

HEALTH DEPARTMENT

Serving Crowley & Otero Counties



TM/SM

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
Cassandra Rogers, Regional Health Connector
Kristin Carpenter, Communities That Care

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OTERO COUNTY BOARD OF HEALTH MEETING JANUARY 29th, 2019, 11:15 a.m. OJC STUDENT CENTER, ROOM 120 LA JUNTA, COLORADO

- Members Present:** Dr. Paul Yoder, President and Medical Officer
Dr. R.J. Nelson, Vice President
Dr. David Trujillo
Shamay Smith
Kelly Lotrich
- Member(s) Absent:** Nathan Shultz
- Ex Officio:** Richard Ritter, BOH Secretary, OCHD Executive Director
John Hostetler, Otero County Commissioner
Amy White-Tanabe, Otero County Administrator
- Government:** Blaine Arbuthnot, Crowley County Commissioner
- OCHD Staff:** John Miller, Business Manager
Susan Workman, Nursing Program Director
Mike Mustain, Tobacco Control Program Director
Dr. Janell Maier, Regional Epidemiologist
Aaron Olivieri, Regional Trainer
Su Korbitz, Environmental Services Program Director
Kristin Carpenter, Communities That Care Program Director
Shurrell Ramsay, Public Health Nurse
Jeremy Hill, AmeriCorps Member
- OJC Interns:** Holly Carter
Stacy Steinbeck

MINUTES

1. Call to Order: A quorum being present, the meeting was called to order by P. Yoder.
2. Public Notice Posting (Pursuant to C.R.S. 25-1-509(2)(f) & C.R.S. 24-6-402 (2)(c)): The agenda was posted in the designated public locations in all OCHD offices on 1/25/2019.

3. Public Comment: There were no public comments for items not on the agenda.
4. Consent Agenda
 - A. Approval of Minutes
 - a. 11/27/2018 Regular BOH Meeting
 - B. Contract Ratification (Pursuant to C.R.S. 25-1-508 (5)(k) & C.R.S. 25-1-511 (3))
 - a. 2018/2019 CDPHE PBG Regional Worksite Wellness/CVD Screenings Purchase Order
 - Purpose: CDPHE support for OCHD’s regional worksite wellness and cardiovascular disease prevention efforts
 - Status: Fully Executed
 - Term: 10/12/2018-9/30/2019
 - Amount: \$50,000.00
 - C. Ratification: K. Lotrich moved to approve the consent agenda and approve/ratify the items therein, S. Smith seconded, motion carried.
5. Old Business
 - A. None
6. New Business: The following information was provided by R. Ritter:
 - A. Budget
 - a. Financial Summary Report (Based upon Tyler Financial Systems reports dated 1/24/2019)
 - November 2018

✓ Revenues:	\$133,767.20
✓ Expenditures:	\$110,620.73
✓ Surplus:	\$23,146.47
✓ Fund Balance:	\$1,170,930.30
 - December 2018

✓ Revenues:	\$9,579.76
✓ Expenditures:	\$119,177.84
✓ Deficit:	\$109,598.08
✓ Fund Balance:	\$1,061,332.22
 - ✓ Note: The October 2018 receipts amounted to \$226,224.34, which yielded an unusually high surplus for that month of \$120,612.83. R. Ritter highlighted the large surplus at the 11/27/2018 BOH meeting, and said he anticipated (based upon experience) an unusually low month for receipts within the next 2-3 months.
 - b. Approval of Expenditures: D. Trujillo moved to approve the November 2018 and December 2018 expenditures in the amounts of \$110,620.73 and \$119,177.84 respectively, R. Nelson seconded, motion carried.
 - c. 2018 Actual Expenditure Percent Used: The 12/31/2018 Expenditure Guideline (dated 1/24/2019) reports that OCHD only expended 93.9 % of its approved 2018 budget. For comparison purposes, in 2017 OCHD expended 93.7% of its approved budget and in 2016 the actual expenditure percent used was 94.2%.

- d. 2018 Crowley County Per Capita Contribution: Crowley County has generously contributed \$16,197 to OCHD for its 2018 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).
- e. 2018 Otero County Per Capita Contribution: Otero County has generously contributed \$56,493 to OCHD for its 2018 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).
- f. Federal Government Shutdown: The most recent federal government shutdown of 35 days did not have negative financial impacts on OCHD.

B. Personnel

- a. Su Korbitz and Tony Harviston Positive Feedback: On 12/14/2018 an e-mail from Sarah Garber, of CDPHE, read as follows: "You are the best! Damn, you have so much you do for your community. Thank you for all you do!" This comment was in response to a recent accounting of Su and Tony's environmental service activities.
- b. Amy White-Tanabe: Mrs. Tanabe has been appointed as the Otero County Administrator, replacing Jean Hinkle.
- c. BOH Ex-Officio Appointments: Commissioner John Hostetler and Amy White-Tanabe have been appointed as Ex-officio BOH members by the Otero County Commissioners, replacing Kevin Karney.

C. New CDPHE Executive Director: Jill Hunsaker Ryan has been appointed by Governor Polis as the new Executive Director of CDPHE. Ms. Ryan is a two-term Eagle County Commissioner, and a public health professional with more than two decades of experience in the field. She is the current President of Colorado Communities for Climate Action and past Vice President of the Colorado Board of Health. Before becoming Commissioner, Ryan managed Eagle County's Public Health Agency and is the former Director of the Office of Health Disparities at CDPHE.

