



Shawn Davis, Chair  
Bebe Kleinman, Vice Chair  
Kristine Burrows  
Dr. Mark Levine  
Terrence Walker  
Michelle Weinraub  
Mark Mcmillan

# Arapahoe County

## Arapahoe County Board of Health

### Agenda

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**Wednesday, December 18, 2024**

**DOC Conference Room**

**3:00 PM**

**Public Health - Willow**

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The public is welcome to attend the Board of Health meeting in the Arapahoe Board Room, located at 6162 S. Willow Dr. Greenwood Village CO 80111 or virtually on Teams [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NGVjYTk5NzctNDQ2OC00YWRkLWE4MDctMDEyNzUwOTJhYzJi%40thread.v2/0?context=%7b%22Tid%22%3a%2257d7b626-d71d-47f6-84c1-c43bda19ba16%22%2c%22Oid%22%3a%22c0695c0a-202a-41ae-9aa5-a71df8e21ec2%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGVjYTk5NzctNDQ2OC00YWRkLWE4MDctMDEyNzUwOTJhYzJi%40thread.v2/0?context=%7b%22Tid%22%3a%2257d7b626-d71d-47f6-84c1-c43bda19ba16%22%2c%22Oid%22%3a%22c0695c0a-202a-41ae-9aa5-a71df8e21ec2%22%7d)

The Board of Health agenda and materials can be viewed online at <https://arapahoe.legistar.com/Calendar>.

**1. \*CALL TO ORDER**

**2. \*APPROVAL OF MINUTES**

November Meeting Minutes

[24-728](#)

**Attachments:** [BOH Meeting Minutes 20241120](#)

**3. \*PUBLIC COMMENT**

Individuals are invited to speak to the Board of Health about any topic. To provide Public Comment, please contact the Board of Health Liaison ([aschmidt@arapahoegov.com](mailto:aschmidt@arapahoegov.com)) at least 30 minutes prior to the start of the respective board meeting. Speakers will be called in the order in which they signed up. Each person has a 3-minute time limit for comments, unless otherwise noted by the Chair. Individuals must state their name and address for the record prior to making remarks. Virtual public comment is allowed during Public Comment

Period by joining the virtual meeting link or calling 1-719-569-5048 and entering the Conference ID: 443 152 952# when prompted.

**4. \*DIRECTORS' COMMENTS**

**5. \*GENERAL BUSINESS ITEMS**

**6. \*STUDY SESSIONS**

- 6.a. FY 2024 Q3 Financial Report [24-725](#)  
**Attachments:** [2. BOH\\_FY24 Finaical Update December 2024](#)  
[FY 2024 Q3 Financials](#)
- 6.b. 2025 Move Update [24-726](#)  
**Attachments:** [December 2024 BOH Move PH Update for 2025](#)
- 6.d. November-December Director's Report [24-727](#)  
**Attachments:** [BOH\\_Director's Report\\_20241218](#)

**7. ADMINISTRATIVE SESSION**

- 7.a. Director Performance Review

**8. EXECUTIVE SESSION AND COUNTY ATTORNEY LEGAL MEETING**

As required by law, specific agenda topics will be announced in open meeting prior to the commencement of the closed and confidential portion of this session. C.R.S. § 24-6-402(4).

**9. \*ADJOURN**

*Arapahoe County is committed to making its public meetings accessible to persons with disabilities. Please contact the Planning Division at 720-874-6650 or TTY 711, at least three (3) days prior to a meeting, should you require special accommodations.*



# Arapahoe County

5334 South Prince Street  
Littleton, CO 80120  
303-795-4630  
Relay Colorado 711

## Board Summary Report

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**File #:** 24-728

**Agenda Date:** 12/18/2024

**Agenda #:**

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Shawn Davis, Chair  
Bebe Kleinman, Vice Chair  
Kristine Burrows  
Dr. Mark Levine  
Terrence Walker  
Michelle Weinraub  
Mark Mcmillan

# Arapahoe County

## Arapahoe County Board of Health

### Meeting Minute Summaries

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**Wednesday, November 20, 2024**  
**3:00 PM**

**Public Health - Willow**  
**DOC Conference Room**

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[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NGVjYTk5NzctNDQ2OC00YWRkLWE4MDctMDEyNzUwOTJhYzJi%40thread.v2/0?context=%7b%22Tid%22%3a%2257d7b626-d71d-47f6-84c1-c43bda19ba16%22%2c%22Oid%22%3a%22c0695c0a-202a-41ae-9aa5-a71df8e21ec2%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGVjYTk5NzctNDQ2OC00YWRkLWE4MDctMDEyNzUwOTJhYzJi%40thread.v2/0?context=%7b%22Tid%22%3a%2257d7b626-d71d-47f6-84c1-c43bda19ba16%22%2c%22Oid%22%3a%22c0695c0a-202a-41ae-9aa5-a71df8e21ec2%22%7d)  
The Board of Health agenda and materials can be viewed online at <https://arapahoe.legistar.com/Calendar>.

**1. \*CALL TO ORDER**

**Present** Bebe Kleinman, Shawn Davis, Kristine Burrows, Terrence Walker, Michelle Weinraub, Mark Mcmillan, and Mark Levine

**2. \*APPROVAL OF MINUTES**

**2.a.**

**Attachments:** [BOH\\_Meeting\\_Minutes\\_20241016](#)

A motion was made by Burrows, seconded by Kleinman, that this Minutes be approved. The motion carried by the following vote:

**Aye:** Kleinman, Davis, Burrows, Walker, Weinraub, Mcmillan, and Levine

**3. \*PUBLIC COMMENT**

Individuals are invited to speak to the Board of Health about any topic. Each person has a 3-minute time limit for comments, unless otherwise noted by the Chair. Individuals must state their name and address for the record prior to making remarks. Virtual public comment is allowed during Public Comment Period by calling 1-719-569-5048 and entering the Conference ID: 443 152 952# when prompted. The last four digits of the number you are calling from will be called when it is your turn to speak.

**4. \*DIRECTORS' COMMENT**

**5. \*GENERAL BUSINESS ITEMS**

**5.a** 2025-2030 Community Health Improvement Plan Presentation for Adoption

**Attachments:** [CHIP\\_ApprovalPresentation\\_Nov2024](#)  
[CHIP\\_Nov2024](#)

A motion was made by Davis, seconded by Levine, that the presented Community Health Improvement Plan be approved. The motion carried by the following vote:

**Aye:** Kleinman, Davis, Burrows, Walker, Weinraub, Mcmillan, and Levine

**6. \*STUDY SESSIONS****6.a.** ACPH Director's Report - November 20th, 2024

**Attachments:** [BOH\\_Director's Report\\_20241120](#)

This is a report from the director of the Arapahoe County Public Health Department for the period of October 16th - November 15th 2024, presented to the Board of Health.

