



## DOUGLAS COUNTY BOARD OF HEALTH

THURSDAY, JUNE 11, 2026

### AGENDA

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Thursday, June 11, 2026

5:00 PM

Lansing

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**1. Call to Order**

- a. Pledge of Allegiance
- b. Attorney Certification of Agenda
- c. Member Disclosure for Items on This Agenda

**2. Consent Agenda**

- a. Review/Approve Minutes of March 12, 2026

**Attachments:** [Minutes Of March 12, 2026 Board of Health Meeting](#)

- b. Review/Approve Financial Report through 5/31/26

**Attachments:** [Financial Report through May 31](#)

**3. Regular Agenda**

**Information Only Items**

- a. Executive Director Update  
Michael Hill - Executive Director

**Attachments:** [Executive Director Report](#)

- b. EPR and Disease Surveillance Division Update  
Jon Surbeck – Division Manager (Written Report Only)

**Attachments:** [EPR and Disease Surveillance Division Update](#)

- c. Environmental Health Division Update  
Skyler Sicard – Assistant Director (Written Report Only)  
**Attachments:**    [Environmental Health Division Update](#)
  
- d. Community Health Division Update  
Laura Larson – Assistant Director (Written Report Only)  
**Attachments:**    [Community Health Division Update](#)
  
- e. Early Childhood Council Update  
Diane Smith – Early Childhood Council Executive Director (Written Report Only)  
**Attachments:**    [Early Childhood Council Update](#)
  
- f. Financial Update  
Richard Miura – Accounting Supervisor (Written Report Only)  
**Attachments:**    [Financial Update](#)
  
- g. Quality Improvement and Accreditation Update  
Chris Burnett – Quality Improvement Coordinator (Written Report Only)  
**Attachments:**    [Quality Improvement and Accreditation Update](#)

### Action Items

- h. Request to Accept Funding Received Since the March meeting  
Michael Hill – Executive Director  
**Attachments:**    [Request to Approve Acceptance of Funding Allocations after March 2026 Board Meeting](#)
  
- i. Request to add a position to the Health Department roster  
Diane Smith – Early Childhood Council Executive Director  
**Attachments:**    [Request to Add a Position to Health Dept Roster](#)
  
- j. Request to consider a Septic Permit fee waiver for Douglas County Facilities  
Skyler Sicard – Assistant Director for Environmental Health  
**Attachments:**    [Request to Consider a Septic Permit Fee Waiver for Douglas County Facilities](#)

- 4. Citizen Comments**
- 5. Adjournment**

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Minutes Of March 12  
2026 Board of Health Meeting



## DOUGLAS COUNTY BOARD OF HEALTH

THURSDAY, MARCH 12, 2026

### MINUTES

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Thursday, March 12, 2026

5:00 PM

Lansing Point

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**1. Call to Order**

**PRESENT** Commissioner George Teal  
Board Member Linda Fielding  
Board Member Douglas Benevento  
Commissioner Kevin Van Winkle  
Board Member Kim Muramoto

a. Pledge of Allegiance

b. Attorney Certification of Agenda

Chris Pratt, County Attorney's Office, said that all items on today's agenda have been reviewed by his office and meet legal approval.

c. Member Disclosure for Items on This Agenda

None.

**2. Election of Officers**

Board Member Fielding moved that Doug Benevento remain the President, George Teal remain the Vice President, and Kevin Van Winkle remain the Secretary. This is Motion No. 026-001.

**RESULT:** ACCEPTED

**MOVER:** Linda Fielding

**SECONDER:** Kim Muramoto

**AYES:** Teal, Fielding, Benevento, Van Winkle, Muramoto

**3. Consent Agenda**

Board Member Fielding moved that the Board approve the consent agenda items. This is Motion No. 026-002.

**RESULT:** ACCEPTED

**MOVER:** Linda Fielding

**SECONDER:** Kim Muramoto

**AYES:** Teal, Fielding, Benevento, Van Winkle, Muramoto

a. Review/Approve Minutes of December 10, 2025

- b. Review/Approve Financial Report through 2/28/26
- c. Review/Approve Final 2025 Financial Report

#### 4. Regular Agenda

- a. Executive Director Update Michael Hill - Executive Director

Director Mike Hill, Health Department, addressed the Board to present on this Item.  
Dr. Dastoury, medical consultant, commented on this Item.  
President Benevento asked a clarifying question.  
Jon Surbeck, Health Department, answered the question.  
Director Hill commented on this Item.  
Board Member Fielding asked a clarifying question.  
Director Hill answered the question.  
President Benevento commented on this Item.  
Board Member Fielding commented on this Item.  
Director Hill commented on this Item.  
President Benevento asked a clarifying question.  
Jon Surbeck answered the question.