- D. Homemaker Program Discontinuance: Over the last few years clients for OCHD's Homemaker Program have been greatly reduced. R. Ritter has decided to discontinue the program. Some of the compelling reason to take this action include the following:
- a. Currently there is only one client, she is only seen once per month, and the only service OCHD provides is vacuuming. She has other options available, such as other home care agencies or hiring a private provider.
 - b. OCHD currently only has one part-time provider, Lynda Eckels. R. Ritter's intention is to keep Mrs. Eckels on as part-time office support when needed. This will necessitate a job description change, which R. Ritter will arrange with county HR. Thus, no layoffs will be required.
 - c. Numerous private sector businesses can accommodate the need for homemakers, thus OCHD's continued involvement would amount to competition with the private sector.
 - d. Administrative burden has steadily been increasing over the past few years, and currently it is not commensurate with the level of service OCHD provides.
 - e. A recent cost analysis yielded negative results.

- f. This program is not public health/population based, it is a direct service with no population-based benefit.

Susan Workman and John Miller both agree with this action and the reasons given. R. Ritter's intent is to discontinue the program effective 3/1/2019. The BOH voiced no objections to the termination of the program.

- E. State Funding Formula Committee: R. Ritter has been appointed to a state public health funding formula committee that will consider the formula that distributes CDPHE OPPI funds to LPHAs.
- F. Public Health Transformation Efforts: At the 2018 Public Health in the Rockies conference, Colorado's public health directors, CALPHO, and CDPHE agreed to move forward with the opportunity to align Colorado's public health core services with the National Foundational Public Health Framework. Those in attendance agreed that this is a viable means of obtaining additional funds from the state, as has been the case with the states of Washington and Oregon. This process involves defining what are core capabilities (cross-cutting) and core services via focus groups, vetting these definitions through the state's public health directors, securing approval from the Public Health Transformation Steering Committee, and requesting that these new definitions be codified into the Code of Colorado Regulations by the state's Board of Health. Alongside this, a cost assessment will be done to determine an approximate cost of performing local public health in Colorado, with the potential to request more funds from the state. R. Ritter has been appointed to the steering committee, and has been asked to testify before the state Board of Health.
- G. December 2018 Child Fatality Prevention System Case Review: On 12/7/2018 the Crowley/Otero CFPS RT met to review a child fatality. The prevention recommendations were to use April 2019, which is National Child Abuse Prevention Month, to make a special effort to do outreach and awareness regarding never shaking a baby, and contacting the Center for Relationship Education regarding possible teen pregnancy prevention and parenting resources. A radio PSA has already been generated and broadcast.
- H. HB19-1033 Testimony: R. Ritter respectfully requests that the BOH support HB19-1033, which is entitled "Local Governments May Regulate Nicotine Products" and concerns local governments' authority to regulate products containing nicotine. R. Ritter has been asked to testify on 1/30/2019 in behalf of HB19-1033, and he may go to Denver to deliver testimony. D. Trujillo moved to approve a position of support for HB19-1033, S. Smith seconded, motion carried.
- I. Local Immunization Rates: At the 11/27/18 BOH a request for information on local immunization rates was made, and R. Ritter said he would locate and e-mail this information to the BOH. On 1/24/2018 R. Ritter e-mailed the requested information to the BOH distribution list.

- J. Local Opioid Abuse: At the 11/27/18 BOH a request for information on local opioid abuse was made, and R. Ritter said he would locate and e-mail this information to the BOH. On 1/24/2018 R. Ritter e-mailed the requested information to the BOH distribution list.
 - K. 2019 Crowley & Otero Counties Approved Holidays: The list of approved Crowley & Otero County Government holidays was e-mailed to the BOH on 1/24/2019. On those days respective OCHD offices will be closed.
 - L. 2019 Public Notice Posting Placements (Pursuant to C.R.S. 24-6-402(2)(c) (ACTION ITEM): This law requires the BOH to annually review and approve where the public placement of the BOH agendas will be located prior to BOH meetings. Previously, the BOH has approved the lobby area for the La Junta and Rocky Ford offices and outside the door to the Ordway office. These locations are conspicuous to the public, and R. Ritter recommends these same positions to the BOH for 2019. S. Smith moved to approve the 2018 locations for 2019, K. Lotrich seconded, motion carried.
 - M. Dr. David Trujillo BOH Reappointment: Dr. Trujillo has been reappointed by the Otero County Commissioners to the BOH for another 5 year term, specifically 1/1/2019-12/31/2023.
 - N. Nathan Shultz, J.D., BOH Appointment: Mr. Shultz has been appointed to fill the unexpired term of Mike Nicklos, who resigned from the BOH effective 1/1/2019. Mr. Shultz's initial term expires 12/31/2021.
 - O. Addendum/Addenda: None
7. Program Reports
- A. Public Health Training, Aaron Olivieri: General Information.
 - B. Nursing, Susan Workman: General Information.
 - C. Tobacco Control, Mike Mustain: General Information.
 - D. Environmental Health, Su Korbitz: General Information.
 - E. DCEP, Dr. Janell Maier: General Information.
 - F. EPR, Rick Ritter: No report.
 - G. Vital Statistics, John Miller: No report.
 - H. WIC, Rick Ritter: No report.
 - I. RHC, Cassandra Wyckoff: General Information.
 - J. CTC, Kristin Carpenter: General Information.
8. Executive Session: Not requested nor required.
9. Adjournment: With no further business, P. Yoder adjourned the meeting.

Respectfully Submitted,



Richard Ritter
Secretary, Otero County Board of Health
Executive Director, Otero County Health Department