**7. EXECUTIVE SESSION AND COUNTY ATTORNEY LEGAL MEETING**

As required by law, specific agenda topics will be announced in open meeting prior to the commencement of the closed and confidential portion of this session. C.R.S. § 24-6-402(4).

**8. ADJOURN**

*Arapahoe County is committed to making its public meetings accessible to persons of all abilities. Please contact the Board of Health at 303-734-5412 or BoardOfHealth@arapahoegov.com, at least three (3) days prior to a meeting, should you require special accommodations.*

\*Items marked with an asterisk will be live streamed for public viewing.



# Arapahoe County

5334 South Prince Street  
Littleton, CO 80120  
303-795-4630  
Relay Colorado 711

## Board Summary Report

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**File #:** 24-725

**Agenda Date:** 12/18/2024

**Agenda #:** 6.a.

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# ARAPAHOE COUNTY



# Financial Update

Breanna Paderewski

Director of Finance and Administration



# Agenda

- CALPHO Policy Update
- FY24 3rd Quarter Financials



# FY24 Quarterly Financials

# 3rd Quarter Highlights

## Revenue

- Collected 85.2% of Budget
- Total Revenue \$20.3m
- \$7.1m in County Contribution
- \$11.3m in Reimbursable Grant Revenue

### Revenue Aging

\$	53,438	September
\$	332,933	October
<b>\$</b>	<b>386,371</b>	<b>Total</b>

## Expense

- Expensed 76.8% of Budget
- Total Expenses \$18.3m
- Salary and Benefits Total \$11.4m



# FY 2024 Q3 Financial Summary

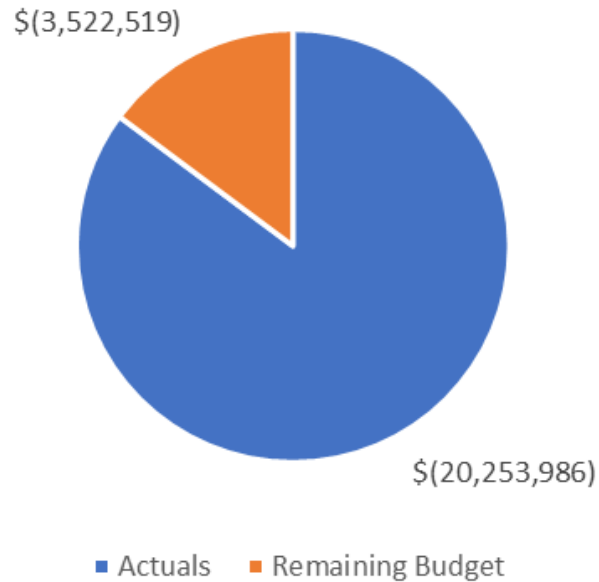
Revenue	Budget	Actuals	% of Budget
Grant	\$ (14,688,306)	\$ (11,281,263)	76.8%
Fee for Service	\$ (2,009,184)	\$ (1,883,051)	93.7%
Public Health Fun	\$ (7,079,015)	\$ (7,089,672)	100.2%
Investment Rever	\$ -	\$ -	-
<b>Total Revenue</b>	<b>\$ (23,776,505)</b>	<b>\$ (20,253,986)</b>	<b>85.2%</b>

Expenditure	Budget	Actuals	% of Budget
Salary	\$ 15,826,497	\$ 11,445,556	72.3%
Benefits	\$ 4,251,959	\$ 3,061,394	72.0%
Supplies	\$ 514,289	\$ 679,832	132.2%
Services	\$ 2,796,924	\$ 2,750,795	98.4%
Community Progr	\$ -	\$ 45,592	-
Capital Outlay	\$ -	\$ -	-
County Services	\$ 361,736	\$ 270,090	74.7%
Transfer Out	\$ 25,100	\$ -	0.0%
<b>Total Expenditure</b>	<b>\$ 23,776,505</b>	<b>\$ 18,253,259</b>	<b>76.8%</b>

