

OFFICIAL RECORD OF PROCEEDINGS

Boulder County Board of Health (BOH) Regular Meeting Online/Telephonic Meeting December 12, 2022

BOH Members:

President Gregg Thomas; Vice President Morgan McMillan; Board Members Brooke Harrison, Ph.D., Lindy Hinman, and Landrey Fagan, M.D.

BCPH Staff:

Interim-Executive Director, Lexi Nolen; Director of Administration and Finance, Katherine Palmer; Director of the Strategic Initiatives Branch, Kelli Hintch; Community Health Division Manager, Heather Crate; Family Health Division Manager, Daphne McCabe; Environmental Health Division Manager, Joe Malinowski; Communicable Disease and Emergency Management Division Manager, Indira Gujral; Immunization Program Coordinator, Keith Rawls; Business Operations Coordinator, Jordan Thomas.

Boulder County Staff:

Senior Assistant County Attorney, Kate Haywood, and Senior Human Resources Business Partner, Amber Mozet.

Members of the Public who Provide Comment:

None.

Meeting Called to Order.

President Thomas called the meeting to order at 5:31 p.m. and asked all participants to identify themselves for the record (see above). He declared that a quorum was present, that notice of this meeting was posted on the Board of Health website, and that the call-in information was included to allow for public participation. This meeting was held in hybrid-fashion with members of the board and staff meeting in-person and members of the public attending online to test the hybrid-capabilities of the on-site meeting space.

ITEM 1. Public Comments (on unscheduled agenda items).

No public comments.

ITEM 2. Approval of Meeting Minutes.

Board Member Harrison made a motion, which was seconded by Board Member Hinman, to approve the November 14, 2022, Regular Board of Health minutes. With all Board Members present in favor of the motion, President Thomas declared the motion unanimously carried.

ITEM 3. Request Board of Health Approval of Resolution 2022-02, Adopting 2023 Recommended Budget.

Since the November 2, 2022, Budget Study Session, Katherine had not received any requests or modifications from the board regarding the 2023 budget. Updates to the budget since the study session included county calculations, the removal of one and addition of seven funding sources, and application of the 2023 insurance cost for the agency. Resolution 2022-02 identified the total balance budget of \$27,234,037. By adopting this resolution, it authorizes Boulder County Public Health to receive sustainability tax funds, GENESIS and GENERATIONS funds, Housing and Human Services Ballot 1A funds, and county funding for specific FTE positions. BCPH will present a budget amendment in the spring of 2023 to identify any funding shifts or needs.

Board Member Harrison moved to approve Resolution 2022-02 to adopt the 2023 Recommended Budget. Board Member Hinman seconded. With all Board Members present in favor of the motion, President Thomas declared the motion unanimously carried.

ITEM 4. Request of Board of Health Approval of Salary Adjustment for Interim-Executive Director.

President Thomas and Julia Larsen, *Human Resources Director for Boulder County*, agreed to a retroactive and continual 7.5% salary increase for Lexi Nolen until the recruitment for the permanent Executive Director is completed.

Board Member Harrison moved to approve the salary adjustment for the Interim-Executive Director. Board Member Hinman seconded. With all Board Members present in favor of the motion, President Thomas declared the motion unanimously carried.

ITEM 5. Reflection and Celebration of BCPH in 2022.

Each Division Manager and Director presented a high-level overview of the accomplishments of 2022, and Lexi asked the board members to identify what topics they would like to have more conversations on in 2023.

Lexi presented a few agency-wide accomplishments. The first being pay equity adjustments for key positions, that included analysis and proposals to shift approximately 50 positions to align with county and internal counter-parts. The agency continues to respond to emergencies as they occur, and the focus of 2023 will be to have a refresh on emergency planning and how the agency is able to respond in the future. Further, BCPH was able to secure funding through multiple sources, including, COVID-19, mpox (formally referred to as Monkeypox), Family Connects, and

ARPA. The BCPH Management Team and Supervisors continue to work on needs to address organizational culture and staff connection. Lastly, BCPH has strengthened the relationships with partner county departments, particularly Community Services and Housing and Human Services.

