



**Archuleta County  
Transitional Advisory Committee**

398 Lewis Street ♦ P. O. Box 1507 ♦ Pagosa Springs, Colorado 81147 ♦ 970-264-8300

**~ MEMORANDUM ~**

TO: Archuleta County Board of Health  
FROM: Public Health Department Transitional Advisory Committee  
DATE: July 21, 2023  
RE: Recommended Programs for Public Health Department

The Transitional Advisory Committee (“TAC”) was formed in February 2023. Since that time, TAC has been researching the programs that San Juan Basin Public Health (“SJBPH”) currently offers and the programs our county should have but currently does not. This memorandum provides recommendations from TAC for the programs that the members believe the Archuleta County Public Health Department (“ACPHD”) should offer when it opens in January 2024.

The TAC understands that the Board of County Commissioners, acting as the current Board of Health, desires to offer the programs that are statutorily required by state or federal regulations for the start of the department and hopefully to add additional programs as funding becomes available, with the exception of a few non-statutorily required programs that are definitely needed in our community beginning January 1, 2024.

Archuleta County Public Health Department Mission Statement: Our Mission is to protect, promote and enhance community health across Archuleta County through access, prevention and partnerships.

The programs recommended here are broken out by the Foundational Services matrix developed by the Colorado Association of Local Public Health Offices (“CALPHO”) and the Colorado Department of Public Health and Environment (“CDPHE”); and are recommended in support of both the requirements as well as in support of our mission. Additional information about each of the programs can be provided if the Board so desires.

The current recommendations are based on the need for beginning operations as of January 1, 2024. Expansion of programming in future years will be based on emerging community needs, availability of funding and funding priorities. Public Health programming is often dependent on funding priorities from federal and state governments as well as independent philanthropic organizations. The current recommendations are for core services that should remain consistent regardless of changing public health priorities and funding.

### **Communicable Disease Prevention, Investigation and Control Programs**

By law, certain diseases (known as Reportable Diseases) must be reported to public health agencies from health care providers and laboratories to eliminate or reduce the spread. The ACPHD will need to work diligently to identify how or from whom as well as where and when a person contracted the illness in order to prevent others from the same fate. Educating the community and, in some instances businesses, on how to prevent the occurrence of diseases will need to be a priority for this division as well.

The ACPHD will occupy the 8<sup>th</sup> Street building currently used by SJBPH for as many staff as it can accommodate. The building has a laboratory for basic testing, but it is anticipated that the majority of lab work will be sent to the regional lab in Durango.

- A. Lab Testing: The contract with the Durango lab that is currently being used for needed testing will be continued.

Funding through CDPHE is anticipated to cover the majority of the cost of this program and fees for services can be charged to make up the difference.

- B. Child/Adult Immunizations: Core immunizations are provided by the Vaccines for Children program at the state level. This includes Covid vaccines for children. Adult vaccines are provided through the Section 317 program with the exception of travel vaccines, a service that is cost-prohibitive to provide at ACPHD.
- C. Sexually Transmitted Illnesses: For certain tests, specimens have typically been collected or testing done at the 8<sup>th</sup> Street clinic and are recommended to be continued in 2024. These tests include tuberculosis and blood or urine specimens for sexually transmitted infections. On occasion, zoonotic specimens have also

been processed by personnel at the 8<sup>th</sup> Street clinic and then sent to the appropriate state laboratory for testing.

- D. Cancer Prevention and Early Detection: This program will be provided if the salary of a part time [0.8 FTE] Family Nurse Practitioner can be supported by available general funds until an application to the Women's Wellness Connection through CDPHE is funded, and someone has been recruited to fill this position. If not and/or in the interim, an agreement with Axis Healthcare will be explored.

### **Maternal, Child, Adolescent and Family Health**

These programs are designed to implement needed local strategies that increase health and wellbeing, work to decrease negative impacts on health, and strive for health equity across the life course of residents.

