ITEM 1. Meeting called to Order. Role Call. Approval of Meeting Minutes.

Director Vahling called the meeting to order at 5:36 P.M. and asked all members to identify themselves for the record (see above). They declared that a quorum was present and that notice of this meeting was posted on the Broomfield Board of Health website.

Director Vahling advised that each member of the Board has a copy of the Minutes of the April 6, 2023, Board of Health meeting. There were no corrections or additions to the minutes. Director Vahling advised that the minutes of the meeting of the board of health of April 6, 2023, stand approved as submitted by the director of public health.

ITEM 2. Voting for Board of Health Officers.

Nominations for Chair: Board Member McCutchon

Motion: Board Member Ginde motions to appoint Board Member McCutchon as the 2023 Chairperson for the Board of Health effective 5.4.2023.

Second: Seedorf

Approve: Ginde, Lustgarten, Seedorf, Valdez, McCutchon

Dissent: N/A

Director Vahling declares the motion approved.

Nominations for Vice Chair: Board Member Valdez
Motion: Board Member McCutchon motions to appoint Board Member Valdez as the 2023 Vice Chairperson for the Board of Health effective 5.4.2023.
Second: Lustgarten
Approve: Ginde, Lustgarten, Seedorf, Valdez, McCutchon
Dissent: N/A
Director Vahling declares the motion approved.

ITEM 3. Board of Health Procedures Discussion.

Pat Gilbert discussed the public hearings procedures and how they were developed. This is a living breathing document that can be revised at any time.

Questions: Board Member Seedorf: How much advance notice will there be for a hearing procedure? Pat Gilbert described that there could be show cause hearings that would also provide a memo as background information. Director Vahling described that proposed hearing items would be put on the agenda and the board would be provided with background information before bringing it as a procedure.

Board Member Lustgarten: For licensing matters hearings, after the hearing how does the deliberation process happen? Pat Gilbert explained that the board is a public body and will operate in the public setting to deliberate. If there is a legal issue, the board has the opportunity to call an executive session to discuss the legal issue.

Board Member Seedorf: For hearings section C, is what is listed the required hearings or are there other legal requirements for hearings by the board? Pat Gilbert described the current hearing processes for hearings on licenses (ex. ambulances) that currently are under the LLA but might be transferred to the board of health if Council decides to transfer authority.

Motion: Board Member Seedorf motions that the proposed board of health procedures be adopted.
Second: McCutchon
Approve: McCutchon, Valdez, Ginde, Lustgarten, Seedorf
Dissent: N/A
Director Vahling declares the motion approved.

ITEM 4. Board of Health Agenda Setting Process Discussion.

Deputy Director Deb Federspiel led the discussion around options for setting the Board of Health agendas.

Chair McCutchon discussed that she prefers the third option proposed based on her experience on past boards to make it the most collaborative process.

Board Member Seedorf agreed that the third option is the best approach so the board can help set the agendas. She suggested that if something comes up in between meetings that there be a process to have staff reach out to the Chair or full board to add to the agenda. Pat Gilbert reinforced that email is fine to create agendas as long as the substance of the content is not discussed via email.

Board Member Lustgarten asked for clarification that they will still put suggestions for agenda items in the spreadsheet so the board still has an idea of what to include for agenda items for the next month and going forward for a transparent process and agreed to option 3 for setting agendas.

Chair McCutchon asked if it is possible at the meeting to pull up the agenda spreadsheet to make decisions about how to set up the agenda to be fully transparent.
Director Vahling brought up that the public health staff has already begun to populate agenda items for this first year to help get the board onboarded.

Decision was to use option 3 of the board setting the agenda during board meetings with input from staff in the spreadsheet.

Deputy Director Federspiel discussed that at the June meeting public health staff had planned to provide a legislative summary following the close of the legislative session. The board members agreed to this proposed agenda item.

Board Member Seedorf asked if we can provide information about upcoming review cycles such as the Community Health Needs Assessment.

Deputy Director Federspiel pulled up the agenda tracking spreadsheet for discussion.

Board Member Seedorf asked about putting on the August agenda information sharing by the board members who attend the NACCHO conference in July. Board Member Ginde agreed that this would be a helpful agenda item and if they could plan together as a board on which sessions to attend so they can cover as many of the sessions as possible.

Director Vahling suggested that at the June meeting public health staff provide a presentation on the current community health improvement plan.

Board Member Lustgarten asked about how the process with hearings will work in terms of scheduling them when setting agendas. Director Vahling discussed that there will be an opportunity to have study sessions in advance to be able to set up the agendas with sufficient time. Pat Gilbert discussed that the public health staff will know in advance about any licensing hearings to prepare the board.

ITEM 5. May Mental Health Awareness Month Presentation.

Presenters: Sarah Mauch and Zoe Lemieux

Questions: Board Member Ginde asked how does insurance or lack of insurance and ability to pay intersect with the mental health resources? Sarah Mauch discussed that it’s an issue being able to match all insurance types with the resources. Board Member Ginde discussed that we know there is an equity issue with access to care that the board and public health staff need to be aware of with mental health resources.

Chair McCutcheon asked about the CTC program and when they are looking at the different groups for youth (ex. BIPOC, LGBTQ), are they looking at the high functioning neurodiverse youth as a group who are struggling and don’t have the same level of support or services? Alison Long said that they are working on a youth assessment this summer and would like to talk more to Chair McCutcheon about this group and how to include them in the assessment.

ITEM 6. Board Member Comments and Updates.

Director Vahling discussed the Mental Health Partners breakfast this week and the presentation of Workplace Mental Health with an equity lens and will share the presentation slides with the board.

Board Member Seedorf discussed that she is interested in hearing the local perspective around the impacts of the community health worker roles and the Medicaid reimbursement that is included in the bill that was passed (enactment in 2026).
Board Member Valdez mentioned that Adams 12 had naloxone from the state bulk fund and she was part of the training for the administrators in the buildings to have naloxone.

Agenda item for June meeting proposed to add a presentation on the Air Quality Monitoring campaign.

ITEM 7. Adjournment.

There being nothing further to discuss, Director Vahling declared the meeting adjourned at 7:04 P.M.

Elizabeth McCutchon, Chair

Date: Jun 6, 2023

Laura Shek, Board of Health Administrator

Date: 06/01/2023