Board of Health Agenda
May 26, 2017
10:00 a.m. Lake City Area Medical Center – 700 N. Henson St., Lake City, CO 81235

A. Call meeting to order, roll call – Jim Loud, Erin Cavit, Melanie Kukuk, Scott Lamb, Lyn Lampert, Susan Thompson
B. Reading and approval of minutes from April 26, 2017 – 1 correction to change word under E. 4: over $10k others shall sign. Scott motioned with change, Erin 2nd; passed unanimous
C. Modifications to agenda – Discussion items 7 & 8 were removed because documents were not ready
D. Approval of agenda - approved
E. Discussion Items
   1. Discuss appointment committee recommendations for staggered terms and appointing Lyn Lampert to the board – Appointments Committee – Scott and Susan recommended appointing Lyn Lampert to the board; Board accepted nomination; Scott and Susan recommended the following staggered terms:
      Lyn Lampert – 5 yrs.
      Erin Cavit – 3 yrs.
      Jim Loud – 5 yrs.
      Melanie Kukuk – 3 yrs.
   2. Discuss OWTS (status of our adopted Reg and communication from the state)
      Communication from state –
      • STPHD Reg 43 submitted and approved. We are about ½ thru 45 day wait period before it becomes effective
      • New Redline version of Reg 43 released by end of June. Road tour throughout state to describe differences between the versions. Tara, Lyn, Jim, Melanie will attend Alamosa presentation in Alamosa on June 15th; Erin will attend June 7th in Montrose
      Request for Composting/Incinerator toilets on Richter property –
      • discussion included Michael Averette, Mineral OWTS Enforcer. Property has very limited gray water to filter; composter not a good option due to fact it will not work properly when cold. Mr. Richter will put in vault system. Incinerator seemed like a good fit and appropriate use on this high alpine tundra location. Michael suggested recommending high water alarm for this system. Board voted: Erin moved to approve use of incinerator toilet with a vault option for Mr. Richter, Susan 2nd; Jim noted this is a case by case approval for such systems. Passed unanimous
      Request for vault on Getz property –
information came through late this week regarding details. Not enough to make a decision. Mr. Getz wants to put a vault on his property up Rio Grande road and Jack referred him to PH office for a variance. Board needs to know if there is currently a well in place or if there will be a well put on the property; if the property can accommodate an OWTS; and what the plat looks like. Tara will request this information and put on next meeting’s agenda for review.

3. Discuss District fee schedule – Tara provided board only what Alamosa charges for Retail Food fees. Board decided it would be best to address all fees including OWTS and to address this with a committee consisting of both county OWTS inspectors and county administrators. Tara will line this meeting up and bring back to the board a more comprehensive list that the committee has input on (Scott, Michael, Jack, Janelle, Deanna, Tara)

4. Discuss proposed Signing Authority Policy – few minor revisions were discussed. Designees will be the members at large.

5. Discuss any contracts up for consideration (WCPHP, etc.) – No current contracts to sign today. Upcoming contracts that should come across any day – West Central Public Health Partnership (no money); Region 10 – Sr. Coordinator for $22,000, Homemaker for $12,000; Region 8 – Homemaker for $15,000; Most others will be still issued to HCPHA because of the multi-year contract cycle. Tara will forward any that come across desk as soon as they come in.

6. Discuss D&O insurance quote – question about what “Aggregate Policy” means. Tara will clarify with Laura and send response to board to determine how to move forward. Discussion had about obtaining General Liability insurance as well. Tara already requested that quote but it’s not ready yet. Erin asked if it would cover items in the building should something happen to the building. Tara will follow up.

7. Discuss contract proposal for OWTS contractual services (waiting on attorneys) – Not ready

8. Discuss proposal for CPA services for District (if ready) – Not ready

9. Budget overview (if time allows) - Tabled

F. Executive Session: none

G. Action Items

1. Consider approval of District fee schedule – Tabled. Will wait for committee recommendations

2. Consider approval of Signing Authority policy – Erin moved to accept version with changes; Lyn 2nd, Passed unanimous

3. Consider approval of contracts – None to consider

4. Consider approval of D&O Insurance option to cover the board – Tabled.

5. Consider approval OWTS Contract Agreement (waiting on attorneys) – Not ready

H. Director’s Report - Tara discussed the need for OWTS contract to be in place soon. Having to handle OWTS more in PH office now. It is still undetermined if we need a separate audit for STPHD. If so, working on contract to use current CPA for Hinsdale. This year’s audit for 2016 is a jumbled mess with creation of new budget for STPHD.

I. Board Chairman/Directors’ Reports:


J. Next Meeting – Friday June 23rd in Creede

K. Adjournment – 11:32 a.m.