

**ARCHULETA COUNTY PUBLIC HEALTH DEPARTMENT TRANSITIONAL
ADVISORY COMMITTEE MEETING MINUTES
July 17, 2023**

The Archuleta County Public Health Department Transitional Advisory Committee held a regular meeting on July 17, 2023. Vice Chairperson John Ranson called the meeting to order at 9:02 a.m., noting committee members John Ranson, Andrea Phillips and Ashley Wilson present. Committee Members Sally Kennedy and Susanne Bryant attended via Zoom.

Disclosures and/or Conflicts of Interest

There were none.

Approval or Adjustments to Agenda

Committee Member Andrea Phillips moved to approve the agenda as presented. Committee Member Ashley Wilson seconded the motion and it carried unanimously.

Public Comment

There were none.

County Public Health Director Comments

Not an action item.

Consent

A. Review and Approval of Meeting Minutes from July 10, 2023.

Committee Member Andrea Phillips moved to approve the consent agenda. Committee Member Sally Kennedy seconded the motion and it carried unanimously.

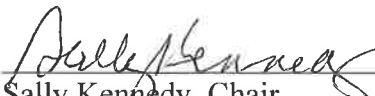
New Business

A. Work on Memorandum to Board of Health with Recommended Programs - Not an action item.

The next meeting will be a special meeting on Friday, July 21, 2023 at 8:00 a.m.

With no further business coming before the committee, Vice Chairperson John Ranson adjourned the meeting at 10:07 a.m.

Approved this 16th day of August, 2023.


Sally Kennedy, Chair

7/17/23 TAC Meeting Notes

1) Public Health Director Comments:

- Ashley meeting with WIC tomorrow
- Early Childhood Council meeting with her later this week regarding a planning grant. Will be going to Durango for training for funding opportunities and grant management.
- Many state agencies are reaching out to her and she's scheduling meetings to learn more about all of them.
- She's hoping to meet with Well Woman's Cancer Screening in La Plata next week about a program share (i.e., clinic nurse staffing)
 - Andrea – any update on Medical Director? We're meeting with CDPHE later today and will ask again.
 - Will need to have that in place before January, but maybe 4th quarter?

2) New Business:

- Memo to Board of Health –
 - Hope to present to Board of Health at their work session on July 25th.
- The budget should be revised to match the flow of the memo and org chart (to follow the foundational services)
- Org chart should include the staffing number for the lower numbers.
- Add to the memo the contract positions that are being considered.
- The budget is coming in much lower than the \$2 million that was earmarked for the department.
 - John, for the budget, do we want to leave the 3 columns with the various percentage comparisons?
 - Susanne, don't forget that a major revenue stream will not go through the public health department but the planning department.
 - Also don't forget to include the Flexible Food Model Grant that could be used for training for our Environmental Health staff and later, for restaurant owners and staff training.
 - Where did the initial \$2 million number come from? Need to go back to look at early notes. Maybe from the dissolution share for Archuleta? Maybe from federal funding?
- Susanne - Item G – does “spa” mean swimming pools or hot springs or salons? Change to “public swimming pools, mineral baths and hot springs as defined in the Model Aquatic Health Code.”
- Important to relay this is the recommendation for the initial year of operation and that certain programs are suggested for later.
- Item 3 – clarify that the \$2 million will not be a contribution from the general fund in the first several years.
- Andrea – should the memo include future plans for a 5-10 year plan?
 - Ashley – maybe in the budget section, we could give a short synopsis of recommendations for growth.
 - Public Health is dependent by funding streams and community needs. Priorities shift with federal and state funding so growth of the department would rely on that.

- Sally – this should be stated at the start of the memo.
 - Include the mission statement at the beginning of the memo.
- Is our projected budget more than what the county has contributed in the past to SJBPH?
Yes, we were at \$277K last year and we're showing about \$600K for this year. Will pay more out of general fund. Not necessarily that we're spending more but more that the SJBPH fund has built it's fund balance over time.
 - We believe we'll have better service specific to our residents. It's worth spending a little bit more.

Scheduling:

- Special Meeting on July 21st at 8am
- Possible final wrap-up/thank you on August 14th.