



## Adams County Board of Health Meeting Minutes

Thursday, March 21, 2024  
5:30 p.m. virtual only

Adams County Government Center  
5<sup>th</sup> Floor Study Session Room

The public is welcome to attend the Adams County Board of Health meeting via the live stream [Zoom](#), Passcode 076213 The Board of Health agenda and meeting information can be viewed online at <https://www.adcogov.org/adams-county-board-health>.

### 1. Call to order

The meeting was called to order at 5:37 p.m.

### 2. Roll call

#### Board of Health members:

- Dr. Dee Dee Gilliam, DNP, RN, PHN– present
- Brett Keiling, BSN, RN, CCRN-K – present
- Jeremiah Lindemann – present
- Dr. Sheela Mahnke – present
- Dr. Lisa Winkler – present

#### Health Department Leadership:

- Dr. Kelly Weidenbach, DrPH, MPH, Executive Director Adams County Health Department – absent
- Levon Hupfer, LAC, MAC, Deputy Executive Director - present
- Dr. Bernadette Albanese, M.D., MPH, Medical Officer – present
- Brian Hlavacek, MAS, REHS, Environmental Health Division Director – present
- Adam Anderson, MPH, MURP, Epidemiology & Data Science Division Director - present
- Dr. Darci Martinez, DNP, FNP-C, Nursing Division Director - absent
- Monica Buhlig, MPH, Health Equity & Strategic Initiatives Division Director – absent
- Michelle Harris, MPH, RDN, Nutrition and Family Health Division Director - present
- Michael Young-Hall, Public Health Performance & Business Excellence Division Director – present

#### County Leadership:

- Mellissa Sager, J.D., Assistant County Attorney – present



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## **Adams County Health Department Staff present:**

Madison Soukup, Mental Health Promotion Specialist  
Jenifer Zawadowski, Public Health Emergency Preparedness and Response Planner  
Renata Trisilawati, Community Air Network Coordinator  
Michael Ruddock, Public Health Policy & Public Affairs Senior Advisor  
Lisa Oliveto, Emergency Preparedness and Response Supervisor  
Jeff McCarron, Environmental Health Specialist IV  
Keri Howard, Keri Howard, Diabetes Education Program Coordinator  
Nora Suarez, Administrative Coordinator, Nutrition and Family Health  
Kirby Reed, Nutrition and Family Health Manager  
Brain Mead, Environment Health Supervisor

### **3. Review and approval of agenda**

#### **4. Approval of previous meeting minutes, February 15, 2024**

Brett Keiling, BSN, RN, CCRN-K, motioned to approve the meeting minutes from February 15, 2024, and Dr. Lisa Winkler seconded it. All were in favor, and the motion was approved.

#### **5. Approval of Contracts and Ratification of Contracts executed using expedited protocol.** There were no contracts ratified using the expedited protocol this month.

Mellissa Sager, Assistant County Attorney, informed the board that this agenda item would be removed from future agendas because of the new signature policy approved by the board last month. This information will now be covered in the monthly financial report and/or directly from the Division Directors.

#### **6. Proclamation Honoring Keith Homersham's Legacy**

Dr. Sheela Mannke read PROCLAMATION No. 2024-001, honoring Keith Homersham, Environmental Health Manager, and his life and legacy with the Tri-County and Adams County Health Departments.

#### **7. Monthly Financial report**

Michael Young-Hall, Operation and Accreditation Manager

#### **8. Policy and Legislative updates**

*Michael Ruddock, Policy and Public Affairs Senior Advisor*

The presentation material is available for viewing on the Adams County Health Department website: <https://adamscountyhealthdepartment.org>

Brett Keiling, BSN, RN, CCRN-K motioned to approve Michael Ruddock's policy development request pursuant to Adams County Health Department's Policy Regarding ACHD Engagement in Policy at Federal, State, and Local Levels of Government. The motion was seconded by Dr. Dee Dee Gilliam, DNP, RN, PHN, and all board members were in favor. The motion was approved.



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## 9. Executive Director's report

*Kelly Weidenbach, DrPH, MPH, Executive Director*

Levon Hupfer, Deputy Executive Director, provided the board with an update on the National Public Health Week activities planned for the health department.

### **Celebrating National Public Health Week (NPHW)!**

- **NPHW Proclamation**  
**Tuesday, April 2 at 9:30 a.m.** at Government Center Public Hearing Room  
Staff are encouraged to attend a Public Hearing to support the reading of the Proclamation for NPHW and to take a staff photo.
- **Lunch on ACHD**  
**Tuesday, April 2, starting at 11:30**  
Lunch boxes are delivered to ACHD office locations (Brighton location staff are welcome to join in at any location).
- **Community Listening Events**  
**Monday, April 1 & Wednesday, April, 3**  
Residents, ACHD leadership, and elected officials are invited to "Coffee with Community" events to discuss health topics relevant to the Adams County community and available ACHD programs.

Cup Coffee House (Reunion) Monday, April 1  
10601 Reunion Pkwy  
Commerce City, 80022

Wednesday, April 3  
6230 Glencore Street  
Commerce City, 80222

## 10. Study Session

The presentation materials are available for viewing on the Adams County Health Department website: <https://adamscountyhealthdepartment.org>

- a) **SP Update: Business Excellence** - *Michael Young-Hall, Performance and Business Excellence Division Director*
- b) **Diabetes Education Program** – *Keri Howard, Diabetes Education Program Coordinator*

## 11. Comments, announcements, and other business



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**12. Adjournment**

Jeremiah motioned to adjourn the meeting at 7:12 p.m., seconded by Dr. Dee Dee Gilliam. All in favor.

*\* Notes that a decision or vote needs to be made by the board*