



Adams County Board of Health Meeting Minutes

Thursday, November 17, 2022
5:30 p.m.

Adams County Government Center
Brantner Gulch B Room

The public is welcome to attend the Adams County Board of Health meeting in-person at the Adams County Government Center, Brantner Gulch B Room, located at 4430 South Adams County Parkway, Brighton, CO 80601; or remotely via the livestream <https://zoom.us/j/96013337013?pwd=M1hzMHBibFZ1WXdUeGthbVo4N1M3UT09>. 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

Adam County Board of Health meeting held on Thursday, November 17, 2022, was called to order by Dr. Shelia Mahnke at 5:36 p.m.

2. Roll call

Boad of Health Members:

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| Dr. Dee Dee Gilliam | Present |
| Brett Keiling | Present |
| Jeremiah Lindemann | Present |
| Dr. Sheela Mahnke | Present |
| Dr. Lisa Winkle | Present |

Health Department Leadership:

| | |
|-----------------------------------------------------------------------------|----------|
| Kelly Weidenbach, DrPH, MPH, Executive Director, Adams County Public Health | Absent |
| Brian Hlavacek, MAS, REHS, Environmental Health Division Director | Present |
| Adams Anderson, MPH, MURP, Epidemiology & Data Science Division Director | Present |
| Darci Martinez, DNP, FNP-C, Nursing Division Director | Present* |
| Monica Buhlig MPH, Health Equity & Strategic Initiatives Division Director | Present |
| Michelle Harris, MPH, RDN, Nutrition and Family Health Division Director | Present |
| Bernadette Albanese, M.D., MPH, Chief Medical Officer | Present |
| Mellissa Sager, J.D. Assistant County Attorney | Present |

*Darci Martinez arrived just after roll call at 5:40 p.m.

3. Review and approval of agenda

No changes to agenda requested.

4. Approval of previous meeting minutes

Board considered approval of meeting minutes for the Board's October 12th Special Meeting and their October 20th Regular Meeting. Brett Keiling made a motion to approve the minutes, Dr. Dee Dee Gilliam seconded, and the motion carried.

5. Monthly Financial report

ACHD's Public Health Operations & Accreditation Manager, Michael Young-Hall, provided this month's Financial Report. Michael stated that 73% of implementation funds have been allocated and that we are on track to spend 100% of these funds prior to the end of the year.

6. Contracts and Agreements - Adam Anderson flagged an upcoming temp-staff contract for COVID-19 response staff that the Board will receive. Mellissa Sager flagged a template contract that the Board will receive for vital records courier services for funeral homes and the delivery of death certificates.

A. * Colorado Hospital Association Contract

Adam Anderson provided a summary of this agreement, describing it as a Data Use Agreement needed to obtain data sets from the Colorado Hospital Association. Dr. Lisa Winkle asked how the data obtained would be used. Jeremiah Lindemann asked what year this current data set will be for and how often we get new data. Dr. Bernadette Albanese said that this data will allow ACHD to answer specific questions about the community landscape received from different divisions/programs within ACHD, the Board of Health, partners, and the community. Brett Keiling made a motion to approve ACHD signing this contract, Dr. Lisa Winkle seconded, and the motion carried.

B. * Consultant Pharmacist Agreement

Darci Martinez provided a summary of this agreement, providing details of the work ACHD's Consultant Pharmacist will do under this agreement including the development of written protocols, maintain ACHD pharmacy compliance with laws, providing clinical consultation to ACHD staff, and training ACHD staff. This agreement is also needed for ACHD to obtain 340B discount pricing on medications dispensed by the department. Dr. Dee Dee Gilliam motioned to approve ACHD signing this contract, Jeremiah Lindemann seconded, and the motion carried.

C. Expedited Board Approval of Urgent Contracts

Mellissa Sager explained that ACHD will have a large number of contracts for execution leading up to ACHD's January 1, 2023 go-live date and that some contracts requiring Board approval may not be able to wait until the next Board meeting. As such, Mellissa asked for the Board's thoughts on how they would like to review these contracts for approval between meetings and provided a few approaches – Board President alone can approve; Board President's designee(s) can approve; Can obtain full Board approval by email. Dr. Sheela Mahnke asked what the needed turnaround time will be – 24 hours – and asked if Board members are checking emails daily. All Board members indicated they are checking at-least daily. Dr. Sheela Mahnke expressed interest in having full-Board review given that the Board is new and wants to be engaged. Requested Process for Board Approval of Urgent Contract – (1) Email full Board; (2) Include brief summary of contract and contact information for contract lead; (3) Include clear subject line requesting contract approval; and (4) follow up with a text to the full Board flagging the need for contract approval.

7. Executive Director’s Report

Dr. Kelly Weidenbach, ACHD’s Executive Director, was unable to attend this meeting therefore an Executive Director report was not provided.

8. Study Session/Informational Items

A. * Operational Guidelines Regarding Adams County Health Department Engagement in Policy at Federal, State and Local levels of Government – Monica Buhlig

Monica Buhlig, Health Equity & Strategic Initiatives Division Director, provided an overview of an internal ACHD policy developed to guide the policy activities of ACHD staff, including required approvals prior to certain engagement activities. Dr. Sheela Mahnke asked where Board of Health policy activities fit into this policy, like Board members testifying at the General Assembly, and asked whether and how she might bring a policy engagement activity to the Board for review. Mellissa said that Board members are not permitted to speak on behalf of the Board of Health unless that engagement was approved by a majority of the Board but that Board members are always permitted to engage on policy in their personal capacity or in their other roles.

B. 2022 Adams County Community Health Assessment Presentation- Callie Preheim

Callie Preheim, currently serving as Tri-County Health Department’s Public Health Planning Project Manager, provided this presentation. Jeremiah Lindemann asked if Health Kids 2022 data is available yet and whether we had looked social connection data. Callie said that is the next step. Adam noted that we have seen a huge drop off in schools participating in the Healthy Kids survey due to push back against sexual health and gender identity questions. Monica Buhlig said that ACHD is developing a plan to work with schools and will have staff working with schools specifically. Dr. Sheela Mahkne asked what schools are in Adams County and [the link to the County page listing out school districts](#) was provided.

9. Comments, announcements, and other business

Dr. Sheela Mahnke asked Dr. Albanese about hospital capacity with RSV, Flu, and COVID. Dr. Albanese said that RSV cases spiked early, we are already seeing flu go up, and COVID will go up as well. Dr. Albanese is closely monitoring all case counts.

10. Adjournment

Jeremiah Lindemann made a motion to adjourn, Dr. Dee Dee Gilliam seconded, and the motion carried. The Board meeting was adjourned at 7:32 p.m.

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