

OFFICIAL RECORD OF PROCEEDINGS

Boulder County Board of Health (BOH) Regular Meeting Online/Telephonic Meeting
December 16, 2024

BOH Members:

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

BCPH Staff:

Executive Director, Lexi Nolen; *Director of Administration and Finance*, Armando Guardiola; *Director of the Strategic Initiatives Branch*, Kelli Hintch; *Deputy Director*, Indira Gujral; Daphne McCabe; *Communicable Disease and Emergency Management Division Manager*, Stephanie Faren; *Senior Budget Analyst*, Sarah DeVore; *Finance Manager*, Desiree Kazarosian; *Health Planning and Evaluation Manager*, Elise Waln; *Consumer Protection Program Coordinator*, Lane Drager; *Mental and Behavioral Health Program Coordinator*, Dave LaRocca; *Climate Justice Program Coordinator*, Marianne Shiple; *Business Operations Manager*, Jordan Thomas; *Administrative Specialist*, Dalia Mohamed.

Boulder County Staff:

Senior Assistant County Attorney, Erica Rogers; *Senior Policy Analyst*, Mark Ruzzin.

Members of the Public who Provide Comment:

None.

Meeting Called to Order.

President McMillan called the meeting to order at 5:32 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.

No public comments.

ITEM 2. Approval of Meeting Minutes.

Board Member Fagan made a motion, which was seconded by Vice President Hinman, to approve the November 19, 2024, Regular Board of Health minutes. With all Board Members present in favor of the motion, President McMillan declared the motion unanimously carried.

ITEM 3. 2025 Legislative Session Priorities.

Lane Drager who introduced Mark Ruzzin, who provided an overview of the upcoming 2025 state legislative session, including the timeline (January 8 – May 6), current political dynamics in the state legislature, and the key policy and budget priorities the Commissioners' office will be focused on - such as air quality, gun violence prevention, youth substance use, and county revenue diversification. Boulder County Commissioners' policy work is guided by three legislative principles: 1. Racial equity, 2. Climate action and environmental justice, 3. Financial and organizational stewardship. Mark also emphasized the importance of coalition-building and collaboration with partners like BCPH to advocate for the county's priorities at the state level. He also offered to continue working closely with BCPH staff throughout the legislative session to support their policy efforts.

Lane Drager presented the upcoming state legislative session, key priorities, and coordination with partners like CALPHO. Key priorities include local public health funding, retail food establishment fees, and preparing for potential changes from a new federal administration.

Discussions and Action Items

- President McMillan: Proposal of retail food fee - if the proposal goes through, how will it impact the program feed?
 - Lane Drager - It would be an 80% increase of incoming fees in year 3, so the program would be more fee-based and would be a nice boost to our program but we do need to see how much the state keeps as their charge.
- President McMillan: What are you anticipating as big policy themes or specific policies the governor will be championing in the upcoming session?
 - Mark Ruzzin: Will see continued focus as in the last two sessions on housing and land use, and continued efforts around economic development. Also preparing for new federal administration (changes at the state and local level that are impacted by federal level), in particular steps that we can take to support our immigrant community and other communities that are potentially going to be under the microscope.
- Board members expressed that they are willing to testify again this legislative session and provide letters of support as necessary.
- BCPH will be recruiting for a full-time policy position in 2025.
- Board Member Fagan made a motion to approve BCPH's 2025 legislative policy agenda, which was seconded by Vice President Hinman. With all Board Members present in favor of the motion, President McMillan declared the motion unanimously carried.

ITEM 4. Agency Key Performance Indicators and Dashboards.

Elise Waln provided an overview of the process the team undertook to identify KPIs across 61 programs, categorizing them as either process-focused or outcome-focused metrics. While most KPIs had current data available and 2024 targets established, the team acknowledged opportunities to improve the quality, standardization, and accessibility of the data to build more robust dashboards. The BOH discussed the importance of prioritizing the most critical metrics and developing comprehensive dashboards that can serve internal decision-making as well as external transparency.

Discussions and Action Items

- Questions from President McMillan and Vice President Hinman: How is the BCPH team thinking about determining the "right" metrics and priority metrics for each program, beyond just aligning with strategic priorities? What is the plan to streamline the number of dashboards rather than having multiple separate ones?
 - Kelli explained this is a new process for BCPH, so they are taking a strategic approach to identify priority metrics, work closely with A&F, and build dashboards that serve both internal decision-making and external transparency. They will be prioritizing certain metrics and dashboards first before expanding.
 - The team agreed the goal is to have a more comprehensive, shared dashboard rather than multiple disconnected ones. They will be intentional about what data and information is needed internally versus what is shared externally. The priority is to have dashboards that support both internal decision-making and external transparency.
 - All agreed for the need to be strategic in determining priority metrics and developing streamlined dashboards to meet the needs of various stakeholders, both internally and externally. The incoming MEL specialist will be key to this space.
 - Lindy agreed that this goes back to the priorities discussion around Executive and Staff level view, everything should connect together and link to the legislative policy agenda as well.
 - Lexi mentioned the KPI's should provide a lot of empirical information. We can match metrics up with evidence-based interventions, and then use that for thinking about program actions and talent and funding needs.

ITEM 5. Approval of Resolution 2024-3 2025 Recommended Budget.

Armando Guardiola presented the proposed 2025 budget resolution for BCPH, highlighting that it aligns with the agency's values of equity, sustainability, and fiscal responsibility. He noted that the strategic plan also played a key role in shaping the budget to ensure it supports public health outcomes. Armando provided an overview of the final budget numbers from the county commissioners, explaining that the biggest impact was a reduction related to the sustainable tax. He emphasized that BCPH will continue to work closely with the county to ensure accurate tracking and reporting and that we will continue to use the source and uses model as a basic standard for understanding the budget.

Looking ahead, Armand Guardiola outlined BCPH's long-term public health sustainability plan, which focuses on prioritizing core and equity-focused services, enhancing cost efficiencies, and implementing priority-based budgeting strategies. He noted this will be a significant undertaking in 2025, and BCPH plans to provide the board with an orientation on priority-based budgeting.

Board Member Fagan made a motion to approve the 2025 budget resolution, the motion was seconded by Board Member Harrison. With all Board Members present in favor of the motion, President McMillan declared the motion unanimously carried.

ITEM 6. Director's Report.

Lexi Nolen highlighted that in January staff will present some reflections on 2024 accomplishments. It's been a busy year and we do want to thank the board for your support this year.

ITEM 7. Old and New Business.

None.

ITEM 8. Adjournment.

There being nothing further to discuss, President McMillan declared the meeting adjourned at 6:39 p.m.

A handwritten signature in black ink, appearing to read 'Morgan McMillan', with a stylized, cursive script.

Signed, Morgan McMillan,
President

A handwritten signature in blue ink, appearing to read 'Alexandra Nolen', with a cursive script.

Signed, Alexandra (Lexi) Nolen,
Executive Director