

LARIMER COUNTY BOARD OF HEALTH – March 21, 2019

The Larimer County Board of Health (BOH) convened its regular meeting at the Larimer County Courthouse , 200 W. Oak, Fort Collins, Colorado, in the Carter Lake Conference Room at 6 p.m.

Members Present:

Jennifer Lee

Janna West Kowalski

Teri Olson

Brian DelGrosso

Executive Secretary: Tom Gonzales

County Staff: Thomas Butts, Andrea Clement-Johnson, Kelli Curl, Jim Devore, Kelsey Lyon, Kim Meyer Lee, Dr. Chris Nevin-Woods, Katie O'Donnell, Bruce Peters, Sara Rhoten, Averil Strand, Lorenda Volker, Kate Whitman, Kori Wilford

Commissioner Liaison: Steve Johnson

Community Members: Phillip Woods

1. **Call to Order** - Jennifer Lee, BOH president, called the meeting to order at 6:02 p.m.
2. **Approval of the Minutes**

ACTION: Teri Olson made an initial motion to approve the February 2019 minutes.

Discussion: Janna West Kowalski had three corrections to the minutes, on page 4, they included “recommending” should be changed to recommends, in the Legislative Update on the fourth line change “is on” to is to, and in the same section it should read, the BOH is requesting that staff present or share evidence about the issues to make informed decisions.

Ms. West Kowalski made a second motion to approve the February 2019 minutes with the changes as discussed, it was seconded by Ms. Olson.

The motion was unanimously approved.

3. **Public Comment** – There was no public comment.

4. **Financial Report** – Bruce Peters presented an updated version of the financial report. There was not a lot of change in the intergovernmental revenue compared to previous versions of the financials. There was an anticipated shortfall for 2018 of \$68,000, but more revenue was received in 2018 than expected and department is now in the positive. The additional grant revenue is from the state and allocated specifically for the STI Program. Tom Gonzales clarified that this is because the state funding cycle and the department funding cycle don’t align. The shortfall in the personnel line item doesn’t include the \$176,940 reimbursement for retirement payouts. The county Budget Office will be presenting to the Commissioner’s Office and requesting they support the retirement payouts for the department.

Brian DelGrosso asked what the miscellaneous revenue was in the report? Mr. Peters said it represented grant funds of \$24,000, received from the state for the food program to implement the 2013 FDA food code as adopted by the Colorado BOH effective January 1, 2019.

5. **Medical Director’s Report** – Dr. Chris Nevin-Woods has been working with Dr. Adrienne LeBailly on three policies that are close to being completed, she will continue to work with Dr. LeBailly to finalize the policies and bring them to the BOH. Dr. Nevin-

Woods said Dr. LeBailly and staff have put in a lot of work on the policies. Mr. Gonzales said he will be meeting weekly with Dr. Nevin-Woods initially and will work on how to best prioritize her time.

6. **Picturing the Future Retreat** – Mr. Gonzales presented the results of a staff survey related to the BOH’s priorities for strategic planning. The staff’s top priorities were mostly in line with what the BOH had identified, staff did not get to see the BOH’s priorities in advance. Progress on the Community Health Improvement Plan and data/informatics didn’t score highly with staff because in the past the department hasn’t highlighted the role of CHIP and data to staff. Ms. West Kowalski said what the BOH’s prioritized, compared to what staff didn’t, are areas that public health is moving toward. This shows the need for staff education around Public Health 3.0.

Mr. Gonzales said the results of the staff survey showed that funding should be strategic with clear direction, growing a positive work culture, increased staff development and training, and more collaboration. Areas to avoid include negative work culture and making decisions without staff input. Mr. Gonzales shared a recent example where staff expressed that changes were happening too fast so a decision was made to slow down certain areas of activities in the annual work plan.

Mr. DelGrosso said he liked seeing the results of the survey and was happy the BOH sought out input from staff. Ms. Olson said the BOH now understands what the staff would like to see. Jennifer Lee said she will send a thank you message to staff and share the priorities of the BOH. Included in the message will be the BOH’s desire to include items the staff prioritized highly that weren’t prioritized by the BOH. Many of the priorities fall under major themes that can be addressed: workforce development, collaboration, communication, and operations.

