

OFFICIAL RECORD OF PROCEEDINGS

Boulder County Board of Health (BOH) Regular Meeting Online/Telephonic Meeting October 21, 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:

In Person: Executive Director, Lexi Nolen; Chief Medical Officer, Bob Belknap; Deputy Director, Indira Gujral; Director of Administration and Finance, Armando Guardiola; Director of the Strategic Initiatives Branch, Kelli Hintch; Environmental Health Division Manager, Joe Malinowski; Health Planner, Rachel Mintle; Budget Analyst, Jeri Mael; Population Health Epidemiologist, Michael Wu; Communicable Disease and Emergency Management Division Manager, Stephanie Faren; Business Operations Manager, Jordan Thomas, Administrative Assistant, Patrick Kuhnell.

Boulder County Staff:

Senior Assistant County Attorney, Erica Rogers.

Members of the Public who Provide Comment:

None.

Meeting Called to Order.

President McMillan called the meeting to order at 5:30 p.m. and asked all participants to identify themselves for the record (see above). Jordan Thomas conducted a rollcall 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 address was included to allow for public participation. This meeting was held in hybrid-fashion with members of the board, staff, and members of the public meeting in-person and online.

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

No public comments.

ITEM 2. Approval of Meeting Minutes.

Vice President Fagan made a motion, which was seconded by Board Member Johnson, to approve the November 13, 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. Board Business: Elections

Jorden Thomas introduced the annual Board of Health officer election which is required by the Board of Health Bylaws.

- Vice President Fagan nominated Morgan McMillan for President and Lindy Hinman as Vice President. No board members provided additional nominations.

Board Member Amber Johnson made a motion, which was seconded by Vice President Fagan, for Morgan McMillan to serve as Board of Health President and Lindy Hinman to serve as Board of Health Vice President. With all Board Members present in favor of the motion, President McMillan declared the motion unanimously carried.

- President McMillan thanked Vice President Fagan for her service as Vice President of the Board of Health.

ITEM 4. Staffing Announcement

Lexi Nolen introduced Armando Guardiola as BCPH's new Director of Administration and Finance and Sarah DeVore as the new Senior Budget Analyst.

ITEM 5. Approval: Strategic Plan

Lexi Nolen introduced Rachel Mintle to present the final version of the 2024-2029 Strategic Plan for the Board of Health's approval. Rachel noted a few changes that were made to the latest version of the Strategic Plan, including updated language to the Health Justice Framework, increase specificity of objectives, and added language referring to appendices.

- President McMillan thanked Rachel for incorporating Board of Health feedback into the Strategic Plan.
- Board Member Hinman also expressed appreciation for Rachel and Lexi meeting to review questions in more detail prior to the board meeting.

Vice President Fagan made a motion, which was seconded by Board Member Johnson, to approve the 2024-2029 Boulder County Public Health Strategic Plan. With all Board Members present in favor of the motion, President McMillan declared the motion unanimously carried.

- President McMillan congratulated the Health Planning and Evaluation Team on the approval of the Strategic Plan and is looking forward to supporting the plan's implementation.

ITEM 6. Standing Agenda Item: Budget Updates

Armando Guardiola presented the current state of BCPH's budget and the steps the team will take to address projected financials as we move forward to 2025.

As of October 21, 2024, the budget team is projecting a 2024 end of year reserve positions BCPH to be able to cover county general fund requests beyond the base funding for 2025. As a result, staff requested direction from the Board of Health to rescind the additional funding requests to the BOCC of \$2.8 million, and to keep our \$7 million general fund base funds as well as the HHSB11 and Sustainability tax requests. Lexi also noted the removal of the funding would not create a sustainable financial model going forward indefinitely, it would be feasible for one or two years given the current expenditures. After this time, the team would need to reassess county funding needs and staffing levels.

Amando opened the floor for discussion.

