



Arapahoe County

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Board Summary Report

File #: 25-391

Agenda Date: 7/22/2025

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To: Board of County Commissioners

Through: Ron Carl, County Attorney

Prepared By:
Jennifer Ludwig, Director, Public Health

Subject:
Severance and Release Agreements related to the Nurse Liaison Program Reduction in Force

Purpose and Request:

The Board is requested to adopt a resolution authorizing the Chair of the Board of County Commissioners to execute severance and release agreements with the following employees of the Arapahoe County Department of Public Health; Sarah Schrader, Olivia Harlow, Brie Lupinetti, Amy Guccione, Laurie Andrews, Alyssa Groscost, Michael Riley.

Background and Discussion: The Arapahoe County Department of Human Services (ACDHS) provides funding for the Nurse Liaison Program (NLP) within the Community Health Nursing (CHN) Division at Arapahoe County Public Health (ACPH). ACDHS notified ACPH that their department is facing significant budget constraints unrelated to State or Federal level changes. As a result, ACDHS is scaling back their partnership with the Nurse Liaison Program. This decrease in financial support for the NLP program resulted in a reduction in force and subsequent revisions of program referral criteria as well as nursing role expectations.

Arapahoe County Public Health and the Arapahoe County Department of Human Services discussed this program restructure and reduction in force with the BOCC on April 28, 2025.

This reduction in force will include the elimination of ten positions:

- (1) full-time nurse supervisor position
- (7) full-time nurse home visitor positions
- (1) part-time business support specialist position
- (1) full-time contracts and business analyst position

The NLP program will continue at a reduced staffing level, including:

- (1) full-time nurse supervisor
- (3) full-time nurse home visitors
- (1) full-time administrative coordinator.

Fiscal Impact: \$50,571.71 total, which represents 2 weeks of pay for the aforementioned employees.

Alternatives: The BOCC could elect not to authorize the execution of the Separation and Release Agreement.

Alignment with Strategic Plan:

- ☒ Be fiscally sustainable
- ☒ Provide essential and mandated service
- ☒ Be community focused

Concurrence: Arapahoe County Public Health and Arapahoe County Department of Human Services worked collaboratively to redesign the program at a smaller scale and worked with Human Resources and Legal on the reduction in force.

Resolution: Attached is a copy of the draft resolution.