



TM/SM

HEALTH DEPARTMENT

Serving Crowley & Otero Counties

Executive Director

Richard Ritter

Program Directors

Chris Coffield, RHC

Marie Mora-Menges, Nursing/WIC

John Miller, Business

Dr. Janell Maier, Epidemiology/EPR

Donna Starck, Tobacco Control

Su Korbitz, Environmental

Dee Leyba, CTC

Chris Menges, SUD

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OTERO COUNTY BOARD OF HEALTH MEETING

JANUARY 28th, 2025, 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: Citizens may address the Board of Health (BOH) on items that are on the agenda or not on the agenda. Items of a personal nature may not be discussed. Personnel-related matters shall be directed through the appropriate chain of command. You will be asked to state your name prior to your comment. Neither BOH members nor health department staff should be expected to engage in discussions or debate with any speaker. The BOH may direct staff to follow-up with certain matters. Out of respect for the BOH and others in attendance, please limit your comments to three (3) minutes or less. The total time allotted shall not exceed 30 minutes per BOH meeting, unless prior arrangements are made.
4. Consent Agenda (ACTION ITEM)
 - A. Approval of Minutes
 - a. September 24th, 2024, Regular BOH Meeting
 - B. Contract Ratification (Pursuant to C.R.S. 25-1-508 (5)(k) & C.R.S. 25-1-511 (3))
 - a. 2025 CDPHE STEPP Option Letter #2
 - Option Letter Contract Number: 2024*0238 Option Letter #2
 - Purpose: CDPHE support for OCHD's Tobacco Control Program.
 - Status: Fully Executed
 - Term: 1/1/2025-6/30/2025 (6 months)
 - Amount: \$142,880.00

- b. 2024-2025 CDPHE WIC Task Order
 - Task Order Number: 2025*0256
 - Purpose: CDPHE support for OCHD's WIC Program.
 - Status: Fully Executed
 - Term: 10-1-2024-9/30/2025
 - Amount: \$181,922.00
 - ✓ Decrease of \$6,421 over the previous contract amount of \$188,343.00 (not including \$7,500 of computer replacement funds).
- c. 2024-2025 LJPS.CSU PRC.SECOR MOU
 - Purpose: SECOR support (through OCHD) for the school district's AV-SAPIP participation and activities.
 - Status: Partially Executed
 - Term: 2024-2025
 - Amount: \$10,045.00
 - Note: At the 9/24/2024 BOH meeting, it was explained that the CTC/CSU SECOR grant is a one-time payment in full, and not on a monthly cost-reimbursement structure. The entire \$588,311.60 has already been deposited and will be drawn down to support grant deliverables such as school district participation and the CSU PRC's work and support.
- d. 2024-2025 LAPS.CSU PRC.SECOR MOU
 - Purpose: SECOR support (through OCHD) for the school district's AV-SAPIP participation and activities.
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 - Term: 2024-2025
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C. 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
 - September 2024
 - October 2024
 - November 2024
 - December 2024
 - b. Approval of Expenditures (ACTION ITEM)
 - September 2024
 - October 2024
 - November 2024
 - December 2024
 - c. 2024/2025 OCHD Budget Version 3.0 Approval and Adoption (ACTION ITEM)
 - Version 2024.2025.3
 - B. Personnel
 - a. Vicki Powell, Crowley County Commissioner
 - b. New Personnel
 - Jeff Richardson, PRSS Trainee
 - c. Positive Vibes
 - Debra Jaramillo
 - C. 2025-2029 Community Health Assessment (CHA)/Public Health Improvement Plan (PHIP) Review and Approval (ACTION ITEM)
 - D. 2023-2024 OCHD WIC Annual Contractor Performance Evaluation
 - E. November 2024 Blizzard Emergency Shelter
 - F. OCHD's 100th Anniversary in 2025
 - G. 2025 Regular BOH Meeting Dates, Times, and Location (ACTION ITEM)
 - H. Reappointment of Dr. Yoder to BOH (ACTION ITEM)
 - I. 2025 OCHD Medical Officer Approval/Renewal (ACTION ITEM)
 - J. 2025 BOH Officers' Election (ACTION ITEM)
 - K. 2025 Required BOH Training
 - L. 2025 Executive Director Succession Plan (ACTION ITEM)
 - M. Addendum/Addenda
- 7. Program Reports
 - A. CTC, Dee Leyba
 - B. Environmental Services, Su Korbitz
 - C. DCEP/EPR, Dr. Janell Maier
 - D. Nursing/WIC, Marie Mora-Menges
 - E. STEPP, Donna Starck
 - F. RHC, Chris Coffield
 - G. Vital Statistics, John Miller
 - H. SUD, Chris Menges
- 8. Adjournment