Kelli presented the Strategic Initiatives Branch (SIB) accomplishments; most notable is the filling of critical staff vacancies and the shift from COVID-19 response to other agency-needs. The Health Planning and Evaluation team has launched the Community Health Assessment and Public Health Improvement Plan (which support building an MBH strategy), and the Community Health Profile process (which provides broader data on community health), and will continue to lead in the agency strategic planning work. The Information and Technology team completed onsite equipment inventory and laptop replacements for the year, and are helping programs streamline and implement new IT platforms. The Communications team continued to support emergency communications surrounding the Marshall fire, COVID-19, and the creation of data dashboards; further, the team upgraded their technology capabilities to better serve programs. Lastly, SIB, working with agency staff in the Mental and Behavioral Health (MBH) space, hired an MBH Coordinator to help align BCPH's internal work, support fundraising and strategic planning, and support external relationships and collaboration.

Indira noted that the Communicable Disease and Emergency Management Division has been in a year of transition and are finishing year three of pandemic response. The focus for 2023 will be on recovery and shifting staff to pre-pandemic work. The division has focused on burnout support and implementing Courageous Conversations About Race training for staff. The Epidemiology, Resource Navigation, Call Center, and Surveillance teams have resumed routine communicable disease activities that were in place pre-pandemic. The Emergency Management team continues to support pandemic response, and are focusing on recovery and redefining their role in 2023. The Harm Reduction team has tentative approval for funding through the opioid litigation and developed a fentanyl response plan with community partners. Lastly, the Immunizations team continues to host on-site and off-site vaccine clinics throughout the community.

Heather presented the Community Health Division accomplishments, including the use of staff as subject-matter-expertise to the agency and partners around youth engagement, community engagement, and equity. In 2022, Community Health served nearly 1,500 young people in the community. The GENESIS program successfully implemented the Healthy Families America accreditation as an evidence-based program, creating opportunities for new funding sources. GENERATIONS partnered with the OASOS program and youth to create media about mental and behavioral health with LGBTQ+ and Latine youth. The Tobacco Education Prevention Partnership continues to be a leader in the nation on vape prevention and vape disposal in partnership with hazardous material facilities. The Community Substance Abuse Prevention program continues to provide leadership and programs on mental and behavioral health, including a focus on youth and suicide prevention, and prevention of fentanyl abuse and youth marijuana use.

Joe presented the Environmental Health Division accomplishments. The teams were in full response to the Marshall Fire throughout 2022. Though the fire was challenging, the Air Quality team was able to create a monitoring system, Love My Air, to alert the public on the air quality of fire-affected communities. The team also worked with long-term care facilities to install low-cost air particulate filters. Environmental Health also formally created the Climate Action Advisory team and developed an emergency heat plan. The Food Safety team worked with restaurants impacted by the Marshall Fire, and have met 8 of the 9 FDA standards for voluntary food programs. The HEAL and Built Environment continues to advance the healthy beverage legislation, working towards state approaches, and obtained subsidies to increase healthy food security. The team continues to advance the rights of Mobile Home Park residents, and is co-leading the county's Affordable Housing initiative with HHS. The Water Quality team worked with Purdue University to research private drinking wells after the Marshall Fire, and also collected soil samples based on stringent protocols to ensure the fire debris removal was safe. They continue to support septic permitting including for Marshall Fire properties in unincorporated Boulder County. Last, but not least, Joe thanked the Environmental Health administrative staff for all of the work they accomplished over the year. The administrative team responded to more than 9,000 community and industry needs, and created an online platform to better help community members.

Daphne presented the Family Health Division accomplishments that have a theme of family voice and family choice, and noted that the division serves over 3,000 families a year through their programs. The Women, Infants, and Children program-maintained services remotely and promoted wellness visit follow-throughs, and continue to work on culturally diverse food packages and availability of online shopping. The Nurse Family Partnership team secured funding for early childhood mental health consultations, and have increased services to monolingual Spanish-speaking families. The Children with Special Needs team showcased best practices at the National Intensive Care Unit Consortium on the care of late preterm infants, and translated the training materials into Spanish. The Family Connects service was piloted and launched in partnership with Boulder Community Health and are in negotiations with surrounding hospitals to launch the service to expand reach community members, while working on sustainable funding sources through the state.