- b. EPR and Disease Surveillance Division Update Jon Surbeck - Division Manager  
(Written Report Only)
- c. Environmental Health Division Update Skyler Sicard - Assistant Director (Written Report Only)
- d. Community Health Division Update Laura Larson - Assistant Director (Written Report Only)
- e. Early Childhood Council Update Diane Smith - Early Childhood Council Executive Director (Written Report Only)
- f. Financial Update Richard Miura - Accounting Supervisor (Written Report Only)
- g. Quality Improvement and Accreditation Update Chris Burnett - Quality Improvement Coordinator (Written Report Only)

- h. DCHD Annual Report 2025 Chris Burnett - Quality Improvement Coordinator (Presentation)

**Information Only Items**

**Action Items**

- i. Request to Accept Funding Received Since the December meeting Michael Hill - Executive Director

Director Hill addressed the Board to present on this Item.  
Laura Larson, Health Department, commented on this Item.

Secretary Van Winkle moved that the Board accept funding received from the State since December. This is Motion No.026-003.

**RESULT:** ACCEPTED

**MOVER:** Kevin Van Winkle

**SECONDER:** George Teal

**AYES:** Teal, Fielding, Benevento, Van Winkle, Muramoto

- j, Public Hearing: Accept public comment and consider approval of DCHD Proposed Regulation 26-01 regarding On-Site Wastewater Treatment Systems Skyler Sicard - Assistant Director

Skyler Sicard, Health Department, addressed the Board to present on this Item.  
 President Benevento asked a clarifying question.  
 Skyler answered the question.  
 President Benevento asked a clarifying question.  
 Skyler answered the question.  
 President Benevento asked a clarifying question.  
 Skyler answered the question.  
 Director Hill commented on this Item.  
 President Benevento asked a clarifying question.  
 Skyler answered the question.  
 Vice President Teal asked a clarifying question.  
 Skyler answered the question.  
 Secretary Van Winkle asked a clarifying question.  
 Skyler answered the question.  
 Board Member fielding asked a clarifying question.  
 Skyler answered the question.  
 Board Member Muramoto asked a clarifying question.  
 Skyler answered the question.

Vice President moved to approve DCHD Proposed Regulation 26-01 regarding On-Site Wastewater Treatment Systems amending 26-09. This is Motion 026-004.

**RESULT:** ACCEPTED AS AMENDED  
**MOVER:** George Teal  
**SECONDER:** Linda Fielding  
**AYES:** Teal, Fielding, Benevento, Van Winkle, Muramoto

**4. Citizen Comments**

John Fielding, Pinery, addressed the Board to provide public comment.  
 Kim Seip addressed the Board to provide public comment.  
 Steve Compton addressed the Board to provide public comment.  
 Scott Kellogg addressed the Board to provide public comment.  
 Fran Santagata, Roxborough, addressed the Board to provide public comment.

**5. Adjournment**

Vice President Teal moved that the Board adjourn. This is Motion No. 025-005.

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Financial Report through May 31

For the Five Months Ending May 31, 2026

Description	Prior Year Actual	Prior Year Budget	Current Year Actual	Current Year Encumbrance	Adopted Budget	Amended Budget	Current Year Available	% Remaining
00217 DOUGLAS COUNTY HEALTH DEPT								
300000 REVENUES	.00	.00	.00	.00	.00	.00	.00	.0
330000 INTERGOVERNMENTAL	(3,373,257.53)	(5,832,863.00)	(1,426,474.02)	.00	.00	.00	1,426,474.02	(100.0)
340000 CHARGES FOR SERVICES	(1,166,721.30)	(959,296.00)	(340,229.00)	.00	(992,315.00)	(992,315.00)	(652,086.00)	65.7
380000 MISCELLANEOUS REVENUES	(42,454.84)	(70,037.00)	(9,138.64)	.00	.00	.00	9,138.64	(100.0)
390000 OTHER FINANCING SOURCES	(2,106,435.00)	(2,106,435.00)	(1,027,688.35)	.00	(2,466,452.00)	(2,466,452.00)	(1,438,763.65)	58.3
300000 REVENUES	(6,688,868.67)	(8,968,631.00)	(2,803,530.01)	.00	(3,458,767.00)	(3,458,767.00)	(655,236.99)	18.9
400000 EXPENDITURES	.00	.00	.00	.00	.00	.00	.00	.0
410000 PERSONNEL SERVICES	4,533,674.06	6,887,713.00	1,997,772.95	.00	2,834,687.00	2,834,687.00	836,914.05	29.5
433000 SUPPLIES	36,408.77	86,050.00	12,021.80	.00	42,200.00	42,200.00	30,178.20	71.5
438000 CONTROLLABLE ASSETS (C.A.)	.00	.00	1,288.00	.00	.00	.00	(1,288.00)	(100.0)
439000 PURCHASED SERVICES	958,448.07	1,565,635.00	316,407.36	19,750.00	336,758.00	336,758.00	600.64	.2
449000 FIXED CHARGES	32,766.80	31,223.00	7,159.69	.00	45,122.00	45,122.00	37,962.31	84.1
455000 GRANTS, CONTRIBUTIONS, INDEMN	.00	21,788.00	.00	.00	.00	.00	.00	.0
469000 INTERDEPARTMENTAL CHARGES	152,417.87	286,533.00	55,582.89	.00	.00	.00	(55,582.89)	(100.0)
471000 CAPITAL OUTLAY	297,576.00	333,000.00	468.90	.00	.00	.00	(468.90)	(100.0)
480000 CONTINGENCIES & RESERVES	.00	300,000.00	.00	.00	200,000.00	200,000.00	200,000.00	100.0
400000 EXPENDITURES	6,011,291.57	9,511,942.00	2,390,701.59	19,750.00	3,458,767.00	3,458,767.00	1,048,315.41	30.3
00217 DOUGLAS COUNTY HEALTH DEPT	(677,577.10)	543,311.00	(412,828.42)	19,750.00	.00	.00	393,078.42	(100.0)