Funding through CDPHE is anticipated to cover most of the cost of these programs, including:

- A. Woman, Infants and Children (WIC) program: This special supplemental nutrition program provides food, health care referral and nutrition education for low income pregnant, breastfeeding, and non-breastfeeding women and to infants and children up to age 5 who are found to be a nutritional risk.
- B. Nurse Family Partnership (in collaboration with LaPlata County): This program offers support to first time moms from early pregnancy to the child's second birthday. The purpose of the program is to improve pregnancy outcomes, improve the health of children and improve economic self-sufficiency of the family.
- C. SafeCare: This supportive program for families with children under 5 provides in-home support to families to address home safety, child health as well as to enhance the parent-child relationship.

### **Chronic Disease, Injury Prevention and Behavioral Health Promotion**

The focus of this foundational service is to address the root causes of chronic health conditions, injury prevention and behavioral health problems through community prevention education and strategies and health promotion programs based on local and statewide data.

Small prevention grants can be used to support a portion of the prevention programs with the anticipation that general funds will have to be used upwards of 50% for any

additional prevention services. A combination of grants should help support the following programs:

- A. Oral Health Program (regional collaboration): Includes a school based oral health program, educational prevention programs, and dental navigation/referral. The Oral Health program funding through Delta Dental should support a majority of the program.
- B. Tobacco Education and Prevention Program: Education and intervention to help community members 1) never start using tobacco products and 2) to provide support to stop using tobacco products in order to improve long term health outcomes.
- C. Substance Abuse Support: Education and referral to support community members in getting needed help with substance abuse issues.

#### **Access to and Linkage w/Healthcare**

These programs will include coordination with service providers and connection with community members to promote access to needed healthcare services including primary care, prenatal and maternal care, pediatric care, oral healthcare, specialty care, and mental health and substance abuse services.

- A. Health Insurance Navigation: The role of ACPHD is to support individuals in applying for Medicaid when applicable and to assist others by educating them about insurance options and how to apply for insurance through the health exchange.
- B. Support of Medically Fragile Children on Medicaid: Work with families on finding and accessing appropriate care in our community or outside of our community through help with resources and referrals.
- C. Referral and Support to Find Local Health Care Providers: Ensure community members can access appropriate care and understand the options for care in our community.
- D. Future Programming: Support of elderly with non-clinic in-home support.

Some of the services can be billed to Medicaid or other insurance, but a majority of these programs do not currently have methods of funding. Fee for service for those without health insurance or Medicaid can also be made available.

## **Environmental Public Health**

ACPHD will investigate and respond to community environmental health concerns that impact food safety, surface and groundwater, sanitation of institutional facilities (based on jurisdictional authority), and air quality, and identify and mitigate zoonotic and other threats related to environmental hazards. Management of solid and hazardous waste also falls under this umbrella.

- A. Restaurant/School/Other Institutional Inspections: Fees will help support the staff needed.
- B. Water testing/monitoring: This will be provided through the Planning Department.
- C. Air Quality: Limited services will be provided through the Planning Department.
- D. Septic Systems: Management of solid waste, permitting and inspecting will be provided through the Planning Department.
- E. Zoonotic: Surveillance and response/tracing of outbreaks is mentioned in Communicable Disease category above but will be a partial function of the Environmental Health Specialist job description.
- F. Other:
  - a. Waste Tire Program: Grant funded program to provide inspection of waste tire facilities (retail tire shops) and waste tire collection events for the public.
  - b. Public Food Safety Training: Flexible Food Model Grant will support training of both ACPHD staff as well as retail food service workers.
- G. Future Programming: Inspections of Mineral Baths, Public Swimming Pools (based on the Model Aquatic Health Code), and body art facilities may be offered at a later time.

## **Contract Positions**

In addition to the proposed programming and staffing recommendations, several contract positions will also be required and are identified both in the budget and on the organization chart.

- A. A Medical Director will have to be contracted with, both for the Board of Health as well as to provide oversight to clinic staff for the purpose of clinic services.

