



**Adams County Board of Health
Special Meeting Minutes – Annual Retreat**

**Thursday, August 28, 2025
9:30 a.m. – 4:00 p.m.**

**Adams County Government Center
Brantner Gulch C**

The public is welcome to attend the Adams County Board of Health, Special Meeting – Annual Retreat, in person at the Adams County Government Center, located at 4430 South Adams County Parkway, Brighton, CO 80601, in the Brantner Gulch C conference room. Please note: Visual recording will not be conducted for this Special Meeting, as the regularly used recording equipment will not function appropriately in the designated meeting space.

1. Call to Order

The meeting was called to order at 9:45 a.m..

2. Roll Call

Board of Health Members

- Dr. Dee Dee Gilliam, DNP, RN, PHN Board of Health President - present
- Jeremiah Lindemann, Board of Health Vice-President - present
- Dr. Sheela Mahnke - present
- Dr. Lisa Winkler – present
- Brett Keiling, BSN, RN, CCRN-K – absent

Adams County Health Department Leadership

- Dr. Kelly Weidenbach, DrPH, MPH, Executive Director - present
- 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 - present
- Dr. Suzuho Shimasaki, Strategic Health Initiatives, Division Director - present
- Michelle Harris, MPH, RDN, Nutrition and Family Health Division Director - present
- Michael Young-Hall, Performance and Business Excellence Division Director – present

County Leadership:

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

Guests:

- Erin Phillips, Performance Excellence Manager
- Joe Tschida, *Performance Management Analyst*

- Dionne Stroter, County Manager, Adams County Colorado

3. Review of the Agenda

4. Board Performance Management Strategy and Metrics

Slides and handouts are available on request.

Erin Phillips, Performance Excellence Manager

- a. Strategy – Finalize and agree upon Board priorities; develop realistic and attainable 3-year plan; and establish regular review and monitoring cadence
- b. Metrics – Review ACHD performance management system and establish structure for regular review during Board of Health meetings.

5. Meeting Break – Lunch and Headshots

6. Review and Discuss Draft ACHD Fund Balance Recommendations

Michael Young-Hall, Performance and Business Excellence Division Director

7. Review and Discuss Draft ACHD Reduction in Workforce Recommendations

Michael Young-Hall, Performance and Business Excellence Division Director

8. Board of Health Governance

Handouts are available on request.

Melissa Sagar, J.D., Assistant Adams County Attorney

- a. Review and Discuss Governance Related Duties and Activities – Current State and Possible Changes
- b. Review and Discuss Board of Health Meetings – Current State, Possible Changes, Updated Templates, and New Guidance
- c. Resolution to Approve Second Amended Board of Health Bylaws*
Dr. Dee Dee Gilliam, DNP, RN, PHN motioned to approve the Resolution Adopting Second Amended Board of Health Bylaws, and Jeremiah Lindemann 2nd the motion. Motion carried.
- d. Resolution to Approve First Amended ACHD Operational Directive – Signature Authority*
Jeremiah Lindemann motioned to approve the Resolution Adopting Second Amended Board of Health Bylaws, and Dr. Dee Dee Gilliam, DNP, RN, PHN 2nd the motion. Motion carried.
- e. Resolution Codifying Appointment of Kelly Weidenbach, DrPH, MPH, as Public Health Director of the Adams County Health Department*
Jeremiah Lindemann motioned to approve the Resolution Adopting Second Amended Board of Health Bylaws, and Dr. Lisa Winkler 2nd the motion. Motion carried.

- f. Resolution Codifying Appointment of Deirdre Gilliam, DNP, RN, PHN , as President of the Adams County Board of Health*

Dr. Lisa Winkler motioned to approve the Resolution Adopting Second Amended Board of Health Bylaws, and Jeremiah Lindemann 2nd the motion. Motion carried.

- g. Resolution Codifying Appointment of Jeremiah Lindemann, as Vice President of the Adams County Board of Health*

Dr. Lisa Winkler motioned to approve the Resolution Adopting Second Amended Board of Health Bylaws, and Dr. Sheela Manhke 2nd the motion. Motion carried.

9. Comments, Announcements, and Other Business

10. Adjournment

The meeting was adjourned at 3:58 p.m..

** Notes Board of Health Action Items*