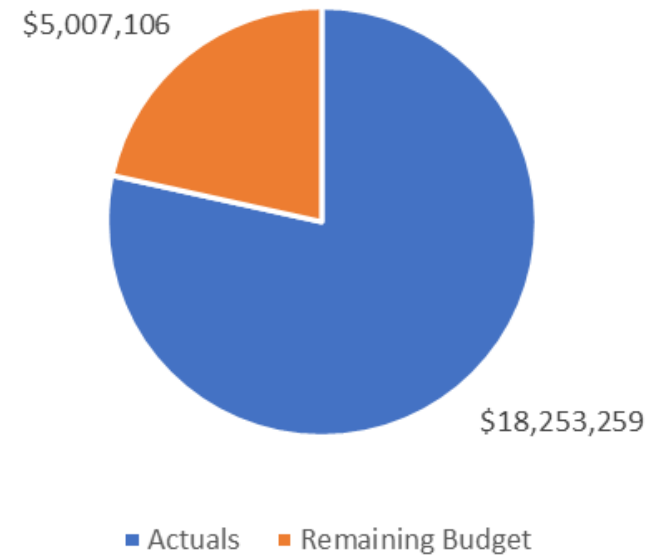


# FY 2024 Q3 Financial Summary

FY 2024 Jan-Sept Revenue



FY 2024 Jan-Sept Expenses



# Questions

Commitment Item	FY 2024 Budget	FY 2024 YTD Actuals	FY 2023 YTD Actuals	Parked	Encumbrance	Avail Funds
<b>Revenue</b>						
42340 Permit Renewal Fees	\$ (1,977,866.00)	\$ (1,246,258.45)	\$ (1,544,615.49)	\$ -	\$ -	\$ (731,607.55)
42342 VITAL RECORDS PAYMENTS	\$ (31,318.00)	\$ (436,170.84)	\$ -	\$ -	\$ -	\$ 404,852.84
42344 NURSING SERVICE FEES	\$ -	\$ (52,585.42)	\$ -	\$ -	\$ -	\$ 52,585.42
42346 MEDICAID REIMBURSEMENT PAYMENTS	\$ -	\$ (148,005.08)	\$ -	\$ -	\$ -	\$ 148,005.08
42348 Other Insurance Reimbursements	\$ -	\$ (30.76)	\$ -	\$ -	\$ -	\$ 30.76
<b>42 Licenses and Permits</b>	<b>\$ (2,009,184.00)</b>	<b>\$ (1,883,050.55)</b>	<b>\$ (1,544,615.49)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (126,133.45)</b>
43124 Opioid Settlement Payments	\$ -	\$ (49,552.64)	\$ -	\$ -	\$ -	\$ 49,552.64
43126 Federal Pass Thru State Grant	\$ (899,403.00)	\$ (7,328,726.37)	\$ (415,024.46)	\$ -	\$ -	\$ 6,429,323.37
43127 Federal Money Other	\$ (60,797.00)	\$ -	\$ (59,809.00)	\$ -	\$ -	\$ (60,797.00)
43128 State Money Other	\$ (10,775,224.00)	\$ (440,212.76)	\$ (8,069,586.07)	\$ -	\$ -	\$ (10,335,011.24)
43129 Local Money Other	\$ (7,079,015.00)	\$ (7,089,671.79)	\$ (7,000,000.00)	\$ -	\$ -	\$ 10,656.79
43340 Comm Correction Roll Over Revenue	\$ -	\$ (20.00)	\$ -	\$ -	\$ -	\$ 20.00
43380 Misc State Reimbursement	\$ (848,938.00)	\$ (57,270.00)	\$ -	\$ -	\$ -	\$ (791,668.00)
43386 Colorado State Grant	\$ (342,028.00)	\$ (3,373,909.87)	\$ (248,501.43)	\$ -	\$ -	\$ 3,031,881.87
<b>43 Intergovernmental</b>	<b>\$ (20,005,405.00)</b>	<b>\$ (18,339,363.43)</b>	<b>\$ (15,792,920.96)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,666,041.57)</b>
49908 Miscellaneous Reimbursement Revenue	\$ (218,133.00)	\$ -	\$ (408.96)	\$ -	\$ -	\$ (218,133.00)
49909 Miscellaneous Grant Reimbursement	\$ -	\$ (27,580.65)	\$ (25,619.85)	\$ -	\$ -	\$ 27,580.65
49999 Miscellaneous Revenue	\$ (1,543,783.00)	\$ (3,991.01)	\$ -	\$ -	\$ -	\$ (1,539,791.99)
<b>49 Miscellaneous</b>	<b>\$ (1,761,916.00)</b>	<b>\$ (31,571.66)</b>	<b>\$ (26,028.81)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,730,344.34)</b>
<b>Total Revenue</b>	<b>\$ (23,776,505.00)</b>	<b>\$ (20,253,985.64)</b>	<b>\$ (17,363,565.26)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (3,522,519.36)</b>
<b>Expense</b>						
51112 Permanent Salary/Wages	\$ 15,539,143.00	\$ 11,259,049.19	\$ 8,898,674.95	\$ -	\$ -	\$ 4,280,093.81
51114 Overtime	\$ -	\$ 66,085.37	\$ 18,643.49	\$ -	\$ -	\$ (66,085.37)
51116 Incentive Pay	\$ -	\$ 92,303.06	\$ 134.62	\$ -	\$ -	\$ (92,303.06)
51117 Salary/Wage Other	\$ 287,354.00	\$ 3,292.67	\$ 3,083.42	\$ -	\$ -	\$ 284,061.33
51121 Temp Salaries/Wages	\$ -	\$ 24,825.96	\$ 63,331.09	\$ -	\$ -	\$ (24,825.96)

Commitment Item	FY 2024 Budget	FY 2024 YTD Actuals	FY 2023 YTD			Avail Funds
			Actuals	Parked	Encumbrance	
<b>51 Salaries</b>	<b>\$ 15,826,497.00</b>	<b>\$ 11,445,556.25</b>	<b>\$ 8,983,867.57</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,380,940.75</b>
52132 Life Insurance	\$ 24,868.00	\$ 18,153.81	\$ 15,862.89	\$ -	\$ -	\$ 6,714.19
52133 Disability	\$ 44,418.00	\$ 29,904.52	\$ 13,196.06	\$ -	\$ -	\$ 14,513.48
52134 ER EAP	\$ 121.00	\$ 2,135.99	\$ -	\$ -	\$ -	\$ (2,014.99)
52135 HOMETHRIVE	\$ 185.00	\$ 4,894.88	\$ -	\$ -	\$ -	\$ (4,709.88)
52136 Short Term Disability	\$ -	\$ 5,512.67	\$ -	\$ -	\$ -	\$ (5,512.67)
52140 Payroll Taxes	\$ 1,188,742.00	\$ 842,552.88	\$ 657,511.61	\$ -	\$ -	\$ 346,189.12
52150 Retirement Benefits	\$ 1,328,131.00	\$ 968,546.90	\$ 719,480.66	\$ -	\$ -	\$ 359,584.10
52171 Deferred Comp Contrib Cty	\$ 8,550.00	\$ 6,811.27	\$ 5,919.30	\$ -	\$ -	\$ 1,738.73
52231 Health Insurance	\$ 1,570,944.00	\$ 1,123,552.29	\$ 922,678.71	\$ -	\$ -	\$ 447,391.71
52232 Dental Ins Premium	\$ 76,848.00	\$ 50,176.81	\$ 34,025.69	\$ -	\$ -	\$ 26,671.19
52242 Worker's Compensation	\$ 9,152.00	\$ 9,152.00	\$ -	\$ -	\$ -	\$ -
<b>52 Employee Benefits</b>	<b>\$ 4,251,959.00</b>	<b>\$ 3,061,394.02</b>	<b>\$ 2,368,696.92</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,190,564.98</b>
53210 Office Supplies	\$ 63,347.00	\$ 27,419.67	\$ 23,518.27	\$ -	\$ 11,862.50	\$ 24,064.83
53211 Postage	\$ 17,962.00	\$ 21,208.18	\$ 12,767.02	\$ -	\$ -	\$ (3,246.18)
53212 Books	\$ -	\$ 2,018.19	\$ 447.64	\$ -	\$ -	\$ (2,018.19)
53230 Materials	\$ -	\$ 2,251.62	\$ 395.19	\$ -	\$ -	\$ (2,251.62)
53240 Operating Supplies	\$ 375,339.00	\$ 284,315.11	\$ 318,727.85	\$ -	\$ -	\$ 91,023.89
53243 Gas & Oil	\$ -	\$ 870.23	\$ -	\$ -	\$ -	\$ (870.23)
53250 Kitchen Supplies	\$ -	\$ -	\$ 102.98	\$ -	\$ -	\$ (102.98)
53256 Food & Beverages	\$ 273.00	\$ 9,562.65	\$ 7,727.65	\$ -	\$ -	\$ (9,289.65)
53272 Safety Supplies	\$ -	\$ 1,790.85	\$ -	\$ -	\$ -	\$ (1,790.85)
53277 Medical Operating Supplies	\$ 57,368.00	\$ 330,395.70	\$ 49,312.71	\$ -	\$ 76,489.87	\$ (349,517.57)
<b>53 Supplies</b>	<b>\$ 514,289.00</b>	<b>\$ 679,832.20</b>	<b>\$ 412,999.31</b>	<b>\$ -</b>	<b>\$ 88,352.37</b>	<b>\$ (253,895.57)</b>
54314 Recording Services	\$ 5,063.00	\$ -	\$ 1,265.85	\$ -	\$ -	\$ 5,063.00
54320 Travel & Transportation	\$ 63,328.00	\$ 49,488.69	\$ 37,414.32	\$ -	\$ -	\$ 13,839.31
54321 Travel Advance	\$ -	\$ 718.90	\$ 900.61	\$ -	\$ -	\$ (718.90)
54323 Personal Mileage	\$ 153,401.00	\$ 87,589.96	\$ 70,094.72	\$ -	\$ -	\$ 65,811.04
54325 Advertising	\$ -	\$ 109,228.62	\$ 260.00	\$ -	\$ -	\$ (109,228.62)
54330 Printing and Binding	\$ -	\$ -	\$ 41.00	\$ -	\$ -	\$ (41.00)
54340 Trash Removal Service	\$ -	\$ -	\$ 45.51	\$ -	\$ -	\$ (45.51)
54343 Water	\$ -	\$ -	\$ 314.65	\$ -	\$ -	\$ (314.65)
54344 Wireless Air Charges	\$ 104,426.00	\$ 70,854.39	\$ 28,252.59	\$ -	\$ 3,470.83	\$ 30,100.78
54346 Subscriptions	\$ 2,610.00	\$ 27,012.03	\$ 3,354.50	\$ -	\$ -	\$ (24,402.03)



