OFFICIAL RECORD OF PROCEEDINGS

Boulder County Board of Health (BOH) Regular Meeting

In Person and Virtual Meeting: June 8, 2026

Board of Health Members in Attendance:

President Lindy Hinman, Vice President Amber Johnson, Morgan McMillan

BCPH Staff in Attendance:

Executive Director Lexi Nolen; Deputy Director Indira Gujral; Finance Manager Desiree Kazarosian; Budget Analyst Sarah DeVore; Environmental Health Division Manager Rachel Arndt; Family Health Division Manager Daphne McCabe; Policy Lead Tessa Hale; Water Quality Program Coordinator Erin Dodge; Consumer Protection Program Coordinator Shawn Johnson; Immunization Program Manager Carol Helwig; Emergency Manager Chris Campbell; Emergency Management Planner Kari Middleton; Food Safety Team Lead Zachary Lustgarten; Vector and Plan Review Team Lead Marshall Lipps; Chief Medical Officer Dr. Bob Belknap; Executive Administrative Assistant Patrick Kuhnell; Administrative Specialist Dalia Mohamed.

Boulder County Staff in Attendance:

Senior Assistant County Attorney, Erica Rogers.

Members of the Public who Provided Comment:

None

Meeting Called to Order.

Board President Hinman called the meeting to order at 5:33 p.m. and asked all participants to identify themselves for the record (see above). President Hinman 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

None.

ITEM 2. Approval of Meeting Minutes.

Board President Hinman made a motion, which was seconded by Board Member McMillan, to approve the May 11, 2026 Regular Board of Health minutes. With all Board Members present in favor of the motion, President Hinman declared the motion unanimously carried.

ITEM 3. Special Event Fee Presentation and Discussion

Presenters: Lexi Nolen, Rachel Arndt, Shawna Johnson, Zach Lustgarten

Staff presented a proposal to update BCPH's Special Event Food Vendor Fees, noting:

- Existing fees were outdated and no longer reflected actual workload.
- Significant growth in vendors, event scale, and inspection complexity had occurred since the last update.
- Data from 2018–2025 showing increased staff time for application review, vendor education, and on-site inspections.
- Proposal establishes a single special event license with tiered risk-based categories (low, medium, high), plus a single-event option for one-time vendors.
- 2026–2028 phased implementation to align cost recovery with workload and ensure equity.
- Introduction of a late application fee for vendors submitting <5 days before events, due to high staff burden (e.g., Boulder Creek Festival.)

<u>Discussion and Action Items on Special Event Fees:</u>

- Board Member McMillan asked whether the special event fee process would be streamlined for vendors, noting that vendors likely already pay fees to cities and event coordinators and expressing concern about multiple separate hurdles.
    - Rachel Arndt responded that for unincorporated county she would contact Community Planning & Permitting to work toward a single, integrated application, and that staff would also engage municipalities (starting with the City of Boulder) to better align processes.
    - Zach Lustgarten added that BCPH has strong relationships with the City of Boulder for large events and that increased cost recovery would support more outreach and coordination.
    - Shawna Johnson noted BCPH meets regularly with the City of Boulder and other cities and that integration has been a long-standing shared goal, particularly to reduce vendor confusion between city and county requirements.
- Board President Hinman requested that staff return to the Board with a concrete implementation plan for integrating special event processes with county and municipal partners, beyond ongoing discussion.
    - Rachel Arndt committed to providing an initial progress update in 3–4 months on county process integration (ahead of Sundance) and a more comprehensive update around April next year, either to the Governance and Budget Committee or the full Board of Health.

ITEM 3A. Public Comment on Special Event Fee

None. No members of the public signed up for comment

ITEM 3B. Board Vote on Special Event Fee

<u>Board Action:</u>

Board President Hinman moved to approve the proposed phased special event fee structure for 2026–2028, Board Member McMillan seconded. Motion passed unanimously.

ITEM 4. Discussion of Reserves Targets and Policy Implications

Presenters: Joel Wagner

Joel explained that the Board's reserve levels might temporarily rise above the 20% policy limit because, after the annual budget is adopted, BCPH often receives additional grants mid-year, which increase fund balance until expenditures are formally appropriated. He emphasized that these fluctuations are a normal administrative occurrence, not an indication of structural over-reserving, and that the issue is simply the timing gap between receiving revenue and updating appropriations. Joel recommended:

- Addressing this through an internal administrative policy—rather than revising the Board's formal reserve policy—because an internal process would offer greater flexibility to manage evolving financial circumstances without triggering unnecessary policy amendments.
- If the Board desires it providing parameters (e.g., limits on duration or size of temporary increases) to help guide the administrative process.

