

LARIMER COUNTY | HEALTH AND ENVIRONMENT

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Director Tom Gonzales, MPH

BOARD OF HEALTH

Jennifer Lee, President
Bernard Birnbaum, MD
Janna West Kowalski, MS
Teri Olson, RN, MSN
Brian DeGrosso

Department of Health and Environment Mission:

Our mission is to promote a healthy community and reduce unnecessary suffering caused by preventable disease, disability, or death.

This mission is accomplished by providing community health and environmental health services, communicable disease control, health education, vital records management, health data assessment, development of policies that advance the public's health, and advocacy for community-based services that provide needed health care.

LARIMER COUNTY BOARD OF HEALTH – January 9, 2020

The Larimer County Board of Health (BoH) convened its regular meeting at 6:09 p.m. at the Larimer County Courthouse, 200 W. Oak, in the Carter Lake Conference Room.

Members Present:

Jennifer Lee
Dr. Bernard Birnbaum
Teri Olson
Brian DeGrosso

Executive Secretary: Tom Gonzales

County Staff: Nicole Berg, Andrea Clement-Johnson, Kelli Curl, Jim Devore, Stacie Hougard, Kelsey Lyon, Chris Manley, Shaun May, Kim Meyer-Lee, Katie O'Donnell, Bridget Paris, Sara Rhoten, Averil Strand, Lorenda Volker, Laura Walker, Kori Wilford

Commissioner Liaison: Steve Johnson

Community Members: Tina Mooney

Call to Order - Jennifer Lee, board president, called the meeting to order at 6:09 p.m.

Approval of the Minutes

ACTION: Dr. Bernie Birnbaum made a motion to approve the December 2019 minutes, Jennifer Lee seconded the motion.

The motion was unanimously approved.

Public Comment - There was no public comment.

Financial Report – Stacie Hougard, senior accountant with the county's finance department, provided a fund analysis through November 2019. Ms. Hougard explained the three-year average column on the report and talked through the reasons for some of the differences in current finances compared to the three-year average. The personnel line item is a good indicator for comparison when looking at the three-year average. With the new budget philosophy of matching expenses to what's in the budget, the expenses will be compared to previous years when spending was at 90 percent of the budget.



Public Hearing and Resolution - Shaun May presented an environmental health fee schedule and provided background for how the fees were determined and how they compare with other Colorado health departments. The department hasn't had an updated, comprehensive fee schedule for a number of years and the process moving forward will be one fee schedule for the BoH to approve yearly. The fees are intended to offset costs and nothing more. None of the fees are at 100 percent cost recovery, but the updated fees are closer to 75 to 85 percent cost recovery. Brian DelGrosso asked what the current average is for the actual cost, including fees that are set in state statutes. Mr. May said the current average is 60 percent and that the 40 percent not covered by fees comes from the department general fund which are local taxpayer dollars. Mr. May said most of the fees are predominantly staying the same and fees that are changing are one-time, non-recurring fees. Restaurant owner Tina Mooney provided public comment and said she came to see if license fees were going to be raised and after the presentation realized that's not the case. Commissioner Johnson said he has heard that restaurants are more interested in having more, and quicker, restaurant inspections and the fees don't affect their bottom line.

ACTION: Dr. Birnbaum made a motion to approve the fee schedule as presented and Teri Olson seconded the motion.

Discussion: Mr. DelGrosso said he will support the fee schedule because he feels there is a justified reason for the schedule and the fee increases. Ms. Olson said she's happy the BoH will be reviewing the schedule yearly.

The motion was unanimously approved.

Board of Health Bylaws review and update -

ACTION: Ms. Lee made a motion to approve the bylaws as presented and it was seconded by Mr. DelGrosso.

The motion was unanimously approved.

Public Health Director performance review process - Bridget Paris and Nicole Berg with human resources proposed a 360 feedback process that includes feedback from the director's direct reports and department heads. Mr. Gonzales also gave Ms. Paris a list of community partners from whom to receive feedback. Ms. Paris will present feedback from the 360 process to the BoH at the March 12 meeting. The BoH can make this an annual process, starting in November 2020. The BoH can enter into executive session for the performance evaluation, discussion about pay has to be done in an open meeting.

Approval of BoH 2020 meeting schedule -

ACTION: Teri Olson made a motion to approve the 2020 Board of Health meeting schedule, Janna West Kowalski seconded the motion.

The motion was unanimously approved.

Director's Updates - Mr. Gonzales gave an update on the department's involvement in Incident Command System 300 training. Additional updates were given on consumer protection, the creation of a reproductive health curriculum for Poudre School District, and a partnership with Thompson School District to provide school-based health services.

Strategic Planning Update - The department's leadership team and several staff members will review the working draft of the strategic plan and finalize it before BoH review. The leadership team will identify sponsors and goal stewards for each priority area in the plan to move the work forward. The BoH will review the final plan at the February 13 meeting.

Board Member Updates – A BoH retreat was scheduled for 2 to 5 p.m. on Thursday, April 16, before their regular meeting from 6 to 8 p.m. Location to be determined. The BoH meeting in March was rescheduled to Tuesday, March 10.

The meeting adjourned at 7:48p.m.