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Executive Director Report

# Douglas County Health Department

## Executive Director's Report to the Board of Health

Date: June 2026

Prepared by: Michael Hill

### 1. Executive Summary

The Health Department continues to deliver high-quality services to Douglas County residents.

Douglas County recently offered an Early Retirement option for employees; three of our employees decided to take advantage of the option and will be leaving the department effective June 30. We want to thank all of them for their service to DCHD and to our community. And wish them a long, happy and healthy retirement. Among those leaving us, Jon Surbeck is the longest serving employee of DCHD, having started before the department was even formed.

- Carolyn Volkert, Disease Investigation Specialist
- Mary Elliott, Public Health Nurse
- Jon Surbeck, Manager of Emergency Preparedness and Disease Surveillance

### 2. Executive Director Activities

- Regional Engagement
  - Participated in Region 12 Opioid Council meetings: the council awarded additional opioid mitigation funding and has issued a Request for Proposals seeking new programs and providers for our county.
  - Ongoing involvement with the Douglas County Homeless Initiative and Metro Denver Partnership for Health.
  - Participated in a statewide Executive Directors Retreat at the State Health Department.
- Department Initiatives
  - Published completed Public Health Improvement Plan based and Community Health Needs Assessment to the web for public information.
  - We are seeking quotes to find a consultant to facilitate a new strategic plan that will align with the new Public Health Improvement Plan.
- Community Health Collaboration
  - Continued partnership with Human Services on the Healthy Families Partnership, focusing first on infant safe sleep education.

- Several successful meetings with local hospital partners to encourage their participation in health-related initiatives to benefit Douglas County.

### 3. Infectious Disease Update

- Seasonal Respiratory Illnesses
  - Flu and RSV: current hospitalization numbers were similar to the same period in 2025; Flu and RSV cases have moved down as their normal season ends.
  - COVID-19: Data that is available suggests case levels remain slightly lower than 2025.
- Pertussis (Whooping Cough)
  - Numbers are very low this year.
- Measles Surveillance
  - We have monitored ongoing outbreaks around the country and sporadic cases around Colorado.
  - While there have been some reported exposures, no confirmed cases in Douglas County yet; coordination with metro health departments on messaging and vaccination access continues.
- Hantavirus
  - Sadly, we had one fatality in the county this year from Hantavirus, a strain which is endemic in Colorado and not related to the recent cruise ship cases.
- Ebola
  - Luckily, we have not had any cases or suspects in our county. Federal, state and local health departments receive lists of those who travel to their jurisdictions from the Ebola impacted areas, those travelers are monitored during the Ebola incubation period so that any symptoms will be responded to quickly.
- Epidemiology
  - Team continues to enhance public health communication and disease surveillance.
  - We are starting to make more use of available hospitalization data, including in the areas of Mental Health, Substance Misuse and Chronic Disease.
  - Some new data initiatives at the state will allow us to provide even more information to our staff and to the public.

### 4. Strategic & Operational Planning

- Professional Development
  - Staff attended:
    - Council of State and Territorial Epidemiologists Annual Meeting - June

- Staff to attend:
  - National Association of County & City Health Officials Annual Meeting – July
  - National Environmental Health Association Annual Meeting - July
  
- Abstracts submitted:
  - American Public Health Association Annual Meeting
  - Public Health in the Rockies Conference
  
- Future Initiatives
  - The department continues expanding the use of Artificial Intelligence in our work. Several staff are participating in a series of trainings related to Douglas County’s new financial management system.