- B. WIC supervisor/high risk counselor will have to be contracted to fulfill program requirements. This person may be from another county or will be a contractor in the community who fulfills the needed requirements.

**Budget Comments**

Attached please find the following:

- A. Draft organization chart that summarizes the recommended positions and full time employees
- B. Draft budget for 2024

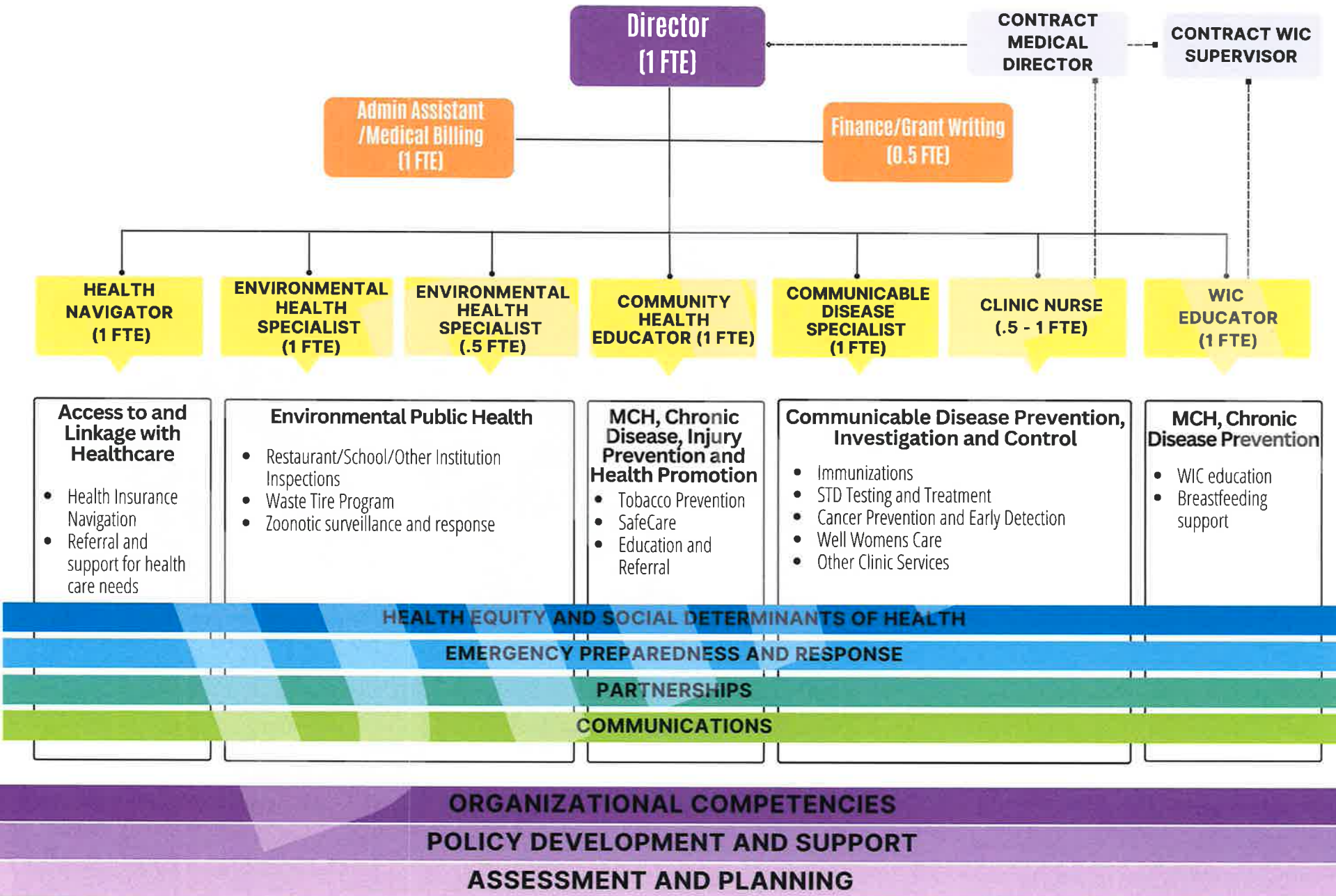
The TAC appreciates your consideration of our recommendations and would be happy to meet with you to provide additional information if you so desire.

