



TM/SM

HEALTH DEPARTMENT

Serving Crowley & Otero Counties

Executive Director
Richard Ritter

Program Directors
Chris Coffield, RHC
Marie Mora-Menges, Nursing
Jo Jancar, WIC
John Miller, Business
Dr. Janell Maier, Epidemiology/EPR
Donna Starck, Tobacco Control
Su Korbitz, Environmental
Dee Leyba, CTC
Arlene Cooke, SUD

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OTERO COUNTY BOARD OF HEALTH MEETING

JULY 25th, 2023, 11:00 a.m.

OTERO COUNTY COURTHOUSE, ROOM 107

LA JUNTA, COLORADO

- Members Present:** Dr. Paul Yoder, President and Medical Officer
Dr. R.J. Nelson, Vice President
Dr. David Trujillo
- Member(s) Absent:** Mark McCuistion
Lindsey Hart
- Ex Officio:** Jim Baldwin, Otero County Commissioner
Richard Ritter, BOH Secretary, OCHD Executive Director
Amy White-Tanabe, Otero County Administrator
- Government:** Blaine Arbuthnot, Crowley County Commissioner
Terry McMillian, Crowley County Commissioner
Roy Elliott, Crowley County Commissioner
Rob Oquist, Otero County Commissioner
Tim Knabenshue, Otero County Commissioner
- OCHD Staff:** Marie Mora-Menges, Nursing Program Director
Chris Coffield, RHC
Arlene Cooke, SUD Program Director
Tony Harviston, Environmental Services Program Assistant
Dee Leyba, CTC Program Director
Dr. Janell Maier, Disease Prevention & Control/EPR Program Director
John Miller, Business Manager
Kristine Phillips, CTC Program Assistant
- Guests:** Christine Charron, Southern Colorado Health Network
Sarah Money, Southern Colorado Health Network
Matthew Fischer, Southern Colorado Health Network
Brandy Kinslow, Rural Recovery Network
Terri Schreiber, The Schreiber Research Group (TSRG)
Kristin Carpenter, Colorado Consortium for Drug Misuse Prevention

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)(I), & C.R.S. 24-6-402(2)(c)(III)): The 2023 BOH meeting schedule was posted on the BOH website on 12/15/2022, and this agenda was posted in the designated public locations in all OCHD offices and on the BOH website on 7/21/2023.
3. Public Comment: There were no public comments for items not on the agenda.
4. Consent Agenda (ACTION ITEM)
 - A. Approval of Minutes (previously sent on 6/1/2023 & 7/20/2023)
 - a. May 30th, 2023 Regular BOH Meeting
 - B. Contract Ratification (Pursuant to C.R.S. 25-1-508 (5)(k) & C.R.S. 25-1-511 (3))
 - a. 2023-2024 CDPHE STEPP Task Order
 - Task Order #: 2024*0238
 - Purpose: CDPHE direction and support for OCHD's regional Tobacco Control Program.
 - Status: Partially Executed
 - Term: 7/1/2023-6/30/2024
 - Amount: \$450,000.00
 - ✓ Increase of \$74,328 over the previous contract amount of \$ 375,672.
 - b. 2023-2027 CDPHE/OPHP/CDC Infrastructure Task Order
 - Task Order #: 2024*0715
 - Purpose: CDPHE/OPHP/CDC support and direction for OCHD's staff infrastructure.
 - Status: Fully Executed
 - Term: 7/1/2023-11/30/2027
 - Amount: \$358,726.00
 - ✓ New funding.
 - c. 2023-2024 Crowley County Collaborative Management Program (CMP) Memorandum of Understanding (MOU)
 - Purpose: Colorado Revised Statutes (C.R.S.) Section 24-1.9-102 authorizes the county department of human services/social services to enter memorandums of understanding with specific agencies for the purpose of promoting a collaborative system of local-level interagency oversight groups and individualized service and support teams to coordinate and manage the provision of services to children and families who would benefit from integrated multi-agency services.
 - Term: 7/1/2023-6/30/2024
 - d. 2023-2024 Otero County Collaborative Management Program (CMP) Memorandum of Understanding (MOU)
 - Purpose: Colorado Revised Statutes (C.R.S.) Section 24-1.9-102 authorizes the county department of human services/social services to enter memorandums of understanding with specific agencies for the purpose of promoting a collaborative system of local-level interagency oversight groups and individualized service and

support teams to coordinate and manage the provision of services to children and families who would benefit from integrated multi-agency services.

➤ Term: 7/1/2023-6/30/2024

C. Approval of Consent Agenda and Approval/Ratification of Items Therein: R. Nelson moved to approve the consent agenda and ratify the items therein, D. Trujillo seconded, motion carried.

5. Old Business

A. None

B. Addendum/Addenda: None

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 (Based upon Tyler Financial Systems reports dated 7/21/2023)

➤ May 2023

- ✓ Revenues: \$30,274.64
- ✓ Expenditures: \$164,826.03
- ✓ Deficit: \$134,551.39
- ✓ Fund Balance: \$2,234,487.29

➤ June 2023

- ✓ Revenues: \$264,073.75
- ✓ Expenditures: \$162,785.32
- ✓ Surplus: \$101,288.43
- ✓ Fund Balance: \$ 2,335,775.72

b. Approval of Expenditures (ACTION ITEM): D. Trujillo moved to approve the May 2023 and June 2023 expenditures in the amounts of \$164,826.03 and \$162,785.32 respectively, R. Nelson seconded, motion carried.