<u>Discussion on Reserves Targets and Policy Implications:</u>

- Board President Hinman asked why staff recommended handling temporary reserve levels above 20% by internal administrative policy rather than amending the Board's formal reserve policy.
    - Joel Wagner responded that an internal approach would provide more flexibility to address evolving circumstances without repeatedly noticing and changing Board policy.
    - Board Member McMillan added that she preferred to keep the current policy as is, rather than amending it for timing-related issues.
- Board President Hinman asked how and when the Board would be informed if reserves are projected to exceed policy thresholds and what would happen if a surplus is identified.
    - Joel Wagner stated that staff would use budget checkpoints (budget amendments and study sessions) to review reserves and would bring forward a plan for how any surplus would be used and how reserves would return to the 15–20% range.
    - Lexi Nolen and Desiree Kazarosian noted that key touchpoints are the April/May budget study session and October budget hearing, when revenues and reserve impacts are clearer.
- Board President Hinman asked whether the Board needs to revisit its policy on reserves and reserve use, particularly to limit using reserves for ongoing operations.
    - Lexi Nolen confirmed that the Governance and Budget Committee would work with staff to bring back a refined reserve policy that balances clear guidance with flexibility for changing circumstances.

<u>Action Items on Reserves:</u>

1. Staff to develop an internal administrative policy/procedure for temporary reserve levels above 20%, rather than changing the Board's formal reserve policy.

   a. Owner: Joel Wagner, with support from Desiree Kazarosian and the County Attorney's Office, and review by the Governance and Budget Committee.

   b. Next step: Draft the internal policy, then bring it back to the Board for input and discussion (not a formal Board action).

2. Use the April/May budget study session and October budget hearing as regular check-ins to:

   a. Owner: Joel Wagner, report where reserves are projected to land and present any plan for using surplus and bringing reserves back within 15–20%.

3. Revisit the Board's reserves policy to clarify how reserves may be used (emergency/one-time vs. ongoing operations) and bring any recommended changes back to the full Board.

   a. Owner Joel Wagner, staff, Governance and Budget Committee

ITEM 5. Warm Dry Winter Impact.

Presenters: Lexi Nolen, Rachel Arndt, Erin Dodge, Carol Helwig, Marshall Lipps, Kari Middleton

The Board received an extensive overview of public health implications of the exceptionally warm and dry winter, including:

Climate and Air Quality Impacts

- Record warmth and drought in Boulder County; wildfire risk increased.
- Earlier snowmelt intensifying ozone formation and dust pollution.
- Local and regional wildfire smoke affects vulnerable populations and strains public health messaging and monitoring.

Water Supply and Quality Impacts

- Reduced snowpack and reservoir levels threaten municipal supplies and groundwater.
- Increased concentration of pollutants in shrinking water sources.
- Rising frequency of harmful algal blooms, noted already in area waterways.

Communicable Disease & Vector-Borne Illness Impacts

- Climate-driven expansion of vectors such as mosquitoes and ticks.
- Early seasonal West Nile virus case reported June 2—the earliest on record locally.
- Presence of Aedes aegypti on the Western Slope increases long-term risk for dengue/chikungunya.
- Increased bat encounters due to warm winter conditions.
- Ongoing monitoring for St. Louis encephalitis, Ebola traveler screening, and measles cases statewide.

Emergency Preparedness & Response

- Longer, more destructive fire seasons; increased threat of urban conflagration.
- Public Safety Power Shutoffs (PSPS) are increasingly likely; impacts on medical infrastructure, long-term care facilities, and individuals dependent on powered medical devices.

- Emergency Management provided updates on training (800+ hours in 2025), partner coordination, and work with vulnerable groups.

Strategic & Workforce Implications: The Board discussed the need for:

- Clarity on agency roles and responsibilities across county departments.
- Updated agency strategy to prioritize staff capacity amid increasing emergency demands.
- Potential Board advocacy for federal public health infrastructure funding (e.g., to protect PHEP and epidemiology funding from cuts).
- Alignment with sustainability tax considerations and community climate equity resources.