- Board Member Harrison asked if the external review of the updated budget projections will be completed by the November 19th Board of Health Meeting prior to the 2024 Budget Amendment vote.
 - Armando confirmed this would not be a formal audit, but an external review of the presented information and the past five-year financials. The team has been in contact with CliftonLarsonAllen, LLC to request this process.
- Board Member Hinman asked for clarification of the request for the Board of Health tonight.
 - Lexi said BCPH is confident the current reserves funding will cover the \$2.8 million request to the BOCC and still have a healthy reserves balance over 15%, so we would like direction from the board if the board would approve BCPH to rescind the \$2.8 million priority request from the BOCC.
- Board Member Hinman asked how much of the fund balance is unspent county funds.
 - Armando answered that the reserve has been accumulating year over year and that BCPH has added \$500,000 on average every year to the fund balance, which is noted in the official audited financials. Because our systems previously did not track salary savings and other savings, we cannot ascertain exactly how much was from county funding.
 - Board Member Hinman noted based on previous conversations with the BOCC, they are expecting BCPH to spend down all our county funds, and if that is not the case then we need to have additional conversations.

Lexi noted that historically BCPH has not returned unspent county funds to the county, and while there have been conversations there has not been a formal decision.

- Board Member Hinman agreed and emphasized if BCPH is expected to return unspent county monies, then it could greatly impact our budget if we were to rescind the \$2.8 million request.
 - Lexi is confident the agency will spend down the \$7 million county funding in 2024. Lindy would like to understand the spend down in more detail.
- Vice President Fagan asked if BCPH is spending down grant monies.
 - Armando confirmed grants are being spend down effectively.
- President McMillan thanked Armando for the level of detail provided in the presentation, and recommended further conversation in our Budget Study Session. She directed the Board to circle back to the purpose of this conversation which is asking for the board's direction on rescinding the additional \$2.8 million request to the BOCC.
- Board Member Harrison agreed to rescind the additional priority requests to the BOCC, and requested information at the upcoming Budget Study Session on the financial impact of BCPH's past hiring freezes, open positions in the department, anticipated funding cliffs, and future reserve projections.
- Board Member Johnson agreed to rescind the additional priority requests to the BOCC, and asked if BCPH is at risk of losing or receiving a reduction to the \$7 million base funding.
 - Lexi noted BCPH will not know until the BOCC makes their decision for the county's 2025 budget.

Board Member Harrison made a motion, seconded by Board Member Hinman to rescind Boulder County Public Health's 2025 Ask of \$2.8 million. With all Board Members present in favor of the motion, President McMillan declared the motion unanimously carried.

ITEM 7. Director's Report.

- Lexi highlighted the Tuberculosis cases in a Boulder County school, and Indira thanked the BCPH staff who have been responding to the case.
- Lexi congratulated the passage of the Healthy Kids Meal Drink Ordinance in Louisville!
- Board Member Hinman asked for clarification on the authority of BCPH related to air quality and Healthy Homes.
 - Lexi noted BCPH has been receiving nuisance threats from the community in relation to hoarding situations, and BCPH is in conversations with Boulder County Attorneys office. BCPH's Healthy Home program is not to address hoarding issues until there is a direct public health threat.
 - Joe Malinowski confirmed BCPH has been receiving multiple calls and refers public to additional county resources, and some of the resources include connecting with municipality code enforcement. BCPH does have the ability to respond to nuisances, but it would require a Public Health Order from the Board of Health or Lexi.

- Board Member Hinman asked for a timeline update on the Boulder County Mental and Behavioral Health Roadmap.
 - Indira noted BCPH programs are focused on the prevention and harm reduction portion of the Roadmap, and we promote early intervention, but we do not provide direct services for early intervention. As part of the BCPH Strategic Plan priority, BCPH is focused on aligning resources for services while preparing for an upcoming fiscal cliff.
 - Lexi serves on the Executive Advisory Board for the Roadmap and the board has been discussing the framing of public communications and timelines in relation to funding opportunities and challenges.

ITEM 8. Old and New Business.

Jorden Thomas reminded the board of upcoming meeting reschedules for the November and December Board of Health meetings, and a reminder for the board to complete their annual training.

ITEM 9. Adjournment.

There being nothing further to discuss, President McMillan declared the meeting adjourned at 6:51 p.m.



Signed, Morgan McMillan,

President



Signed, Alexandra (Lexi) Nolen,

Executive Director