

EL PASO COUNTY PUBLIC HEALTH
March 28, 2018
BOARD OF HEALTH MINUTES

The El Paso County Board of Health met at 1675 West Garden of the Gods Road, Colorado Springs, Colorado, March 28, 2018. Kari Kilroy, President, called the meeting to order at 7:30 a.m.

Board of Health Members:

Kari Kilroy, President
James Terbush, Vice President
Victoria Broerman
Robert Bux
Longinos Gonzalez
Peg Littleton
Richard Skorman
Doris Ralston
Sam Gieck

Directors Present:

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

Others Present at Regular Session:

Lori Seago	Kathi Schwan	Elaine Johnsen	Jakob Rodgers	Bex Petros
Kat McGarvy	Donna Dunkley	Chelsea Stevens	Robyn Weber	Aimee Hemmer

Approval of Agenda

Kari Kilroy asked for approval of the agenda.

MOVED: by Doris Ralston seconded by Robert Bux to approve the agenda for the March 28, 2018 meeting.

MOTION CARRIED UNANIMOUSLY.

Board of Health Comments

Sam Gieck, new Board of Health member introduced himself to the board.

Kari Kilroy learned that the group “Parents opposed to pot” is planning to put PSAs in local papers on April 19, 2018 referencing the resolution the El Paso County Board of Health passed in 2014 opposing the legalization of recreational marijuana in El Paso County.

At the Board of County Commissioners meeting on Thursday, March 29, 2018, Commissioner Littleton is sponsoring a proclamation recognizing Pikes Peak Suicide Prevention's 25th Anniversary

Approval of Board of Health Minutes

MOVED: by James Terbush seconded by Longinos Gonzalez to ratify the minutes from the February 28, 2018 Board of Health meeting, pending amendments as requested following discussion.

MOTION CARRIED UNANIMOUSLY.

Finance and Budget

A. February 2018 Financial Report – Revenues are running slightly behind, but Elaine Johnsen stated that this is not concerning. Original adopted budget is identical to the revised budget because there have not been any changes yet. Currently revenue is \$993,473 ahead of expenditures.

MOVED: by Robert Bux seconded by Richard Skorman to approve the financial report for February 2018, pending audit.

MOTION CARRIED UNANIMOUSLY.

B. Elaine Johnsen reviewed the 2016 fund balance policy. Public Health has a very robust fund balance. Public Health’s fund balance is unrestricted. The appropriate minimum level of unrestricted fund balance is to be maintained at 18-21 percent of reserve to budget. These funds can be used for declared emergencies, or if revenues lag more than four percent or a board of health determined one-time cost. Public Health currently has a 32 percent fund balance.

If EPCPH had to shut down due to an emergency (all staff involved), it would cost \$45,000 per day.

How much fund balance is too much? It’s better to plan to use the money appropriately, rather than have external funders resisting funding because of reserve balance. Public Health fund balance is high.

James Terbush would like to set aside some restricted funds. He stated that County has set aside one million dollars to address emergencies. Elaine Johnsen indicated that creating additional layers of restriction is not advisable. The County set aside approximately one third of one percent of their reserve balance, or one million dollars of a 300-million-dollar reserve. During Waldo and Black Forest, we were able to do continuity of operations (continue serving client’s needs). If there were a huge disaster, we would not be relying completely on the county – State and Federal support would be accessed.

The Board of Health has the ability to pull reserve funds for emergencies. Elaine Johnsen recommended against further restricting a portion of the fund balance.

Resolutions

Joint Resolution designating April 2-8, 2018, as National Public Health Week

MOVED: by Victoria Broerman seconded by Longinos Gonzalez to approve the Joint Resolution designating April 2-8, 2018, as National Public Health Week.

Resolution to Approve Public Hearing for Amended Onsite Wastewater Treatment Systems (OWTS) Regulation

The purpose of the OWTS program is to protect our citizens. Members of the Environmental Health Division met with stake holders at technical advisory group meetings every other month for the past year to discuss the best possible regulations for all stakeholders. This resolution sets a date for the hearing to take place at the April Board of Health meeting.

MOVED: by Peggy Littleton seconded by Richard Skorman to approve the Resolution to Approve Public Hearing for Amended OWTS Regulation.

Director's Report – *Dan Martindale*

- A. Staff Immunizations - Staff have worked hard on developing the best possible policy, as well as discussing with the Board of County Commissioners, to protect our staff and clients. Immunizations will depend on staff position. Some staff will not require any immunizations. Those requiring immunizations are mostly clinical, medical and outreach positions.

For current staff, EPCPH will cover their co-pays. New staff will be responsible for their own immunizations. There may be exemptions determined by the Medical Director. This is a standard of care for healthcare workers.

- B. Expenditures from Reserve - Board members were given an itemized list of expenditures proposed to be taken from the reserve fund. If the board approved all the items on the list, it will bring the EPCPH fund balance to 25 percent.

Board members took a show of hands and indicated that they would support all the items on the proposed list with the exception of re-accreditation fees of \$35,000.

Elaine Johnsen will bring a resolution to the Board of Health in April to appropriate that amount with an attachment identifying line items. She indicated that the resolution would be to ratify the approval expressed at today's meeting, the board stated that Public Health could begin to move forward on purchasing the items that were approved.

- C. Tom Gonzales provided a report on Public Health efforts on the Midway Carson fire and the ensuing tetanus clinic.

Public Comment:

None.

Next Board of Health meeting

April 25, 2018, 7:30 a.m. - 10:00 a.m., located in the John Snow/Milton Miller conference room.
28 March 2018-BOH/KSchwan