

OFFICIAL RECORD OF PROCEEDINGS

Boulder County Board of Health (BOH) Regular Meeting Boulder County Public Health Auditorium March 14, 2016

BOH Members Present: President Gregg Thomas and Board Members Sonya Jaquez-Lewis and Jorge DeSantiago. Absent: Vice President Don Misch, M.D., and Board Member Olga Bermudez.

Staff Members Present: Public Health Director Jeff Zayach, Director of Administrative Services Stephanie Martz, Director of Health Divisions Heath Harmon, Director of Strategic Initiatives Susan Motika, Budget Coordinator Jeff Rank, Human Resources Specialist Kristie Sykes, and Business Operations Manager Tammy Golden.

Meeting Called to Order.

President Thomas called the meeting to order at 5:33 p.m.

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

None.

ITEM 2. Consent Agenda.

A. Approval of February 8, 2016, Board of Health Meeting Minutes.

Board Member Jaquez-Lewis made a motion, which was seconded by Board Member DeSantiago, to approve the February 11, 2016, Board of Health minutes, as presented. With all Board Members voting in favor of the motion, President Thomas declared the motion approved. Absent: Board Members Misch and Bermudez.

ITEM 3. Resolution 2016-02, Approving 2016 Operating Budget.

Director of Administrative Services Stephanie Martz introduced and acknowledged Budget Coordinator Jeff Rank, who prepared the 2016 operating budget. She thanked Mr. Rank, as he was moving out of state, and this would be his last budget at BCPH. She introduced Human Resources Specialist Kristie Sykes, who will be working with former BCPH Budget Coordinator Sandy O'Connor to fill the budget coordinator duties until Mr. Rank's replacement is hired. Ms. Martz said she anticipated the new budget coordinator would be hired in June.

Ms. Martz presented the 2016 operating budget and said BCPH was in very good financial shape. She said the 2015 budget has been finalized. It was the first budget completed without the inclusion of expenses and revenues for the Addiction Recovery Centers (ARC), which was integrated from BCPH to Mental Health Partners in January 2015.

Ms. Martz said the Board of Health adopted the 2016 proposed budget (Resolution 2015-02) in July 2015 in the amount of \$13,935,385. Staff was requesting BOH approval of the final 2016 operating budget (Resolution 2016-02) in the amount of \$14,768,057, an increase of \$832,673 (6%) over the proposed budget that the Board adopted last July.

Ms. Martz said the BCPH Reserve Fund was \$2,681,788, which included \$252,341 of unused 2015 prior years' earnings (PYE) and \$192,794 of unused emergency preparedness contingency funding. The Reserve Fund was at 6.0%. She said the goal of BCPH was to maintain a Reserve Fund balance between 5-10% because an overfunded Reserve Fund balance would deflect funding from needed public health programs and services.

Ms. Martz highlighted some of the major items affecting the 2016 operating budget, including:

- 2016 market salary adjustments for select positions and a 1% across-the-board salary increase for all County staff (as approved by the Boulder County Commissioners).
- Moving Keep it Clean Partnership (KICP) fiscal agent responsibilities from BCPH to Boulder County. BCPH will continue to coordinate KICP activities and employ the KICP coordinator; however, Boulder County will provide all accounting functions, which will result in a more streamlined accounting process for both KICP and BCPH.
- Receiving one-time funding from the State of Colorado for immunizations and Ebola, as well as increased funding from the marijuana tax and Cancer, Cardiovascular, and Chronic Pulmonary Disease (CCPD) grants.
- Receiving federal grant funding for the Consumer Protection Program, drug-free communities, and healthy eating and active living (HEAL) programming.
- Expanding the issuance of vital records (VR) death certificates by any Colorado VR Office that is anticipated to decrease revenue for BCPH. VR fees are established by State Statute and in the past were traditionally used to subsidize other BCPH program activities.

Ms. Martz said \$288,328 in PYE was used to balance the budget. An additional \$182,960 in restricted carryover funds and \$394,239 in new requests were approved by the directors, resulting in a new PYE total of \$865,527 available to help support programming. Ms. Martz said Boulder County allows a maximum merit-to-base salary of 6% for County staff, yet BCPH caps merit increases at 5% in order to also provide merit increases for BCPH's grant-funded employees.

Public Health Director Zayach said he and Community Services Director Robin Bohannon have begun meeting with Boulder County Human Resources to discuss a potential living wage for staff. Board Member DeSantiago said he appreciated the support the County provided to its employees, as many families are struggling to contend with the high cost of living in Boulder. He said it is stressful for some staff, as they must work multiple jobs to make ends meet. Board members said they especially appreciated this support during the lean years, when so many agencies decreased wages or did not provide any salary raises.

Ms. Martz and Public Health Director Jeff Zayach then reviewed the 2016 operating budget in detail with the Board. The Board thanked Budget Coordinator Jeff Rank for his services at BCPH and wished him well.

Board Member Jaquez-Lewis made a motion, which was seconded by Board Member DeSantiago, to approve Resolution No. 2016-02, adopting the 2016 Operating Budget. With all Board Members voting in favor of the motion, President Thomas declared the motion approved. Absent: Board Members Misch and Bermudez.

ITEM 4. Director's Report.

OASOS: Board Member Jaquez-Lewis asked staff to comment on the recent approval the Open and Affirming Sexual Orientation and gender identity Support (OASOS) Program received from St. Vrain Valley School District (SVVSD) to be a district-approved presenter. Public Health Director Jeff Zayach said

SVVSD is a significant community partner. He stressed the importance of having a strong collaboration with SVVSD, as well as Boulder Valley School District (BVSD), to ensure that students throughout the county are able to access OASOS services.

Community-wide Eco-pass: Director of Health Divisions Heath Harmon said the Regional Transportation District (RTD) does not have a strong desire to pursue implementation of a community-wide Eco-pass at the current time, mainly due to economics.

Sugar-Sweetened Beverage Panel Discussion: Public Health Director Jeff Zayach acknowledged Board Member DeSantiago for participating on a panel discussion recently that was hosted by Boulder County Public Health. Director of Strategic Initiatives Susan Motika said without Board Member DeSantiago's participation, the message would not have been as powerful and inspiring. Board Member DeSantiago said it was important to stress the importance of the detrimental effect that sugar-sweetened beverages had on children. He thanked staff for organizing the well-planned event, which was attended by over 150 people.

ITEM 5. Old and New Business/Announcements.

A. Discussion on Tabled Consent Agenda Items (if any).

None.

B. Old and New Business.

None.

C. Announcements.

None.

ITEM 7. Adjournment.

There being nothing further to discuss, President Thomas declared the meeting adjourned at 7:09 p.m.



Gregg Thomas, President



Jeffrey J. Zayach, Public Health Director