

# OFFICIAL RECORD OF PROCEEDINGS

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## Boulder County Board of Health (BOH) Regular Meeting

### Fully Virtual Meeting

January 16, 2024

#### BOH Members:

*President Morgan McMillan; Vice President Landrey Fagan, M.D.; Board Members Brooke Harrison, Ph.D., Lindy Hinman, and Amber Johnson.*

#### BCPH Staff:

*Executive Director, Lexi Nolen; Chief Medical Officer, Bob Belknap, M.D.; Director of Administration and Finance, Katherine Palmer; Deputy Director, Indira Gujral; Community Health Division Manager, Heather Crate; Environmental Health Division Manager, Joe Malinowski; Finance Manager, Desiree Kazarosian; Consumer Protection Program Coordinator, Lane Drager; GENESIS Program Manager, Mary Faltynski; OASOS Program Manager, Jax Gonzales; TEPP Program Manager, Casey Pierce; GENERATIONS Program Manager, Elia Barraza; CSAP and IYC Program Manager, Allison Bayley; OASOS Youth Advisor, Jude Clinchard; Health Planning and Evaluation Manager, Elise Waln; Health Planner, Rachel Mintle; Business Operations Manager, Jordan Thomas; Administrative Specialist, Dalia Mohamed.*

#### Boulder County Staff:

*Senior Assistant County Attorney, Kate Haywood; Senior Policy Analyst, Mark Ruzzin, Policy Analyst, Nick Robles.*

#### Members of the Public who Provide Comment:

Leslie Glustrom

Carolyn Bninski

#### Meeting Called to Order.

President McMillan called the meeting to order at 5:33 p.m. and asked all participants to identify themselves for the record (see above). A rollcall was conducted and 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 and was included to allow for public participation. This meeting was held fully virtual with members of the board, staff, and members of the public meeting online.

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

Leslie Glustrom thanked BCPH for their work in the Valmont Power Plant and urged the board to take a more active oversight role on the tons of coal ash at the Valmont Station. President McMillan thanked Leslie for her comments and advocacy in this issue.

Carolyn Bninski asked the board to review COVID-19 vaccine research as provided in her written public comment submission. President McMillan thanked Carolyn for her time.

**ITEM 2. Approval of Meeting Minutes.**

Board Member Harrison made a motion, which was seconded by Vice President Fagan, to approve the December 11, 2023, Regular Board of Health minutes. With all Board Members present in favor of the motion, President McMillan declared the motion unanimously carried.

**ITEM 3. 2024 Boulder County Legislative Priorities Approval.**

Mark Ruzzin and Nick Robles presented the 2024 Boulder County Legislative Priorities for the Board of Health to approve. There are three Legislative Principles the county's policy team uses to guide support of priority legislation: Racial Equity, Climate Action and Environmental Justice, and Financial and Organizational Stewardship. The 2024 Legislative Priorities are: Climate Action, Health and Well-Being, Housing, Child Welfare, Language Justice, and Transportation. Additionally, the county's policy team will be supporting the following state budget priorities in coordination with BCPH: Air Quality, Food Access, Affordable Housing, Local Public Health Agency Funding, Mental and Behavioral Health, and Transportation.

Heather Crate presented on the internal efforts BCPH staff will be conducting throughout the 2024 legislative session, including internal tracking and sharing of bills, internal planning meetings, and attending partner meetings.

The Boulder County Policy Team and BCPH internal policy team recommend and request the Board of Health to adopt Boulder County's 2024 Legislative Priorities.

- President McMillan thanked the Boulder County Policy team, the Board of County Commissioners, and BCPH staff Heather Crate and Lane Drager for all their work and coordinated efforts. Additionally, President McMillan urged BCPH staff to let the board know how they can continue to provide support in this area.

