



TM/SM

HEALTH DEPARTMENT

Serving Crowley & Otero Counties

Executive Director

Richard Ritter

Program Directors

Aaron Olivieri, Training
Susan Workman, Nursing
Jo Jancar, WIC
John Miller, Business
Dr. Janell Maier, Epidemiology
Michael Mustain, Tobacco Control
Su Korbitz, Environmental
Kristin Carpenter, Communities That Care

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OTERO COUNTY BOARD OF HEALTH MEETING

SEPTEMBER 24th, 2019, 11:00 a.m.

OJC STUDENT CENTER, ROOM 120

LA JUNTA, COLORADO

(Lunch starts at 11:00 a.m.)

AGENDA

1. Call to Order
2. Public Notice Posting (Pursuant to C.R.S. 25-1-509(2)(f) & C.R.S. 24-6-402 (2)(c))
3. Public Comments for Items not on the Agenda: At the discretion of the Chair, comments may be limited regarding time allowed.
4. Consent Agenda (ACTION ITEM)
 - A. Approval of Minutes
 - a. May 28th, 2019 Regular BOH Meeting
 - B. Contract Ratification (Pursuant to C.R.S. 25-1-508 (5)(k) & C.R.S. 25-1-511 (3))
 - a. 2019/2020 CDPHE WIC Contract Amendment #1
 - Amendment Contract Number: 20 FHLA 140885
 - Purpose: CDPHE support for OCHD's WIC Program.
 - Status: Partially Executed
 - Term: 10/1/2019-9/30/2020
 - Amount: \$168,502 (including state meeting funds)
 - ✓ Increase of \$3,848 over the previous term's amount of \$164,654.
 - b. 2019-2020 CDPHE CTC Option Letter #1
 - Option Letter Contract Number: 2018*3420 Option Letter #1
 - Purpose: CDPHE support for OCHD's CTC Program.
 - Status: Fully Executed
 - Term: 7/1/2019 – 6/30/2020
 - Amount: \$187,367.00
 - ✓ No change over the previous term's amount.

- c. 2019-2020 CDPHE Division of Environmental Health and Sustainability Option Letter #1
 - Option Letter Contract Number: 17 FEFA 91090 Option Letter #1
 - Purpose: CDPHE direction and support (through the OPPI Contract) for OCHD's Environmental Services Program.
 - Status: Fully Executed
 - Term: 7/1/2019-6/30/2020
- d. 2019-2020 Healthy Communities (EPSDT) Contract Amendment #4
 - Contract #: 20160000000000000021A4
 - Purpose: HCPF support for OCHD's regional Healthy Communities Program.
 - Status: Partially Executed
 - Term: 7/1/2019-6/30/2020
 - Amount: \$87,000.00
 - ✓ No change over the previous contract amount.
- e. 2019 Crowley County Public Health/Environmental Services Contract
 - Purpose: Annual public health services contract with Crowley County.
 - Status: Fully Executed
 - Term: 1/1/2019 – 12/31/2020
 - Amount: \$16,197.00 (not including CDPHE OPP funds)
- f. 2019-2020 Collaborative Management Program MOU (1451 Collaborative)
 - Purpose: Fosters communication, collaboration, and cooperation between service delivery agencies.
 - Status: Partially Executed
 - Term: 7/1/2019-6/30/2020
- g. 2019-2020 STEPP/Baca County Public Health Department Contract for Services
 - Purpose: CDPHE support (via OCHD pass-through) for Baca County Public Health Department tobacco control program activities.
 - Status: Fully Executed
 - Term: 7/1/2019-6/30/2020
 - Amount: \$5,000.00
 - ✓ No change over the previous contract amount.
- h. 2019-2020 STEPP/Bent County Public Health Department Contract for Services
 - Purpose: CDPHE support (via OCHD pass-through) for Bent County Public Health Department tobacco control program activities.
 - Status: Fully Executed
 - Term: 7/1/2019-6/30/2020
 - Amount: \$5,000.00
 - ✓ No change over the previous contract amount.