The BOH discussed how to operationalize the priorities and put them into a plan, or framework, for moving forward. Mr. Gonzales proposed contracting with an outside firm to assist with strategic planning, and bring the plan to the BOH periodically for a check in. Ms. Lee asked the BOH what information they would like to have once the plan is in place to know how they’ve moved the needle? Ms. West Kowalski said the BOH’s role could be to set the priorities with Mr. Gonzales and let the staff perform the work in the plan. Mr. Gonzales asked for direction from the Board on the priorities, and support to develop a strategic plan. The BOH agreed to accept the “Picture the Future” report and set a March 2020 date for a completed department strategic plan. The BOH also requested that they receive frequent updates on strategic planning activities. Mr.

Gonzales said he appreciated staff input and that the BOH included staff input on the priorities.

7. **Public Health Week Proclamation** – Ms. Lee read a proclamation for Public Health Week, April 1 through 7, 2019. She said it's exciting to see public health more in the community's eye. Mr. Gonzales said the BOH and Board of County Commissioners are invited to a staff breakfast on April 3, and activities are being planned with the Colorado School of Public Health.

ACTION: Teri Olson made a motion to approve the proclamation for National Public Health Week, April 1-7, it was seconded by Mr. DelGrosso.

The motion passed unanimously.

8. **Family Planning Update** – Kate Whitman went over the additional funding that Family Planning received. The department received two different funding streams, \$40,000 to address sexually transmitted infections (STI) rates and the \$77,600 to support Family Planning operations. All of the funding has to be spent by June 2019. The funding will support the purchase of new computer equipment. Ms. Whitman said this shows the long-standing support for the program by the Colorado Department of Public Health and Environment. STI rates in Larimer County are rising and the additional funding will allow some family planning services to be offered on a sliding fee scale. The funding will be used to offer free STI testing for the month of April. The funding also allows for innovative ways to do community outreach.

Ms. Whitman also provided an update on the proposed rule changes to federal Title X funding. Title X will be celebrating 50 years in 2020 and the program specifically targets low income and youth to provide family planning services. The proposed rule changes by the current administration were posted March 4, 2019, with many of the provisions scheduled to take effect by May 3, 2019. There are currently seven lawsuits challenging the rule changes and Colorado has joined 20 other states. Ms. West Kowalski said she would like to see the report from the Colorado Attorney General when it is released. .

9. **Director's Report** –

- Mr. Gonzales said he continues to meet with staff to learn more about department programs.
- Mr. Gonzales recognized Health Educator Kelli Curl for being chosen as the Larimer County Employee of the Month.
- Mr. Gonzales did an interview with the Reporter-Herald after the County Health Rankings were released and highlighted the successes of the department and the work to address STI rates.
- The National Environmental Health Association selected the department to host an Environmental Health intern. The intern will be arriving at the end of May or early June and will be working on a few projects including a project to inventory public swimming pools and determine what regulatory framework is necessary to inspect public pools and hot tubs to prevent waterborne illness.
- 11 skunks have tested positive for rabies so far this year.
- The City of Fort Collins received funding to address health disparities in the county and the department's Built Environment Program was included in the funding. This will be a great partnership with the City of Fort Collins and aligns with the strategic planning discussion and public health policy work.
- The Environmental Health Director position has been reposted, Ms. West Kowalski is going to post the position nationally.

10. **Legislative Update** – Averil Strand shared a list of legislative priorities generated by the Colorado Association for Local Public Health Officials. Mr. Gonzales testified with CALPHO for the updated Clean Indoor Air Act. He read the letter the board supported at their February 2019 meeting.

11. **Board Member Updates** – No updates.

12. **The meeting adjourned at 7:31 p.m.**

Director's Report

March 2019

Workforce Development

Goal: Strengthen LCDHE's workforce to improve public health and environmental quality

2019 Annual Workplan Objective Goal and Result:

- By March 31, 2019, update staff contact information in Everbridge so that it can be used as an emergency notification system for staff.
 - Staff emergency contacts have been updated in Everbridge; notification system was used in building safety drills.
- Throughout the year, Board of Health requests needed important information about LCDHE to confidently promote and discuss the work of LCDHE programs.
 - Family Planning program supervisor presented to BOH on March 21 to discuss additional funding to address sexually transmitted infections (STI) and changes to Title X regulations.
- By late March, review covered entities report for Health Insurance Portability and Accountability Act (HIPAA).
 - Completed early March, with site visits completed on March 27. The site visit report is expected from BerryDunn the week of April 29.