**Committee Members**

Sally Kennedy (Chair)  
John Ranson (Vice Chair)  
Andrea Phillips  
Susanne Bryant  
Ashley Wilson  
Mary Helminski (non-voting)

The committee recognizes the contributions of former committee chair Kathy Campbell and committee member Dr. Rhonda Webb. Their input was invaluable to the committee's work.

# DRAFT ARCHULETA COUNTY PUBLIC HEALTH DEPARTMENT



**Archuleta County Public Health Department  
Updated 7-17-23**

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**2024  
Archuleta Co  
Projections**

**Income**

<b>County Allocation-General Fund</b>	<b>\$ 531,685</b>
Local Agencies	\$ 18,792
Medical Billing	\$ 12,339
Fees for Service	\$ 169,661
State Contracts	\$ 259,952
Federal via State	\$ 242,905
Federal	\$ 71,205
Grants	\$ 53,101
Other Income	\$ 12,038
<b>Total Income</b>	<b>\$ 1,371,678</b>

**Direct Expenses**

<b>Salaries &amp; Benefits</b>	<b>\$ 868,572</b>
Operating	\$ 307,673
Travel	\$ 36,728
Contractual	\$ 167,613
Capital Outlays	\$ 8,315
Debt Service	\$ -
Principal	\$ -
Interest	\$ -
<b>Total Direct Expenses</b>	<b>\$ 1,388,901</b>

**Archuleta County Contribution-General Fund**

	<b>\$ 531,685</b>
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**Notes/Key Points:**

- 1) Significant funding is available through grants, federal and state programs.
- 2) Grants will be very important.
- 3) Net costs from the General Funds will exceed the \$277,000 that Archuleta County contributed to SJBH in 2022. However, the Committee's projections (above) for 2024 is less than what was discussed when this committee was formed.
- 4) It is the Committee's belief that costs from the General Fund will be more than in the past but the service provided to the community could improve significantly.



2024

Archuleta County Public Health Department  
Initial Payroll Projections dtd 7-17-23

Department/Title	Position Title(s) <i>(as designated on Org Chart)</i>	Core Service Designation	Number of FTEs	Wage	Annual Payroll	Benefits	Notes
Executive Director			1	\$ 61.99	\$ 128,939	\$ 23,209	
Executive Assistant			1	\$ 29.00	\$ 60,320	\$ 10,858	
Clinical Care Linkage/Health Navigator	Health Navigator	Access to and Linkage with Healthcare	1	\$ 38.00	\$ 79,040	\$ 14,227	
Split Fiance FTE with DHS	Finance/Grant Writer		0.5	\$ 30.01	\$ 31,210	\$ 5,618	Public Health and DHS
Environmental Health	Environmental Health Specialist(s)	Environmental Public Health Communicable Disease	1.5	\$ 39.00	\$ 121,680	\$ 21,902	1 1/2
Communicable Disease	Communicable Disease Specialist	Prevention, Investigation and Communicable Disease	1	\$ 40.00	\$ 83,200	\$ 14,976	
Clinical Care	Clinic Nurse	Prevention, Investigation and MCH/Chronic Disease,	1	\$ 38.00	\$ 79,040	\$ 14,227	Nurse Practitioner-\$80,000
MCH/Health Promotion (includes WIC)	WIC Educator, Community Health Educator	Injury Prevention and Health	2	\$ 23.00	\$ 95,680	\$ 34,445	
Other-Med Director, other contracts			0		\$ 50,000	\$ -	
			9		\$ 729,110	\$ 139,462	\$ 868,572

Average Payroll:

\$

81,012

\$

14,582