**Vice President Fagan made a motion, which was seconded by Board Member Hinman to adopt the 2024 Boulder County Legislative Priorities. President McMillan, Vice President Fagan, Board Member Hinman, and Board Member Johnson voted in favor; Board Member Harrison did not vote in favor. With four out of five board members voting in favor, President McMillan declared the motion carried.**

**ITEM 4. Community Health Divisional Update.**

Lexi Nolen introduced Heather Crate and Community Health staff to present the divisional update. Community Health is comprised of five programs: GENESIS, Community Substance Abuse Prevention (CSAP), GENERATIONS, Tobacco Education and Prevention Partnership (TEPP), and OASOS. The division centers health and racial equity in all the programs, has power sharing practices and partnerships with the community, the staff represent the community they are serving, and focus on addressing health outcomes at the individual, community, institutional, and policy levels. Each Program Manager presented vignettes and stories from individuals who participate in each of the programs and provided highlights of program outcomes.

- President McMillan thanked the programs for all their work and asked if any board members had questions.
- Board Member Johnson asked what the benefit or motivation for them to participate in the vape waste disposal program.
  - Casey noted the vape shops that participate in the program understand the benefits of removing vape waste from improper disposal practices in the community. The program is not a regulatory/enforcement based program, but is voluntary. The program has reached out to vape shops on the harm vape waste can do to the community to generate participation, with strong positive response from the shops. The program delivers a vape waste container to the vape shops that anyone can use, and once the container is full it is sent to the Boulder County hazardous materials facility to be processed.
- Board Member Johnson noted she would be interested to learn more about the inclusive hiring process CSAP utilized with community coalition members.
  - Lexi thanked Board Member Johnson for the suggestion and noted it would tie into the larger conversation of community engagement and power sharing.

**ITEM 5. Strategic Plan Feedback and Edits.**

Rachel Mintle began the Strategic Plan presentation by highlighting shared definitions that are used throughout the plan document: Strategic Plan; Goal; Objective. The Strategic Plan process has completed four initial milestones: Priorities Identified; Workgroups established for each priority; Supervisor and staff feedback; Health and racial equity review. The six strategic priorities' goals were identified and built off of existing plans and initiatives to avoid duplication of effort and to amplify the work that is being done in the agency. Implementation of the strategic plan will be facilitated by Priority Leads and workgroups. Progress will be tracked and reported out according to the Monitoring, Evaluation, and Learning Plan. The team asks for any initial feedback and requests edits from the board to be sent by February 2<sup>nd</sup>.

- Board Member Harrison and Board Member Hinman asked if quantitative measures are going to be developed for the goals, since the majority of the goals are currently written as process and infrastructure items. Additionally, will the metrics be included in the plan prior to the board's approval.
  - Lexi noted the team is expecting the metrics to develop as the implementation plans are drafted and will provide clarity on what each goal is truly accomplishing.
- Board Member Harrison asked how the Behavioral Roadmap community feedback session have been going, and expressed concern that some potential partners are not participating.
  - Lexi noted BCPH is not responsible for coordinating the meetings, but will follow up about the concerns, and can provide additional information in the February Director's Report.
  - Indira and Elise noted the County's Behavioral Health Roadmap sought community feedback in the initial planning and drafting of the document over the last 1-2 years, and the current sessions lead by Community Services are more tailored to learning sessions with the community.
- Board Member Hinman asked how the team will know they have received sufficient community feedback on the Strategic Plan; how will they judge if they have completed the appropriate outreach to gain input.
  - Indira provided examples of how the agency has received feedback in the past: surveys, flyers, word of mouth, etc.
  - Elise appreciated the question and highlighted the limited capacity of the team and, they are more than willing to adjust strategies as needed throughout the implementation and monitoring portion of the Strategic Plan.
  - Lexi also provided Boulder County is working on a county-wide community engagement framework, and this is a great example of a way the entire county can have a shared understanding and standard of engagement.
- President McMillan asked if community members and partners will have the opportunity to provide feedback on the Strategic Plan.
  - Lexi noted goals were developed based on ongoing work with partners, that community partners have already been involved in some of the priorities based on programmatic work that is already underway in the agency, and next steps include deeper conversations, especially with community partners, as we build out implementation plans.