<u>Discussion on Warm Dry Winter Impact:</u>

- Board Member McMillan asked for clarification on how community members can know when recreational waters (e.g., creeks, reservoirs) are safe, given concerns about algal blooms and low flows.
  - Erin Dodge and Rachel Arndt responded that municipalities monitor designated swim beaches and post closures (e.g., Union Reservoir), but most irrigation ditches and other waters are not monitored for swimming safety.
  - Staff emphasized the public message “when in doubt, stay out” and encouraged use of official swim beaches where testing and posting occur (e.g., Boulder Reservoir).
- Board President Hinman asked what the Board of Health could do to support staff in addressing the growing impacts of climate change and frequent emergencies, and how BCPH should prioritize within limited capacity.
  - Lexi Nolen responded that BCPH needed to clarify and potentially re-scope agency priorities, including being explicit about what the agency cannot take on, and to strengthen cross-agency agreements on roles and responsibilities.
  - Board President Hinman suggested this work should move through the Strategy Committee, leading to a refreshed strategy that identifies priorities, trade-offs, and specific support needed from the Board.
- Board Member McMillan noted Commissioner comments about shifting more responsibility for preparedness to community members and partners, and asked how BCPH’s work should reflect that.
  - Board Member McMillan suggested prioritizing collaborative preparedness work (e.g., with community organizations and vulnerable populations) over trying to respond to every individual concern if capacity is limited.
  - Lexi Nolen, Rachel Arndt, and Kari Middleton agreed that focusing on preparedness, partnerships, and shared infrastructure (e.g., cooling spaces, backup power, Climate Equity Fund projects) is critical, while acknowledging that resource inequities limit how prepared some communities can be.

- Board President Hinman asked whether the Board should be more directly involved in supporting funding and policy changes needed for climate, epidemiology, and emergency preparedness work.
    - Indira Gujral responded that federal funding for epidemiology and preparedness (e.g., PHEP, ELC) is at risk, and suggested the Board could help by engaging the congressional delegation and issuing letters of support when appropriate.
    - Rachel Arndt highlighted opportunities for Board support of local funding mechanisms, such as the Climate Equity Fund and sustainability tax, and the importance of maintaining key positions that serve vulnerable communities.
    - Lexi Nolen agreed to bring back a concrete package of funding and policy asks, routed through the Strategy Committee, for the Board to consider.

<u>Action Items on Warm Dry Winter Impact:</u>

1. Refresh BCPH strategy and priorities for climate and emergencies
    - Owner: Lexi Nolen, leadership team, Strategy Committee
    - Action: Re-evaluate agency strategy in light of climate-driven workload (air quality, drought, wildfire, vector-borne disease, power shutoffs), clarify:
    - What BCPH will prioritize, and
    - What BCPH cannot do given capacity.
    - Path: Work through the Strategy Committee, then bring a proposal/plan back to the full Board.
2. Clarify cross-agency roles and responsibilities
    - Owner: Lexi Nolen, division leaders (including Kari Middleton, Rachel Arndt)
    - Action: Work with other county departments and municipalities to clarify who is responsible for which aspects of:
    - Climate and drought impacts,
    - Emergency preparedness/response, and
    - Public safety power shutoffs and related public health issues (e.g., cooling, refrigeration, medical equipment).
3. Develop a concrete funding and policy “ask” for the Board
    - Owner: Lexi Nolen, with Indira Gujral, EPI and emergency management teams
    - Action: Assemble a package of specific asks for Board support, potentially including:
    - Funding strategies (local fees, sustainability tax, Climate Equity Fund, grants),
    - Policy/fee proposals (e.g., mosquito district funding for expanded surveillance), and
    - Priority shifts (what gets scaled up or down).
    - Path: First to the Strategy Committee for alignment, then to the full Board.
4. Support for local climate-related funding mechanisms (implied Board role)
    - Owner: Rachel Arndt and relevant program leads
    - Action: Continue connecting community partners (e.g., food pantries, resident-owned communities) to funding such as the Climate Equity Fund and sustainability tax; prepare specific requests where Board endorsement or advocacy would help.
5. Prepare federal funding advocacy opportunities
    - Owner: Indira Gujral, with Lexi Nolen and EPI/emergency teams

  - Action: Identify where Board letters of support or outreach to the congressional delegation could help protect or increase federal EPI and preparedness funding (given proposed HHS cuts), and bring those opportunities back to the Board in concrete form.

6. Mosquito and vector program alignment with changing risks (vector piece of climate impacts)
  - Owner: Rachel Arndt, Marshall Lipps
  - Action:
  - Plan for the next mosquito district fee reset to ensure funding covers emerging diseases (e.g., St. Louis encephalitis) and changing risk patterns.
  - Continue expanded surveillance work already planned (tick survey with CDPHE, St. Louis encephalitis testing).

ITEM 7. Director's Report.

Presenter: Lexi Nolen

Executive Director Lexi Nolen noted that the department is actively monitoring several ongoing public health issues, including Ebola travelers, new measles cases within the state, and a recently reported early-season West Nile virus case. She also shared that staff are moving forward with development of the upcoming budget and that internal budget meetings are underway this week. Finally, she reminded the Board that there will be no July Board of Health meeting due to the scheduled summer break, though the team remains prepared to convene if an urgent public health need arises.

ITEM 8. Old and New Business.

None.

ITEM 9. Adjournment.

Board President Hinman declared the meeting adjourned at 7:06 p.m.

Lindy M. H

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Signed, Lindy Hinman,

Board President

Alexandra Nolen

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Signed, Alexandra (Lexi) Nolen,

Executive Director