Commitment Item	FY 2024 Budget	FY 2024 YTD Actuals	FY 2023 YTD			Avail Funds
			Actuals	Parked	Encumbrance	
54347 Books	\$ -	\$ 298.11	\$ -	\$ -	\$ -	\$ (298.11)
54348 Credit Card Processing Fees	\$ 31,593.00	\$ 24,719.66	\$ 28,504.50	\$ -	\$ -	\$ 6,873.34
54350 Dues & Meetings	\$ 82,009.00	\$ 16,920.33	\$ 26,395.42	\$ -	\$ -	\$ 65,088.67
54351 Hazardous Waste Disposal	\$ 3,938.00	\$ 3,654.78	\$ 3,569.82	\$ -	\$ -	\$ 283.22
54360 Professional Services	\$ 630,513.00	\$ 1,146,862.95	\$ 2,168,677.04	\$ -	\$ 231,481.47	\$ (747,831.42)
54367 Contract Labor	\$ -	\$ 90.00	\$ -	\$ -	\$ -	\$ (90.00)
54381 Contracted Medical Service	\$ 144,000.00	\$ 85,475.00	\$ 43,511.00	\$ -	\$ 42,544.00	\$ 15,981.00
54394 Training & Education	\$ 226,409.00	\$ 163,636.86	\$ 37,860.20	\$ -	\$ 19,410.78	\$ 43,361.36
54409 PC Software Maint	\$ 142,473.00	\$ 44,550.00	\$ 51,002.29	\$ -	\$ 5,450.00	\$ 92,473.00
54433 Security Access	\$ 90,000.00	\$ -	\$ 9,776.83	\$ -	\$ 3,115.00	\$ 86,885.00
54520 Building Rental	\$ 783,183.00	\$ 738,473.01	\$ 60.00	\$ -	\$ 121,501.21	\$ (76,791.22)
54530 Equipment Rental	\$ 38,200.00	\$ 14,000.01	\$ 26,469.76	\$ -	\$ -	\$ 24,199.99
54540 Operating Software Rental	\$ 950.00	\$ 8,990.95	\$ 46,090.40	\$ -	\$ -	\$ (8,040.95)
54542 Operating Telcom Software	\$ 28,810.00	\$ -	\$ 1,810.56	\$ -	\$ -	\$ 28,810.00
54550 Operating Comp Hardware	\$ 38,670.00	\$ 50,027.64	\$ 40,450.48	\$ -	\$ 814.63	\$ (12,172.27)
54810 Miscellaneous Refunds	\$ -	\$ (4.50)	\$ -	\$ -	\$ -	\$ 4.50
54823 Sponsorships	\$ -	\$ 92,278.00	\$ 3,000.00	\$ -	\$ -	\$ (92,278.00)
54999 Miscellaneous Expense	\$ 227,348.00	\$ 15,929.18	\$ 116,161.30	\$ -	\$ -	\$ 211,418.82
<b>54 Services and Other</b>	<b>\$ 2,796,924.00</b>	<b>\$ 2,750,794.57</b>	<b>\$ 2,745,283.35</b>	<b>\$ -</b>	<b>\$ 427,787.92</b>	<b>\$ (381,658.49)</b>
55242 Clothing	\$ -	\$ 1,164.34	\$ -	\$ -	\$ -	\$ (1,164.34)
55246 Food	\$ -	\$ 3,778.11	\$ 685.93	\$ -	\$ -	\$ (3,778.11)
55248 Education & Training Support	\$ -	\$ 500.00	\$ 3,680.00	\$ -	\$ -	\$ (500.00)
55323 Transportation Assistance	\$ -	\$ 10.99	\$ -	\$ -	\$ -	\$ (10.99)
55250 Incentive Payments	\$ -	\$ -	\$ 1,800.00	\$ -	\$ -	\$ (1,800.00)
55362 Medical	\$ -	\$ 40,013.88	\$ 6,152.09	\$ -	\$ -	\$ (40,013.88)
55641 Outreach	\$ -	\$ 125.00	\$ -	\$ -	\$ -	\$ (125.00)
<b>55 Community Programs</b>	<b>\$ -</b>	<b>\$ 45,592.32</b>	<b>\$ 12,318.02</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (45,592.32)</b>
56955 Vehicles	\$ 207,905.00	\$ -	\$ 167,380.15	\$ -	\$ -	\$ 40,524.85
<b>56 Capital Outlay</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 167,380.15</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (167,380.15)</b>
57710 Building Rental	\$ -	\$ 462.00	\$ 664,680.08	\$ -	\$ -	\$ (462.00)
57715 Central Bldg Occupancy	\$ 120,370.00	\$ 95,353.06	\$ 77,926.74	\$ -	\$ -	\$ 25,016.94
57720 Central Information Svcs	\$ 213,795.00	\$ 160,344.00	\$ 115,245.00	\$ -	\$ -	\$ 53,451.00
57728 Central Fleet Maintenance	\$ -	\$ 629.89	\$ -	\$ -	\$ -	\$ (629.89)
57770 Central printing	\$ 27,571.00	\$ 13,300.78	\$ 16,902.46	\$ -	\$ -	\$ 14,270.22