#### ITEM 5. TEAM-PH-BOH

Jorden Thomas presented the internal SharePoint page for board members to access resources and the board of health calendar.

**ITEM 5. Standing Agenda Item: Budget Discussion**

Katherine Palmer noted as of January 16<sup>th</sup>, BCPH had a \$4.6 million fund balance remaining as we close in on the 2023 budget spenddown, and this amount will be updated and finalized once the agency's expenses are closed out for the year in February 2024, but the pre-budget cut spend down projections have not changed and we expect the 2023 actuals to align with our original budget. Additionally, Katherine and the budget team have completed preliminary program budget review instructions for each of the teams in BCPH to complete prior to February 6<sup>th</sup>.

- President McMillan asked if the \$4.6 million includes the 5% reserve balance.
  - Katherine confirmed it does.

Desiree Kazarosian presented on the coordination efforts she has been conducting with the Office of Financial Management (OFM) including,

BCPH having a dedicated OFM contact for conversations and questions,

Working to better integrate with the county's financial and budgeting systems according to recently expressed OFM direction,

Verifying appropriation coding for county funding, and

Extensive tracking, monitoring, and reporting requests.

- President McMillan thanked Desiree and her team for all of the work they have been doing and asked about the capacity of the team to not only complete the listed items but also future requests and work.
  - Desiree noted the team is reduced by two staff members, but is working to identify spaces where the remainder of her team needs to be involved and areas that are the responsibility of OFM. Katherine expressed that current capacity on the team is not sufficient.
  - Katherine provided there are other stressors impacting the A&F team's ability to respond to agency needs as well as budget analysis, including transitioning to the county's new timekeeping system that started in January 2024. The timekeeping system is not integrated into the county's financial system, so the budget team is not able to pull required reports for accurate numbers. Additionally, the yearly audit process will begin soon, and the team is waiting for the county's budgeting process and timeline to be released.
  - Board Member Harrison asked if it was possible to hire a consultant to help with the workload.
    - Katherine noted it would take extensive staff time to fully train the consultant on the agency's systems, which is time staff could be focused on the tasks at hand.

- Board Member Harrison asked if there was a timeline for the agency to be fully automated and moved away from budget spreadsheets.
  - Katherine noted the reporting Desiree is working with OFM to develop would help the process of moving away from spreadsheets. Other departments are noticing the questions and requests Desiree has posed to OFM and they are also wanting similar templates and tools created for their budgets.

Lexi provided an update on the phased approach the agency is undergoing to address the budget cuts. In addition to the work of Katherine and Desiree, OFM and Human Resources (HR) have been more responsive to pulling and gathering data BCPH needs to have a more comprehensive view of the budget.

- President McMillan thanked Lexi and the staff for their work and looks forward to continued discussions.

#### ITEM 6. Director's Report.

Lexi provided a few highlights from this month's Director's Report:

- Respiratory infections are increasing.
- As mentioned in the Budget Discussion, the new county-wide timekeeping system, Dimensions, transition has started.
- Chris Campbell, Emergency Manager, was awarded the Congressional Service Building Bridges Award in December, presented by Congressman Joe Neguse.
- A CSAP Youth Advisor won the Dorothy Rupert High School Service Award in December, presented by Congressman Joe Neguse.
- Mary Faltynski and Chris Campbell were selected to present at a National Association of County and City Health Officials (NACCHO) virtual learning collaborative to train child health and emergency preparedness and response to professionals at local public health agencies.
- Lexi is working with CU Boulder to address the air monitoring equipment needs of the county, and is optimistic about an outcome.

#### ITEM 7. Old and New Business.

Lexi provided a couple updates:

- Environmental Health's Fruit and Veg program were highlighted in an NPR article.
- Over 20 staff responded to the extreme cold weather emergency shelter that was stood up over the weekend of January 12<sup>th</sup> through January 15<sup>th</sup>.

ITEM 8. Adjournment.

There being nothing further to discuss, President McMillan declared the meeting adjourned at 7:56 p.m.



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Morgan McMillan,  
President



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Alexandra (Lexi) Nolen,  
Executive Director