Katherine presented the Administration and Finance Section accomplishments, which include the recrafting and regeneration of various A&F systems and operations. The largest accomplishment for the section was right-sizing and filling key positions, and the last leadership role, the Contracts and Purchasing Manager, was filled in early December. The Budget team within Accounting and Finance has reworked the entire departmental budget, and are currently uploading it into the county's new financial budgeting system. The team has also increased ARPA funding monitoring to meet requirements as a sub-recipient. The Personnel team is refreshing the department's exit



interview approach and updated the master personnel log to better track position information across the agency. The section as a whole started the refresh process of systems and processes with the assistance of a Business Architect. The Business Operations team has updated board of health meetings and reports, and supports the overall section refresh. The Site Management team have initiated site safety and risk assessments for our facilities. The Vital Records and Office Management team reopened the front desk at the Longmont Hub to assist with walk-ins for vital records, and also created a system for front desk staff to be able to have a hybrid schedule that matches other BCPH staff. The team also achieved an increase of 34% in vital record revenue despite the increase in state fees that BCPH submits back to the state.

- Vice President McMillan asked what the increase is from.
 - Katherine noted that the team focused on partnerships with funeral homes that are seeking death certificates, and the team has increased access to the community to gain vital records through electronic requests and bilingual service.

Keith presented the Health Equity Coordinating Committee's (HECC) accomplishments for 2022. The HECC developed a new agency approach that centers the work on racial equity, restructured to help to position the HECC to serve as an advisory group, and created a plan to define goals and move to action both internally and externally. Through the HECC Refresh, a strategic plan was created with five goals and initial steps to accomplish each goal. Workgroups have been created that will focus on each of these goals: Organizational Culture; Talent Acquisition, Retention, and Career Advancement; Policies and Procedures; Learning and Growth; and Community Engagement. The HECC also redesigned the Health and Racial Equity Manager position to align with the work and vision of the team, and successfully recruited a candidate that will start in early January.

President Thomas showed a picture of BCPH staff that attended the Colorado Environmental Health Association Annual Education Conference in September at Crested Butte. The staff won an award for their response to the Marshall Fire.

- President Thomas thanked BCPH staff for their work this year, and noted that while the board meetings have been extended due to emergencies and the recruitment of the Executive Director, he has enjoyed learning about mental and behavioral health since that is not his area of expertise. President Thomas's term is set to expire on August 31, 2023.
- Board Member Hinman is the newest board member, and she noted that she is "blown away" with the work that BCPH accomplishes and looks forward to working with staff in the future.
- Board Member Harrison noted that her primary interests for future meetings are to learn more about mental health, particularly to know who the county is partnering with, and

what is being done to address the lack of providers in the community. Further, Board Member Harrison would like to hear more regarding women's health and family health.

ITEM 6. Director's Report.

None.

ITEM 7. Old and New Business.

None.

ITEM 8. Request for a vote to approve future Executive Sessions to discuss personnel matters related to the Executive Director position under Colorado Revises Statutes § 24-6-402(4)(f). These Executive Sessions will be held at the end of each Regular Meeting through February 2023, with Regular Meeting held the second Monday of each month at 5:30 p.m.

Board Member Harrison moved to approve future Executive Sessions through February 2023. Board Member Hinman seconded. With all Board Members present in favor of the motion, President Thomas declared the motion unanimously carried.

ITEM 9. Executive Session pursuant to Colorado Revised Statutes § 24-6-402(4)(f) to discuss the extension process for the Interim-Executive Director role, January Board Retreat, Interim-Executive Director performance evaluation, and the Executive Director Recruitment Process.

Executive Sessions are not open to the public, no call-in information or Teams Meeting link was available, and there was no public comment.

ITEM 10. Adjournment.

There being nothing further to discuss, President Thomas declared the meeting adjourned at 7:52 p.m.



Gregg Thomas,
President



Alexandra (Lexi) Nolen,
Interim-Executive Director