c. FY2022-2023 WIC Increased Funding: At the 5/30/2023 BOH Meeting R. Ritter shared with the BOH that he had requested additional funding from CDPHE WIC to cover both direct and indirect costs for OCHD's WIC Program. On 6/8/2023 R. Ritter received an email stating that CDPHE WIC would increase the current contract term's amount by \$10,000.

d. 2022 WIC Voucher Total: For CY 2022, OCHD's WIC Program had \$556,082.84 WIC vouchers redeemed.

e. OCHD 2024 Budget: Last year, Otero County departmental budgets were due to county administration by mid-September. CRS 25-1-511(4) states "On or before September 1, 2008, and on or before September 1 of each year thereafter, a county board of health shall estimate the total cost of maintaining the county public health agency for the ensuing fiscal year, and the amount of moneys that may be available from unexpended surpluses or from state or federal funds or other grants or donations. On or before September 1 of each year, the estimates shall be submitted in the form of a budget to the board of county commissioners. The board of county commissioners is authorized to provide any moneys necessary, over estimated moneys from surpluses, grants, and donations, to cover the total cost of maintaining the agency for the ensuing fiscal year by an appropriation from the county general

fund.” In order to meet this statutory deadline, R. Ritter will be completing a preliminary (version 1) of the 2024 budget in August (which has no BOH meeting scheduled) and then emailing the budget to BOH members. BOH members are asked to review this preliminary budget and submit any questions via email directly to R. Ritter. After BOH members have had an opportunity to review the preliminary budget, R. Ritter will then submit it to Amy White-Tanabe on or before 9/1/2023, to comply with the statutory provision. Please note, R. Ritter will receive more detailed budget information from county administration later in September, so this preliminary budget will be revised to reflect new information, and this “Version 2” will be brought to the BOH at its regularly scheduled meeting in September for review and approval. This is the same method used in 2022 for the 2023 Budget.

- B. Harm Reduction Overview: Christine Charron and Sarah Money, from Access Point Pueblo, gave a presentation on harm reduction programs and services, and engaged in questions and answers with the attendees. The presentation can be accessed here:

<https://docs.google.com/presentation/d/1bD4BczPeKMNfQdngKfIMpSvPuQE1cDOX616bjXBwSc/edit>

- C. School Chemical Assessment and Cleanup: After discussion with CDPHE, OCHD will be doing in-person inspections for our area schools. Over the past several years, the schools participated in a self-certification process. This summer, several schools have reached out to S. Korbitz to assist them in reviewing their chemicals and facilitate the removal process of out-of-date chemicals and supplies. This will be a great time to review the required safety data sheets and chemical hazardous plans for each department at every school. S. Korbitz sent the following letter to all the superintendents in Crowley and Otero Counties:

Superintendents,

For the upcoming school year, 2023-24, we will be doing in-person inspections at all area schools. In preparation for this, we are requesting a complete list of all chemicals that are used in your school. Please complete the attached spreadsheet for each department and return the completed spreadsheet to us by August 25, 2023. Note the separate tabs for each department. You may add a tab should you need to. Highlight the chemicals and products that will be used during the 2023-24 school year. This highlighted group of chemicals will guide the decision on what chemicals can be kept and which chemicals may need to be disposed of safely and in a timely manner. It is our goal to find a way to cost share the transportation of chemicals that require disposal at a hazardous materials facility. More on this after we receive and review the completed lists.

We thank you for your time and assistance.

- D. A Path Forward Fundraiser: OCHD, in partnership with The Schreiber Research Group (TSRG), are actively planning for a fundraising event to take place on Saturday, September 23rd, 2023 in La Junta at the La Junta City Park. The goals of the event are as follows:

- a. Raise funds to provide scholarships for those in recovery from SUD;
- b. Raise awareness about SUD/ODU recovery;
- c. Reduce stigma that surrounds SUD/ODU.

Events currently planned include a fishing derby, motorcycle poker run, color run/walk/ride, climbing wall, live (possibly a Steely Dan cover band from Denver) and disc jockey music, and a meal in the evening.

E. **Dr. Ned Calonge, New CDPHE Chief Medical Officer:** Dr. Calonge is replacing Dr. Eric France, who served as CDPHE's chief medical officer from February 2020 to June 2023. It will be Dr. Calonge's second stint as chief medical officer, as he previously held the position from 2002 to 2010. A graduate of the University of Colorado School of Medicine, Dr. Calonge has decades of experience as a practicing medical and public health professional and educator. He is currently an associate dean of public health practice at the Colorado School of Public Health. In addition to this work, Dr. Calonge has been an associate professor at the University of Colorado School of Medicine since 1986. The chief medical officer requires confirmation by the state Senate, and because the 2023 legislative session is over, Dr. Calonge will serve in the position until the Senate can consider his appointment in the next session.

F. **Addendum/Addenda:** None

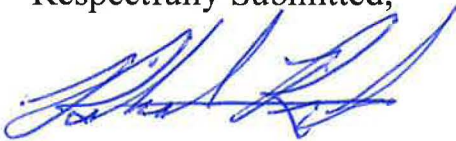
7. Program Reports

- A. CTC, Dee Leyba: General information
- B. DCEP/EPR, Dr. Janell Maier: General information
- C. Environmental Services, Tony Harviston: General information
- D. Nursing, Marie Mora-Menges: General information
- E. OD2A, Arlene Cooke: General information
- F. RHC, Chris Coffield: General information
- G. Vital Statistics, John Miller: General information

8. Executive Session: The executive session regarding the Executive Director's annual evaluation was tabled for a subsequent BOH meeting.

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