on the proposal.

Victoria Broerman requested that the December 4, 2017 minutes be amended.

Board members discussed that they would like the following changes made to the draft minutes:

- In the New Business section, under bullet point B, the minutes should read, “Jessica Kobylinski – representing the Colorado Health Network, presented a proposal on a syringe exchange program in El Paso County.”
- Under the “Public Comment” section, the minutes should read, “Members of the public expressed their opinions on a possible needle exchange program to the Board of Health. Although no vote was taken on allowing the proposed needle exchange to operate in El Paso County, the board provided El Paso County Public Health staff direction on the matter. With a decision of 5-4, the board directed Public Health staff to spend no additional time on the Colorado Health Network proposal.”

Approval of Board of Health Minutes

MOVED: by James Terbush seconded by Robert Bux to ratify the minutes from the December 4, 2017 Board of Health meeting, pending amendments as requested following discussion.

MOTION CARRIED UNANIMOUSLY.

Correction to Resolution

Correction to Resolution Setting the 2018 Board of Health Meeting Schedule.

Resolution 2017-06, “Board of Health 2018 Regular Meeting Schedule” listed Monday, December 7, 2018 as a meeting date. That line in the resolution should read, “Monday, December 10, 2018.”

MOVED: by Peggy Littleton seconded by Robert Bux to approve the date change for the 2018 meeting schedule resolution 2017-06.

Finance and Budget

A. November 2017 Financial Report

Elaine Johnsen reviewed the November 2017 financial report. She specified that not all expenditures have been booked for 2017. Revenues are running ahead in grants and contracts. She will bring an amended budget later in 2018. Expenditures are running behind budget. Personnel and operating expenditures are running behind. The Electronic Health Records system was budgeted for 2017, but has not been purchased this year. We continue to accrue renovation expenses for the southeast WIC building.

Dan Martindale indicated that based on the fund balance, EPCPH will be coming to the Board of Health requesting reserve funds to purchase prioritized equipment and capital expenditures in 2018.

MOVED: by Robert Bux seconded by Longinos Gonzalez to approve the financial report for November 2017, pending audit.

MOTION CARRIED UNANIMOUSLY.

B. Resolution to Adopt and Appropriate the 2018 Public Health Budget

Elaine Johnsen presented the balanced budget for 2018. This budget can be adjusted in the months ahead. El Paso County Public Health is in a very fiscally sound position based on planned revenue and expenditures.

James Terbush was pleased with the fund balance reserve, because the cost of recovery from disasters has increased over the years. Peggy Littleton agreed with the importance of retaining a fund balance for emergencies.

Elaine Johnsen said there is no danger in spending into fund balance by several hundred thousand dollars.

Dan Martindale thanked Commissioner Gonzalez for allocating \$25,000 for the Public Health Communicable Disease program from El Paso County funds.

MOVED: by Victoria Broerman seconded by Robert Bux to approve the Resolution to Adopt and Appropriate the 2018 Public Health Budget.

MOTION CARRIED UNANIMOUSLY.

Contracts:

A. Epidemiology Conference

This contract is to accept a \$20,000 grant for planning and coordinating a statewide epidemiology conference. Funding is from the State Health Department.

MOVED: by James Terbush seconded by Doris Ralston to approve the epidemiology conference contract.

MOTION CARRIED UNANIMOUSLY.

Director's Report – *Dan Martindale*

- A. As this is an off-cycle meeting, the [Director's Report is available online](#) and was provided to Board of Health members in their packets.
- B. Dan Martindale reminded members to save the date for the ribbon cutting for the southeast WIC office. This event is scheduled for February 1, 2018, to take place from 10:00 a.m. - 2:00 p.m. The building will initially be focused on providing WIC services, but there will be a community meeting room for appropriate groups and organizations connected to the RISE coalition. The goal is to increase access for community members. There may be outreach clinics for residents held at the new building, once building capacity is evaluated.

Medical Director's Report – *Christine Nevin-Woods, D.O.*

- A. As this is an off-cycle meeting, the [Medical Director's Report](#) is available online and was provided to Board of Health members in their packets.

Public Comment:

None.

Next Board of Health meeting

January 24, 2018, 7:30 a.m. - 10:00 a.m., located in the John Snow/Milton Miller conference room.
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