<b>Commitment Item</b>	<b>FY 2024 Budget</b>	<b>FY 2024 YTD Actuals</b>	<b>FY 2023 YTD Actuals</b>	<b>Parked</b>	<b>Encumbrance</b>	<b>Avail Funds</b>
<b>57 Central Services</b>	<b>\$ 361,736.00</b>	<b>\$ 270,089.73</b>	<b>\$ 874,754.28</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 91,646.27</b>
58674 Transfer to Dental Insurance	\$ 25,100.00	\$ -	\$ -	\$ -	\$ -	\$ 25,100.00
<b>58 Transfer Out</b>	<b>\$ 25,100.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,100.00</b>
<b>Total Expenditures</b>	<b>\$ 23,776,505.00</b>	<b>\$ 18,253,259.09</b>	<b>\$ 15,565,299.60</b>	<b>\$ -</b>	<b>\$ 516,140.29</b>	<b>\$ 5,007,105.62</b>



# Arapahoe County

5334 South Prince Street  
Littleton, CO 80120  
303-795-4630  
Relay Colorado 711

## Board Summary Report

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**File #:** 24-726

**Agenda Date:** 12/18/2024

**Agenda #:** 6.b.

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# ARAPAHOE COUNTY



# Public Health Office Move 2025

Penny Grande, M.S., R.N.



# Move Background

- *Arapahoe County acquired the leases for Willow and Aurora South as part of the dissolution of Tri-County Health Department*
  - *The Willow lease does not align with the county plan to own their locations and the cost is high*
  - *Aurora South is affordable, in a good service location, there are no other county buildings that meet the needs of the clients in that area*
- *Englewood and Altura are county owned buildings*
  - *Englewood is not an ideal location as it has deferred maintenance needs that are costly and is not ADA Accessible*
  - *Altura is a large service building with multiple county programs*
- *Budget approved for 2025*

# Relocation Plan

- *Altura*
  - *Nursing Call Center consolidated to other areas of the building to allow space for Arapahoe Douglas Works (ADW) in order for more space at Lima*
  - *Nursing staff from Aurora South will be moving to the 2<sup>nd</sup> Floor and the Nursing staff on the 2<sup>nd</sup> floor will be moving to the third floor*
- *Willow will move to Lima Plaza- Lima and Arapahoe Rd.*
  - *Nurse Family Partnership will move to Aurora South*
  - *Facilities and Fleet Management (FFM) will join public health at Lima Plaza*
  - *ADW space will be vacated by the end of the year to allow for construction to begin January 2025 with an anticipated move date of June/July 2025*
- *Aurora South*
  - *\*New: Nurse Liaison Program will relocate to Altura- this will allow space for the Nurse Family Partnership*
- *Englewood*
  - *No changes at this time but with the relocation of Facilities and Fleet and Management (FFM) space is available and exploring plan to move services to Arapahoe Plaza (APZ) 1610 Littleton Blvd.*



# Considerations

- *Staff- moving is stressful on staff so will work to mitigate as much as we are able with consistent and regular communication as well as clear deadlines and milestones*
  - *Camille Armitstead is our Project Manager*
  - **Move Considerations Form**  
<https://app.smartsheet.com/b/form/b8d0cbad642d450ca6db7615ac13c9e8>
- *Service Delivery- will ensure communication and advertising of our new location for services.*
- *Retention Policy- will rollout and will align with policy*
  - *Some records will be moved offsite to storage*
- *Space Adjustment- Lima is a much smaller footprint than current Willow Space*
  - *Storage, continued reduction of unused supplies, and strategic space use will be important aspects to success of this project*



# Tentative Timeline

- *December, 2024*
  - *Lima plans finalized and budget approved*
  - *ADWs move to Lima*
  - *Begin reduction of inventory at Willow*
  - *Lima floor plan and finishes displayed at Willow*
  - *Consideration list- ongoing completion*
- *January-March, 2025*
  - *Lima construction begins*
  - *Plan Nurse Family Partnership and Nurse Liaison moves*
  - *Tours of new space for all impacted staff and continued communication about packing and storage*
  - *Each team will have a meeting with Camille our project manager to discuss logistics of their team and considerations (address changes with vendors, contractors, and required lead times)*
- *April-June, 2025*
  - *Final construction at Lima*
  - *Immunizations, Nurse Liaison Program, and Nurse Family Partnership move*
  - *Begin move preparation by providing instruction about moving materials and timelines*
- *July-August, 2025*
  - *Final move to Lima, end Willow lease*
  - *Assess APZ for Englewood needs*



# Questions



# Arapahoe County

5334 South Prince Street  
Littleton, CO 80120  
303-795-4630  
Relay Colorado 711

## Board Summary Report

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**File #:** 24-727

**Agenda Date:** 12/18/2024

**Agenda #:** 6.d.

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Public Health Director's Report  
Prepared by: Jennifer Ludwig  
Date Prepared: December 13, 2024  
Dates Covered: November 18 – December 13, 2024

## **A. Mission Moments**

### **Baby Café**

At Arapahoe County WIC, our Baby Café is more than a space for breastfeeding support—it's a place where community thrives. This month, we hosted a baby shower for one of our Baby Café moms, celebrating her journey and the arrival of her new little one. Surrounded by fellow moms and staff, she experienced firsthand the encouragement and connection that defines our Café.

The Baby Café provides not just education and resources but also a support network that extends beyond weekly meetings. Events like this and the launch of our new closed Baby Café Facebook page highlight how we're fostering lasting relationships and strengthening families in our community.

