



TM/SM

# HEALTH DEPARTMENT

*Serving Crowley & Otero Counties*

**Executive Director**

Richard Ritter

**Program Directors**

Chris Coffield, Training

Marie Menges, Nursing

Jo Jancar, WIC

John Miller, Business

Dr. Janell Maier, Epidemiology

Donna Starck, Tobacco Control

Su Korbitz, Environmental

Dee Leyba, Communities That Care

Arlene Cooke, OD2A

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**OTERO COUNTY BOARD OF HEALTH MEETING  
JANUARY 31<sup>st</sup>, 2023, 11:00 a.m.  
OTERO COUNTY COURTHOUSE, ROOM 107  
LA JUNTA, COLORADO**

**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)(I), & C.R.S. 24-6-402(2)(c)(III))
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. December 13<sup>th</sup>, 2022 Regular BOH Meeting
  - B. Contract Ratification (Pursuant to C.R.S. 25-1-508 (5)(k) & C.R.S. 25-1-511 (3))
    - a. 2022-2027 CDPHE Master Task Order Contract Amendment #1
      - Master Task Order Contract Number: 23 FAA 00038 AMD1
      - Purpose: Master contract with CDPHE that contains standard, ‘boiler plate’ language.
      - Status: Fully executed.
      - Term: 2022-2027
  - C. Grants
    - a. HRSA Peer Support Grant, TSRG Letter of Commitment
      - Purpose: OCHD support for the HRSA Peer Support grant, if funded.
      - Status: Fully executed
      - Term: TBD
  - D. Approval of Consent Agenda and Approval/Ratification of Items Therein:
5. Old Business
  - A. None
  - B. Addendum/Addenda

6. New Business

- A. HRSA Grants, Arlene Cooke, Terri Schreiber
- B. CITI Training, Arlene Cooke
- C. Budget (Pursuant to C.R.S. 25-1-508 (5)(k) & C.R.S. 25-1-511 (3))
  - a. Financial Summary Report
    - November 2022
    - December 2022
  - b. Approval of Expenditures (ACTION ITEM)
    - November 2022
    - December 2022
  - c. 2022 Crowley County Per Capita Contribution: Crowley County has contributed \$16,197 to OCHD for its 2022 local per capita contribution. This support amounts to \$3.00 per capita, which matches Otero's contribution. This contribution satisfies the statutory requirement found at C.R.S. 25-1-512 (1)(b)(I).
  - d. 2022 Otero County Per Capita Contribution: Otero County has contributed \$56,493 to OCHD for its 2022 local per capita contribution. This support amounts to \$3.00 per capita, which matches Crowley's contribution. This contribution satisfies the statutory requirement found at C.R.S. 25-1-512 (1)(b)(I).
- D. Personnel
  - a. New Personnel
    - Kristine Phillips, CTC Program Assistant
  - b. Status Change
    - Jade Mora-Menges, Part-Time to Full-Time
- E. Tim Knabenshue, New Otero County Commissioner
- F. Jim Baldwin, Newly Appointed Ex-Officio BOH Member
- G. 2023 Crowley & Otero Counties Approved Holidays
- H. 2023 Public Notice Posting Placements (Pursuant to C.R.S. 24-6-402(2)(c) (ACTION ITEM))
- I. Dr. Jennifer House Resignation
- J. El Pomar/CTC Community Grants, Dee Leyba
- K. 12/30/2022 Child Fatality Prevention System (CFPS) Case Review
- L. 2022 Financial Risk Management System (FRMS) Invoice Review
- M. Addendum/Addenda

7. Program Reports

- A. CTC, Dee Leyba
- B. DCEP, Dr. Janell Maier
- C. Environmental Services, Su Korbitz
- D. EPR, Rick Ritter
- E. Nursing, Marie Mora-Menges
- F. OD2A, Arlene Cooke
- G. STEPP, Donna Starck
- H. Training, Chris Coffield
- I. Vital Statistics, John Miller
- J. WIC, Rick Ritter

8. Executive Session (ACTION ITEM)
  - A. None Scheduled
9. Adjournment