

OFFICIAL RECORD OF PROCEEDINGS

Boulder County Board of Health (BOH) Regular Meeting Boulder County Public Health (BCPH) Auditorium May 13, 2019

BOH Members Present: President Gregg Thomas and Board Members Morgan McMillan, Jorge DeSantiago, and McKenzie Rieder. Absent: Vice President Olga Bermudez.

Staff Members Present: Public Health Director Jeff Zayach, Director of Health Divisions Heath Harmon, Director of Strategic Initiatives Susan Motika, Interim Director of Administrative Services Megan Hatten, Water Quality Program Coordinator Erin Dodge, and Business Operations Manager Tammy Golden.

Meeting Called to Order.

President Thomas called the meeting to order at 5:29 p.m.

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

None.

ITEM 2. Consent Agenda.

The consent agenda included the following items:

- A. *Approval of March 11, 2019, Regular Board of Health Meeting Minutes.*
- B. *Approval of January-April 2019 Financial Statements.*

Board Member McMillan made a motion, which was seconded by Board Member DeSantiago, to approve the consent agenda, as presented. With all board members present voting in favor of the motion, President Thomas declared the motion approved. Absent: Vice President Olga Bermudez.

ITEM 3. Public Hearing on Resolution 2019-02, Approving Revised Onsite Wastewater Treatment System (OWTS) Fees.

Water Quality Program Coordinator Erin Dodge presented this item and said since the Water Quality Program was building a new database, staff decided to conduct a thorough evaluation of the program's processes and the onsite wastewater treatment system (OWTS) fees schedule. She said OWTS fees haven't been updated in Boulder County since 2012. The evaluation also helped to ensure the program's continued compliance with Colorado Water Quality Control Commission Regulation 43 (i.e. the OWTS requirements for all Colorado counties).

Staff's evaluation indicated that additional OWTS fees were justified to help recover program costs associated with the issuance of OWTS permits in Boulder County, in accordance with Colorado Revised Statutes (C.R.S.) §25-10-107. Ms. Dodge said the proposed fees were comparable to those charged in neighboring counties.

Staff calculated the proposed fees through database tracking of staff hours spent working on each type of permit, as well as other direct OWTS activities. Several new fees were added to help recoup costs for permits requiring additional staff time to process. Ms. Dodge said the proposed fees represented roughly 57% cost recovery for staff working on OWTS. State Statutes currently place a \$1,000 cap on permit fees, with an additional \$23 surcharge for administrative costs – \$20 of which is returned to the State of Colorado Water Quality Control Fund, with the remaining \$3 retained by the local public health agency. The \$23 surcharge was originally assessed by the State on new OWTS permits only, but it can now also be applied to OWTS repair and upgrade permits. Ms. Dodge detailed the revised fees schedule, noting that the property transfer fee hasn't changed since being implemented in 2008.

Board Member McMillan asked if the fees could be increased to recoup more than 57% of staff time. Ms. Dodge said the fees are set by State Statute. She said her statewide peers have asked about increasing fees, but that would require changes to State Statutes, so it's unlikely to happen anytime soon.

President Thomas asked if outreach was conducted with the local community to share the proposed fees. Ms. Dodge said staff conducted outreach with local installers, who didn't voice opposition and did express appreciation for the reduction in minor repair fees. A public notice for the public hearing was also published in the local newspapers and on the program's website in compliance with state law.

President Thomas opened the public hearing and asked if anyone wished to speak. There being none, he closed the public hearing. Board Member McKenzie made a motion, which was seconded by Board Member DeSantiago, to approve Resolution 2019-02, revising OWTS fees for Boulder County. With all board members present voting in favor of the motion, President Thomas declared the motion carried. Absent: Vice President Bermudez.

ITEM 4. Director's Report.

Director of Administrative Services Resignation: Public Health Director Zayach announced that BCPH Director of Administrative Services Aaron Pratt resigned from BCPH recently to accept the Boulder County budget director position. Mr. Zayach said he appreciated Mr. Pratt's contributions to BCPH and said he was one of the best administrative directors he's worked with. He said Mr. Pratt was instrumental in helping to develop BCPH's strategic plan. He also played an important role in Boulder County's transition to a new financial enterprise resource planning system. Mr. Zayach said recruitment for Mr. Pratt's replacement has begun, and the new director should start by the end of June. He said Budget Manager Megan Hatten has agreed to serve as interim Director of Administrative Services.

Administrative Services Division and Oracle Update: Interim Director of Administrative Services Hatten gave an update on Boulder County's new financial system, System-Wide Integrated Financial Tracking (SWIFT), that went live on May 1. SWIFT (i.e. Oracle) is the largest system transformation in Boulder County history. Ms. Hatten said, as expected, there have been some early glitches, but overall the transition has gone fairly smoothly. She said dated financial systems and processes have been converted to a single, leading-edge software solution. Staff from across Boulder County participated the past year to configure, test, and train on the new system, which will enable the County to elevate its ability to provide the best in public service through ensuring compliance with increasingly complex state and federal regulations; leveraging and strengthening buying power across all county departments; creating efficiencies/automated transactions; eliminating duplication and errors from manual entry; enhancing design-making with live information on actual data; providing real-time data; and increasing transparency as a result of improved and consistent reporting capabilities.

Ms. Hatten outlined next steps and gave an update on current or upcoming staffing changes in the Administrative Services Division because of resignations and retirements. These positions included the Director of Administrative Services, as well as staff in Contracts, Accounting, and the site services/vital records manager.

Mobile Home Park Act Bill: Director of Strategic Initiatives Susan Motika shared applause from the County Commissioners for staff's involvement in spearheading collaboration of County staff and community partners to advance a legislative bill that will strengthen protections for mobile home park residents.

Legislative Update: Director of Strategic Initiatives Motika announced that staff will provide a legislative update at the June 10 Board of Health meeting. They will report on the sex education bill, tobacco measures, the mobile home park bill, the red flag bill, and other current legislative topics.

Health Equity Coordinator: Director of Strategic Initiatives Motika provided an update on recruitment for the new health equity coordinator, who will provide expertise and leadership to advance health equity and inclusion at BCPH and throughout Boulder County and the community. The position will work with the Health Equity Coordinating Committee (HECC), Boulder County's Cultural Responsiveness and Inclusion Advisory Committee (CRIAC), and community partners.

Community Mental Health Initiative (CMHI): Board Member Rieder asked if there were plans to involve students in CHMI. Director of Strategic Initiatives Susan Motika said staff is working with St. Vrain Valley School District (SVVSD) and Boulder Valley School District (BVSD), and she would be happy to discuss the increased involvement of students in the initiative.

Hepatitis A Vaccination Outreach: Board Member Rieder said she's heard positive feedback about the hepatitis A vaccination clinic conducted by BCPH nurses at the Boulder County Jail. She said it is a great project and hoped the nurses had plans to conduct another clinic at the jail.

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.

President Thomas said he recently visited Vietnam on a work fellowship where he met with non-governmental organizations (NGOs) about protecting the environment. He said Vietnam is a beautiful country but suffered from serious environmental issues, including air pollution, solid waste, and water quality.

ITEM 6. Adjournment.

There being nothing further to discuss, President Thomas declared the meeting adjourned at 6:21 p.m.



Gregg Thomas, President



Jeffrey J. Zayach, Public Health Director