Other Department Activities:

- Most of the department, including all clerical, environmental health and emergency preparedness, and reproductive health staff completed de-escalation training.
- Several environmental health staff successfully completed FDA's Standardization Course for Retail Food Safety Inspection Officers.
- Positive Youth Development training was offered by two health educators in early March. This training was well attended, both by staff as well as outside agencies, and provided important information about engaging youth in a well-organized manner.

Technology/Informatics

Goal: Strengthen capabilities to collect, analyze, share, and use data to make decisions

2019 Annual Workplan Objective Goal and Result:

- By April 1, 2019, develop a tracking tool to record and measure progress on complaints/incidents related to communicable disease, nuisance, conditions, or general Environmental Health complaints.
 - A Google spreadsheet was created and is in use to track Environmental Health related complaints. Other database tools are being explored.
- By April 1, 2019, develop a training plan for existing staff to become more comfortable understanding and discussing data.
 - Two data presentations for staff have been developed. The public health planner is working with the Leadership Team to ensure this training is understood as part of the planning process and how it fits in with the department's strategic plan.
- Throughout 2019, make necessary tweaks and enhancements to the Environmental and Consumer Health Operations (ECHO) database, its field inspection application and the reports that were employed at the end of 2018 to improve the system's usability.
 - All staff can access the "dashboard" to review violation trends for individual food establishments. An electronic profile form, to make changes to establishment information, has been implemented and an electronic voluntary condemnation form can be attached to inspection reports.

Other Department Activities:

- As part of the State's efforts to prevent fraud, each quarter the Field and Fraud units review security paper logging at all Vital Records offices with the goal being 100 percent of paper accounted for. For the first quarter of 2019, Larimer County Vital Records issued 6,885 sheets of security paper with every sheet of security paper accounted for in the Colorado Vital Records system.
- "Time to Issue" on-site wastewater treatment system permits are now being tracked to determine the average time between permit application and the date it is issued. Current average is six days (including weekends).

Communication

External Goal: Strengthen LCDHE's capabilities to provide information on public health programs and issues to external partners

Internal Goal: Strengthen LCDHE's internal communication capabilities

2019 Annual Workplan Objective Goal and Result:

- By April 1, 2019, submit at least one public health program accomplishment for the County Innovation Award or other awards, conference opportunities, etc.
 - The Environmental and Consumer Health Operations (ECHO) database efforts was submitted and named as a runner-up in the Larimer County Innovation Awards Program. ECHO replaces an outdated, cumbersome, and unsupported Access database to help maintain internal county control of data and support the new state regulations and inspection forms.
- By April 1, 2019, begin using a screening tool for foreign-born clients to increase referrals to the Tuberculosis (TB) program from within the department.
 - A presentation was made to the Immunization program to discuss screening parents and children who are at risk for TB based on country of origin or travel to high TB burden countries; a referral form and "script" for screening clients was also shared with the Nurse Family Partnership (NFP) program supervisor. NFP created a screening tool and introduced it to the NFP team, they will begin rolling it out in April with all clients at intake. Family Planning is using the referral process to TB for screening.

Community Partners

Goal: Develop and maintain strong relationships with key community partners to support public health

2019 Annual Workplan Objective Goal and Result:

- By March 30, 2019, create a written agreement with Banner Health and UHealth to have their facilities operate as Closed Points of Dispensing sites, when necessary.
 - Written agreements have been created for UHealth and Banner Health to function as closed Points of Dispensing.

Other Department Activities:

- PH Director attended the Connect First Leadership meeting hosted by the Bohemian Foundation. Connect First's top priority is to close the achievement gap as evidenced by three indicators: Kindergarten Readiness; 3 rd Grade Reading; and High School Graduation.
- Recognized Salud Clinic staff with a certificate of appreciation for their TB elimination efforts as part of World TB Day on March 24.
- Prenatal Plus/HCP staff and Health Communities staff presented to Alpha Center in Fort Collins and Life Choices in Loveland, sharing info on respective programs to support mutual clients (pregnant women).
- The Food Safety Collaboration Committee held their first 2019 meeting with 29 individuals, mostly food establishment operators participating. Topics discussed included regulation changes, new inspection form, how to disseminate information, and the inspection dashboard.
- Emergency Preparedness staff conducted meetings with partners to introduce new staff and discuss partnering with agencies in disaster/emergency response; agencies included CSU Health Services, Poudre Valley Hospital Infection Prevention, Columbine Health Systems, and the Larimer County Coroner.
- The Estes Park Communities that Care community board finalized strategy areas. Three community board members have volunteered to be action team leads for these identified strategies.
- A Positive Youth Development training was hosted by Larimer County health educators with approximately 50 participants from a variety of local agencies in attendance.
- Estes Park Communities that Care hosted a successful poverty simulation in partnership with the Estes Park School District and the Estes Park Nonprofit Resource Center. There were over 30 attendees and over 10 volunteers for the event.
- Staff from the Community Tobacco Initiative met with City of Loveland staff and Thompson School District staff to provide education on best practices to reduce youth access to tobacco products.

Health Equity

Goal: Increase awareness of health equity issues, its systemic causes, and opportunities to foster health equity

Goal: Remove barriers to healthcare and community resources to improve health outcomes among health disparate populations

2019 Annual Workplan Objective Goal and Result:

- By April 1, 2019, recruit for and develop a Healthy Larimer Committee, complete with roles and responsibilities, made up of community members with valuable lived experience, to serve as the implementation advisory committee of the Community Health Improvement Plan and in an advisory capacity to the department and other programs.
 - The Healthy Larimer Committee, consisting of 12 representatives from under resourced populations, has had two meetings that focused on developing processes and guidelines for the group. Their March meeting began the process of brainstorming areas of need around mental health and childcare.
- Provide at least five technical assistance offerings per quarter to our partners that focus on health equity in relationship to the built environment.
 - Since January, Built Environment staff have tracked over 44 technical assistance meetings. Highlights from the results of our technical assistance included: a draft Health and Equity spread in the City Plan (City of Fort Collins Comprehensive Plan); comments on the health and social section of the Larimer County Comprehensive Plan that support healthy and active lifestyles; and connecting the City of Berthoud Mayor to a Colorado Downtown Workshop to support the creation of a vibrant downtown.
- Throughout 2019, increase collaborative community outreaches in the Loveland area to increase referrals to maternity related programs offered by the department and provide information on other department programs to enhance their services and foster successes for all the agencies involved.
 - Prenatal Plus/HCP staff and Health Communities staff presented to Life Choices in Loveland, sharing info on respective programs to support mutual clients (pregnant women).
- Throughout 2019, identify, implement, and evaluate new outreach activities to reach the underserved populations in Larimer County.
 - Reproductive Health program met with staff from Northern Colorado Health Network (NCHN) to further discuss and plan for activities that would allow NCHN staff to provide low-barrier STI screening to their high-risk clients and during their outreach activities. Treatment of positives would be offered at LCDHE clinics, as well as any indicated follow up testing and counseling. Reproductive health supervisor also presented to a group of staff and clients of La Familia to discuss specific women's health concerns in Spanish.

- By April 1, 2019, improve access and affordability of STI services by updating the sliding-fee scale to include STI services.
 - STI services are offered at a sliding-fee scale, similar to the Family Planning sliding-fee scale. A comprehensive review of pricing structure is planned for later in 2019.

Other Department Activities:

- The Community Health Improvement Plan (CHIP) team hosted a meeting with partners and introduced the Health Equity Matrix and Toolkit. As an initial trial, partners were asked to utilize the Matrix to evaluate a program they work on to determine possible gaps in equitable practices. All LCDHE supervisors are currently assessing their programs utilizing this matrix. Further community education on the Matrix and Toolkit will happen in the summer.
- Staff hosted a Built Environment Speakers series focusing on the determinants of health. Professors from the Colorado School of Public Health conducted a one-hour training on the determinants of health with a small activity; the City of Fort Collins Engineering Department presented on previous work on incorporating health and equity into their sidewalk prioritization process; and The City of Greeley presented on incorporating community engagement into parks planning. Over 50 people attended.

Other Items:

- Medical Director Dr. Chris Nevin-Woods started her position at LCDHE. Staff are continuing to get to know her, develop a working relationship with her, and help to orient her to the various programs.
- Brought five Youth Action for Health members to Neutral Zone, a youth-driven teen center, to conduct a site visit that included a tour, program participation/observation, and consultation sessions with The Neutral Zone staff.