### **Aurora Apartment Outreach**

Arapahoe County Public Health, in partnership with Community Resources, Human Services, STRIDE, and Colorado Poverty Law Network held a second outreach event for residents at Whispering Pines apartment complex. Services provided included:

#### Community Resources (Housing Navigation)

The housing navigation team met with ten households to connect them to essential services (rental assistance, SNAP, RTD bus passes, etc.)

#### Human Services

Community Outreach/CAPS met with many people providing referrals and resources.

#### A/D Works

25 people were connected with resources and program support.

#### Public Health

*Emergency Preparedness and Response (EPR)*: provided a hot beverage station with snacks to encourage folks to stop and access resources. EPR also provided cones to block off the parking lot for the event. They have supported us in scheduling meetings and note taking during the meetings. EPR will also facilitate a debrief to capture feedback from the event.

70 RTD passes were distributed along with COVID-19 test kits, face masks, gun locks, and children's books in English & Spanish

*Nurse Liaison Program*: RN connected with approximately 10-15 individuals and distributed information/flyers for food and clothing resources, community navigation, legal/immigration resources, domestic violence, family support, and ACPH brochures.

*Harm Reduction Program:* Provided socks, gloves and beanies to approximately 25 families and individuals.

*Immunizations:* Provided 12 immunizations to 6 individuals.

*Sexual Health Program:* the program spoke to a lot of people and gave out resources. Clinic was blocked to see in-person appointments, but no residents went indoors for services.

*WIC:* had resources available on the tables including recipe books and measuring cups/spoons.

*Security and Safety:* Anthony was onsite providing safety for employees and attendees. Contracted a Mercurial officer to support patrol of the event.

#### STRIDE Community Health Street Medicine Team

Provided services to 25 people and have 12 additional financial appointments to support Medicaid enrollment or financial support for medical care access.

### **B. Program Updates**

#### **Partnerships, Planning and Community Health Promotion**

##### 1) Community Event Participation

In the past month, ACPH staff participated in several community engagement events, including but not limited to those at Whispering Pines apartments, a Homeless Shelter Medical Camp event with the Sri Sathya Sai Organization, Soccer with Santa at Sheridan Recreation Center, Visit the Village at Arapahoe County Fairgrounds, and the Club Valencia resident resource dinner. Our last upcoming event for December is Lavished with Love with the Iron Sharp Foundation on Saturday December 14 from 12-6pm at East Middle School. If you'd like to attend, please reach [Grace Soulen](#). To suggest upcoming outreach opportunities, please connect with Grace or visit the ACPH [Community Engagement Event Request Form](#)

#### **Nutrition Division**

##### 1) WIC Program Caseload Growth

The Arapahoe County WIC Program has seen it's highest caseload to date! In October, 11,462 WIC clients had WIC benefits loaded on their WIC ebt card or what we call Benefited Caseload. This is a growth of 18% from when we began in January 2023 with a benefited caseload of 9,735. To manage the growing caseload, WIC staff have been promoting WICHealth.org for clients to complete their follow-up nutrition education on-line versus an appointment over the phone or in person.

#### **Community Health Nursing Division**

##### 1) Maternal and Child Health Program

- a. Through grant funding received from Gary Community Ventures, the MCH team is collaborating with Adams County Health Department to set up a Volunteer Income Tax Assistance (VITA) site within Arapahoe County. The VITA program is an internal revenue service (IRS) initiative that supports free tax preparation services for the underserved through various partner organizations. Staff from Adams County Health Department will be

providing the tax filing assistance, but based on the location of greatest community need, Arapahoe County will provide building access and internet. Our goal is to have a VITA site every other Friday between February and April 2025 at one of the Arapahoe County office locations. We are currently assessing CenterPoint and Altura as possible locations.

## 2) Immunizations

- a. The program is experiencing a number of leadership transitions, and the new Nurse Manager, Kaitlin Wolff, will be starting next Monday, 12/16/2024. They will also be having two new Nurse Supervisors starting in January 2025.
- b. While we work to fill these positions, we are maintaining mobile clinic operations and temporarily consolidating staffing for on-site clinic days until staffing returns to previous levels.
- c. This change is meant to allow the program to maintain staff satisfaction while continuing to deliver quality program services that meet the needs of the community and ensure operational continuity during the staff transition.
- d. Total vaccines administered in November: 955 (763 children and 192 adult), including 180 vaccines administered via four separate mobile clinics.

## 3) Sexual Health

- a. The program received a \$25,000 mini-grant from the Reproductive Health National Training Center meant for improving substance use screening practices in sexual health clinics. We will utilize this funding to help provide naloxone in clinics to people who use drugs or live with people who use drugs, strengthen substance use screening practices, and increase collaboration with the harm reduction program. We will also use the funding to provide training to staff on best practices on working with people who use drugs.
- b. The program is in the process of interviewing candidates for the Nurse Practitioner Clinical Advisor position. This position has been vacant since September and is primarily responsible for supervising the nurse practitioner staff, overseeing standing orders and protocols, and providing clinical education and support to the program staff.
- c. The clinic will start to prescribe Naloxone to patients who met criteria. The goal is to implement this change in the first quarter of 2025. This will allow us to bill Medicaid for the Naloxone prescription at 340b pricing.

## 4) Harm Reduction

- a. Harm reduction programs are widely accessed by people that engage in various forms of substance use, from injecting to smoking or snorting. The prevalence of consuming drugs via smoking is quickly overtaking injection as a primary and frequent route of administration; and smoking drugs poses a lower risk of infectious disease transmission and other harms than injection does. Therefore, offering smoking supplies can reduce the harms associated with drug use, and attract more clients to services who can be connected to healthcare and other resources.
- b. The Harm Reduction team already has a robust safer smoking plan which includes the distribution of a safer smoking kit; however, the kit does not contain glassware and/or foil, which are two components of a comprehensive kit. In order to engage clients that prefer to smoke their substances, as well as support clients wanting to inject less, the program is currently working with Nursing Operations to finalize procedures to allow the team to distribute safer smoking kits that will include glassware and/or foils. The goal is to have all procedures in place by the first quarter of 2025.