- i. 2019-2020 STEPP/Cheyenne County Public Health Department Contract for Services
 - Purpose: CDPHE support (via OCHD pass-through) for Cheyenne County Public Health Department tobacco control program activities.
 - Status: Fully Executed
 - Term: 7/1/2019-6/30/2020
 - Amount: \$5,000.00
 - ✓ No change over the previous contract amount.
- j. 2019-2020 STEPP/Kiowa County Public Health Department Contract for Services
 - Purpose: CDPHE support (via OCHD pass-through) for Kiowa County Public Health Department tobacco control program activities.
 - Status: Fully Executed
 - Term: 7/1/2019-6/30/2020
 - Amount: \$5,000.00
 - ✓ No change over the previous contract amount.
- k. 2019-2020 STEPP/Las Animas-Huerfano District Health Department Contract for Services
 - Purpose: CDPHE support (via OCHD pass-through) for Las Animas-Huerfano District Health Department tobacco control program activities.
 - Status: Fully Executed
 - Term: 7/1/2019-6/30/2020
 - Amount: \$10,000.00
 - ✓ No change over the previous contract amount.
- l. 2019-2020 STEPP/Prowers County Public Health Department Contract for Services
 - Purpose: CDPHE support (via OCHD pass-through) for Prowers County Public Health Department tobacco control program activities.
 - Status: Fully Executed
 - Term: 7/1/2019-6/30/2020
 - Amount: \$5,000.00
 - ✓ No change over the previous contract amount.
- m. 2019-2020 CCPD AVFP & VWHS Partnership Agreement
 - Purpose: CDPHE support (via LA/HDHD & OCHD pass-through) for AVFP & VWHS CCPD activities.
 - Status: Fully Executed
 - Term: 6/1/2019-6/30/2020
 - Amount: \$8,500 each entity
- n. 2019-2022 Otero Junior College (OJC) Child Development Services (CDS) Memorandum Of Understanding (MOU)
 - Purpose: Agreement with OJC CDS to facilitate cooperation and collaboration with OCHD programs.
 - Status: Partially Executed
 - Term: 9/1/2019-8/31/2022

C. Grants

a. 2019-2020 CDPHE Indoor Radon Grant

- Purpose: CDPHE support for OCHD's efforts around radon education, awareness, training, and reporting.
- Status: Submitted, awaiting reply.
- Term: 10/1/2019-9/30/2020

b. CDPHE 1306 Brownfields Cleanup Plaza Block Building, City of La Junta

- Purpose: CDPHE financial support to remediate the Plaza Block building in La Junta, if funded OCHD will serve as the fiscal administrator and possibly receive OCHD's 2019 approved indirect rate.
- Status: Submitted, awaiting reply.
- Note: Rebecca Goodwin approached R. Ritter and asked if OCHD would be the fiscal administrator, to which R. Ritter agreed.

D. Approval of Consent Agenda and Approval/Ratification of Items Therein

5. Old Business

A. None

B. Addendum/Addenda

6. New Business

A. Budget (Pursuant to C.R.S. 25-1-508 (5)(k) & C.R.S. 25-1-511 (3))

a. Financial Summary Report

- May 2019
- June 2019
- July 2019
- August 2019

b. Approval of Expenditures (ACTION ITEM)

- May 2019
- June 2019
- July 2019
- August 2019

c. 2018 OCHD Fiscal Performance (based upon Tyler Financial Reports)

d. Fund Balance Importance

e. Fund Balance Multi-Year Perspective 2001-2018

f. Fund Balance Recommended Amounts

g. 2019/2020 OCHD Budget Approval and Adoption (ACTION ITEM)

- Version 2019.2020.02

B. Personnel

a. Mike Mustain Retirement

b. Donna Starck, Tobacco Control Program Director

C. Otero County Government Positive Work Climate

D. Executive Director Responsibilities Review

E. Addendum/Addenda

7. Program Reports
 - A. Public Health Training, Aaron Olivieri
 - B. Nursing, Susan Workman
 - C. Tobacco Control, Mike Mustain
 - D. Environmental Services, Su Korbitz
 - E. DCEP, Dr. Janell Maier
 - F. EPR, Rick Ritter
 - G. Vital Statistics, John Miller
 - H. WIC, Rick Ritter
 - I. CTC, Kristin Carpenter
8. Executive Session (ACTION ITEM)
 - A. Personnel: Executive Director's Annual Evaluation
 - a. Citation authorizing executive session: C.R.S. 24-6-402(4)(f)(I)
9. Adjournment