## Health Protection and Response

### 1) Environmental Health (EH) Programs

#### Consumer Protection Program

- a. The EH Consumer Protection program had the opportunity to work with Greenwood Village code enforcement on a large rat infestation (to date a reported 60 dead rats) at a multi-unit residential property. While working with the code enforcement officer we had the opportunity to provide education about rat behavior, signs of rat activity, and discuss controls. Our complaint documentation helped the City of Greenwood Village with their enforcement process and strengthen their court summons approach.
- b. The online mobile renewal process recently launched in late November and is already showing success. Mobile food operators are now able to virtually complete and submit a mobile renewal packet and also schedule their own inspection using an online scheduling tool. This online process is already saving staff time and energy by reducing the need to reach out to operators to collect paperwork and schedule inspections.
- c. The Colorado Food Protection Managers (CFPM) is a group of CDPHE and statewide LPHA representatives who convenes quarterly to discuss and align processes on a wide range of Retail Food related topics. The Executive Committee consists of a Chair, Vice Chair and Secretary. Environmental Health Supervisor, Meridith Hatterman was recently selected as CFPM Chair and will serve a one-year term. Meridith has been an active participant in CFPM for many years and brings a considerable amount of know-how and expertise to the group.
- d. The Colorado Environmental Health Association (CEHA) was established in 1947 as the Rocky Mountain Section of the National Association of Sanitarians and enjoys an outstanding reputation statewide as an innovative, progressive organization dedicated to advancing the cause of general, professional or technical environmental health. ACPH Consumer Protection staff have been actively engaged with the organization and recently Michael Roy, EHS III, was selected serve as Denver Metro Representative. We also recognize outgoing members, Josh Skeggs, EHS III and Conner Gerken, EHS III, for their service as CEHA Advisory Committee Members.
- e. Consumer Protection staff concluded another busy and successful Special Event Season. In addition to processing 51 Event Coordinator applications the team licensed 114 individual Special Event Vendors. Many staff members also worked weekends, including both Saturday and Sunday, in support of food safety, conducting field inspections of tent style “kitchens” to ensure the safe storage, handling and service of everything from falafel to funnel cakes. In the off season, several process improvements are already underway to enhance both efficiency and the customer experience for Special Events.
- f. Consumer Protection (CP) was awarded a CDPHE grant to educate the public about the health risks associated with radon. The grant provides funding to increase educational outreach efforts, provide a limited supply of free radon test kits and work with home day care operators to raise awareness and encourage testing and mitigation. January is National Radon Action Month (NRAM) and in recognition of NRAM, CP staff plans to surge our outreach efforts through social media and newsletters, launch a new “radon awareness” web page and issue a proclamation calling direct attention to the risks associated with radon and the benefits of conducting mitigation.

## 2) Emergency Preparedness and Response (EPR) Program

- a. The EPR program, working with partners in IT, training, Emergency Management, and Nursing, demoed multiple platforms and selected Articulate 360 as part of the development of interactive trainings to support routine and just-in-time trainings for ACPH and incident response partners. EPR staff are currently adapting the IS 800 class to roll out through the county's learning management system in the first quarter of 2025.

## C. **Communicable Disease Epidemiology Report**

- a. *E.coli* O121 Outbreak Linked to Organic Carrots
  - i. The Colorado Department of Public Health and Environment (CDPHE), the U.S. Centers for Disease Control and Prevention (CDC), and the U.S. Food and Drug Administration (FDA) are currently investigating a multistate outbreak of O121 Shiga toxin-producing *E. coli* (STEC) linked to multiple brands of recalled organic whole bagged carrots and baby carrots sold by Grimmway Farms. Carrots on store shelves right now are likely not affected but may still be in people's home. Affected carrots contain best-if-used-by dates ranging from 9/11/2024 to 11/12/2024.
  - ii. There are over a hundred different serotypes belonging to the group of gram-negative bacteria *E. coli*, which the majority cause no human illness. STEC is transmitted via the fecal-oral route through ingesting food or water that is contaminated with human or animal feces containing the bacteria. Transmission may also occur from person-to-person and from contact with infected animals or the environments they live in. STEC infection has also been associated with consumption of contaminated ground beef, unpasteurized juice and cider, unpasteurized milk and other dairy products, raw fruits and vegetables, uncooked flour and dried meats. Individuals with STEC can have a wide variety of symptoms or may be asymptomatic. Symptoms can include non-bloody or bloody diarrhea, abdominal cramps (often severe), nausea and vomiting. Most people recover within 5 to 7 days.
  - iii. As of 12/11/2024, there have been 39 cases identified nationwide including 15 hospitalizations and 1 death. Eighteen (18) states have reported cases including 1 case in Colorado. Public health officials recommend the public to:
    1. Check your refrigerators for freezers for recalled carrots and throw them away
    2. Wash items and surfaces that may have touched the recalled organic carrots using hot soapy water or a dishwasher
    3. Watch for symptoms consistent with *E. coli* and call your healthcare provider if you have severe symptoms such as diarrhea for more than 3 days, bloody diarrhea, fever >102F, unable to keep liquids down, signs of dehydration (limited urination, dry mouth and throat, dizziness)
  - iv. The Communicable Disease Epidemiology (CDE) Program and the EH Consumer Protection Program continue to support outbreak investigation efforts by conducting in-depth case investigations, responding to public inquires related to this situation and conducting routine inspections at retail food establishments. Arapahoe County Communications released information regarding this outbreak on social media to



spread awareness and direct the public to call ACPH and their health care provider to report illness ([Facebook](#)).

b. *Salmonella* Outbreak Linked to Cucumbers

- i. The Colorado Department of Public Health and Environment (CDPHE), the U.S. Centers for Disease Control and Prevention (CDC), and the U.S. Food and Drug Administration (FDA) are currently investigating a multistate outbreak of *salmonella* linked to cucumbers. Many companies have recalled whole fresh cucumbers grown by Agrotato, S.A. de C.V. in Sonora, Mexico. In addition, companies have recalled sliced cucumbers or foods made with cucumbers like wraps and salads in some states. A full list of recalled cucumbers can be found [here](#).
- ii. Salmonellosis is caused by any serotype of bacteria in the genus *Salmonella* other than *Salmonella* Typhi (the *Salmonella* serotype that causes typhoid fever), *Salmonella* Paratyphi A, B, or C. Approximately 2,500 different serotypes of *Salmonella* have been identified. *Salmonella* bacteria are transmitted via the fecal-oral route. The most common mode of transmission is ingestion of food or water that has been contaminated with infected human or animal feces. This includes raw or undercooked poultry, eggs and egg products, undercooked meats, produce, and raw milk or milk products. However, any food contaminated with the bacteria can be a source of infection. The most common symptoms of salmonellosis are diarrhea (sometimes bloody), stomach cramps, and fever. Asymptomatic infections can occur.
- iii. As of 12/11/2024, 68 cases have been identified nationwide, including 18 hospitalizations. Nineteen (19) states have reported cases, including 8 cases from Colorado. Public health officials recommend the public to:
  1. Check the affected recalled cucumber list [here](#)
  2. Throw away or return recalled cucumbers to the store you bought them from
  3. Check your refrigerator and freezers for recalled whole fresh cucumbers and foods made with recalled cucumbers
  4. Wash items and surfaces that may have touched the recalled cucumbers with hot soapy water or use a dishwasher
  5. Watch for symptoms consistent with *salmonella* and call your healthcare provider if you develop severe symptoms such as diarrhea for more than 3 days, bloody diarrhea, fever >102F, unable to keep liquids down, signs of dehydration (limited urination, dry mouth and throat, dizziness)
- iv. The CDE Program and the EH Consumer Protection Program continue to support outbreak investigation efforts by conducting in-depth case investigations, responding to public inquires related to this situation and conducting routine inspections at retail food establishments. Arapahoe County Communications released information regarding this outbreak on social media to spread awareness and direct the public to call ACPH and their health care provider to report illness ([Facebook](#)).

c. Mpox

- i. As an update to the October BOH Director's Report, California reported the first known case of clade I mpox in the United States on [11/16/2024](#). This case is related to the ongoing outbreak of clade I mpox in Central and Eastern Africa. This case had

recently traveled from Eastern Africa and was tested and treated shortly after returning to the United States. The risk of clade I mpox to the public remains low and there continue to be sporadic clade II mpox cases reported in the United States and Colorado. CDC and CDPHE recommend close contact monitoring for air travel contacts of clade I mpox. Should any Arapahoe County residents be identified as air travel contacts of a clade I mpox case, the CDE Program will conduct a risk assessment, provide education on mpox and symptoms to watch for, and reach out over the 21-day monitoring period to confirm whether the person has developed any symptoms consistent with mpox.

- ii. The CDE Program continues to conduct in-depth interviews with individuals diagnosed with mpox to assess clinical progression, identify close contacts for post-exposure prophylaxis (PEP), and implement disease control measures to prevent additional cases. The ACPH Immunization Program continues to promote and provide mpox vaccinations for free for anyone that believes they are at risk of infection and those who have been identified as close contacts. The ACPH Sexual Health Clinics are mpox testing sites and patients can call 303-734-5444 to make an appointment for testing.

d. Norovirus

- i. Norovirus is a very contagious virus that causes vomiting and diarrhea. It is sometimes referred to the “stomach flu” or the “stomach bug”. However, norovirus illness is not related to the flu. It is possible to get norovirus many times in your life because there are many different types of noroviruses and infection with one type may not protect you against other types. Norovirus symptoms typically include diarrhea, vomiting, nausea, stomach pain, fever, headache, and body aches. Symptoms usually develop 12 to 48 hours after being exposed to norovirus. Norovirus is a very difficult virus to destroy and can live on surfaces in the environment for several weeks. Norovirus can spread by having direct contact with someone with norovirus, like caring for them, sharing food or eating utensils, or eating food prepared by someone with norovirus, eating food or drinking liquids that are contaminated with norovirus, and touching contaminated objects or surfaces and then not washing your hands properly. Public health recommends the following to prevent norovirus illness:
  - 1. Wash your hands with warm, soapy water often
    - a. Hand sanitizer is not effective against norovirus
  - 2. Cook shellfish thoroughly and wash fruits and vegetables
  - 3. Clean and disinfect contaminated surfaces with [EPA-approved products effective against norovirus](#)
  - 4. Wash laundry in hot water
  - 5. Stay home for a full 48 hours after vomiting and diarrhea has stopped
- ii. In the United States, reports of norovirus increase November to April with peak season usually between January and March. While a single case of norovirus is not a reportable condition in Colorado, norovirus outbreaks are reportable and make up a considerable portion of all outbreaks reported each year. There were 260 norovirus outbreaks in Colorado in 2023, including 43 in Arapahoe County. Thirty-eight (38)

norovirus outbreaks have been reported in Arapahoe County so far in 2024. The CDE Program works closely with facilities reporting a norovirus outbreak to ensure proper cleaning and disinfectant products are being used, provide education on norovirus and proper vomit and diarrhea cleanup, monitor for trends in illness, and provide notification letters to families, residents, and staff to prevent further illness spread.

e. Marburg Virus Disease

- i. Marburg Virus Disease (MVD) is a rare but highly fatal viral hemorrhagic fever caused by infection with one of two zoonotic viruses, Marburg virus or Ravn virus. Both Marburg and Ravn virus are within the virus family *Filoviridae*, which also includes Ebola viruses. Marburg virus is spread through direct contact with broken skin or mucous membranes with the body fluids of someone who is sick with MVD, or who recently died from their infection. These body fluids include blood, urine, saliva, sweat, feces, vomit, breastmilk, amniotic fluid, or semen. People can also contract MVD if they have contact with an infected animal, needles, or with other objects or surfaces contaminated with the virus. Marburg virus is not spread through airborne transmission. Symptoms of MVD can include fever, headache, muscle/joint pain, fatigue, loss of appetite, gastrointestinal symptoms, or unexplained bleeding. There is currently no FDA-approved vaccine or treatment for MVD. In the absence of early diagnosis and supportive care, MVD has a high mortality rate of 23% to 90%, depending on the virus strain and level of case management for the patient. With early intensive supportive care and fluid replacement, mortality rates can be lower.
- ii. As an update to the November Director’s Report, there have now been a total of 66 cases including 15 deaths (23% fatality rate) reported during the Marburg virus disease (MVD) outbreak in Rwanda. No new cases have been reported since 11/8/2024. The outbreak is expected to resolve on 12/22/2024 after there has been 42 days (two incubation periods) without a newly reported case. On 12/5/2024, the CDC ended the redirection of U.S.-bound air passengers from Rwanda to three U.S. airports and has ended the health screening of travelers who have been in Rwanda in the past 21 days. Traveler monitoring in Colorado has also ended. The ACPH CDE Program will continue to monitor the outbreak in Rwanda until it officially resolves.

**D. Media and Communications**

[Major changes proposed for Colorado pet rescues after local rabies exposure](#)

[Arapahoe County: Spread the word to help Families Fight Hunger This Holiday Season – The I-70 Scout & Eastern Colorado News](#)

[Global measles cases spike 20% as vaccination rates lag, report finds](#)

[E. coli cases climb to 104 in McDonald's outbreak tied to slivered onions - Sentinel Colorado](#)