## 5. Health Administration Update

- Finance & Administration
  - Continued progress in streamlining accounting procedures.
  - Continued coordination with County Finance and Budget teams.
  - Filling of three existing positions will be frozen until 2028 as an impact of the county’s early retirement program; we have plans in place to reallocate workload to accommodate this.
  
- Vital Records
  - March - May performance:
    - 2,967 Birth Certificates
    - 2,367 Death Certificates
    - \$120,865 in revenue

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

EPR and Disease Surveillance Division Update

## June 2026 Board of Health Report for the EPI/EPR Division

The Douglas County Health Department epidemiologists have attended several conferences in Q2 including the Colorado One Health and Zoonoses Conference, and the Colorado Epidemiology Conference. Two of the epidemiologists gave a presentation about partnerships between the health department, animal control agencies, veterinarians, and wildlife rehabilitation facilities. The presentation was well received by the audience and led to several discussions with epidemiologists and nurses in other jurisdictions who want to learn about Douglas County's animal bite protocols in an effort to improve their own. Two epidemiologists are also representing the DCHD epidemiology team in Boston this month at the 2026 Council for State and Territorial Epidemiologists conference, where one of them is giving a presentation on a salmonella outbreak at a catered event in Colorado.

In addition to conferences, the epidemiologists have also been networking and convening with colleagues from surrounding jurisdictions at several events including the bi-annual EIP meeting at CDPHE headquarters, and a multi-jurisdictional bioterrorism training event hosted by Douglas County.

Finally, in addition to routine disease investigation, the epidemiology team has been responding to more rare disease events including hantavirus and Ebola. The epidemiology team fielded multiple calls from concerned Douglas County citizens in the wake of the cruise ship hantavirus outbreak. One DCHD epidemiologist and a zoonoses expert from CDPHE were activated to investigate a domicile and other facilities in the aftermath of a hantavirus death.

Meanwhile, the EPR Team has been focused on:

POD Planning, which is a continuing process, due to various internal and external stimuli and associated changes.

COOP revisions - remaining agile, and situationally aware of operational realities.

Collaborative effort for joint criminal epidemiology workshop with DCSO/FBI, & Arapahoe County to improve public health law enforcement interface cross-jurisdictionally.

Closed out PHEP Grant deliverables, and associated reporting.

Collaboration with EH to create all-hazards recovery materials to enhance continuity.

Strengthening internal awareness and ambient capacity via EPR 101 educational delivery.

Continued participation and training efforts with regional partners via committees and workshops including the HCC, FRPHC, Community of Care, LEPC, and RETAC.

Completed annual PHEOP Revisions

Supported Epi with Incident Management (ICS) for hantavirus, and other outbreak investigation efforts. This support includes continuing cross-training within the ICS structure.

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Environmental Health Division Update

## Environmental Health Division Update – June 2026

With the adoption of local OWTS Regulation 26-01 at the last Board of Health Meeting, the Environmental Health staff are continuing to make the necessary adjustments to align with the new program standards. This includes examining current workflows, updating forms, and working with the Communications Department on updating the OWTS webpages.

During the last Board of Health Meeting, we heard back from our industry partners on requests to help make this transition more successful. The Water Team conducted several regulation study sessions and identified areas of change between the former regulations and the current regulations. A regulation cross-walk was created and sent out to OWTS professional contacts and other educational outreach emails have been sent to County partners.

The Consumer Protection team is shifting into summer mode with several events already fast approaching. To kick off our season, the Renaissance Festival and Parker Days are very popular events that have a large amount of food and crowds. Inspectors are hard at work reviewing the necessary documents and providing food safety knowledge to help ensure these events remain safe for families and community members that attend. In addition, we also will be conducting inspections at summer camps and at Jellystone focusing on both food that is served and their swimming pools and hot tubs.

Since March, EH has:

- Conducted 425 inspections
  - 7 Body Art inspections
  - 33 Childcare facility inspections
  - 12 Recreational Water inspections
  - 365 Retail Food Establishment inspections
  - 8 Waste Tire Generator inspections
- Assisted owners and builders with 32 plan reviews
- Responded to 75 complaints
- Received 208 permit applications
  - 42 New Installation OWTS permits
  - 9 Major Repair/Expansion OWTS permits
  - 31 Minor Repair OWTS permits
  - 122 OWTS Use permits
- Reviewed 32 Land Use referrals

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Community Health Division Update

## Community Health Update – June 2026

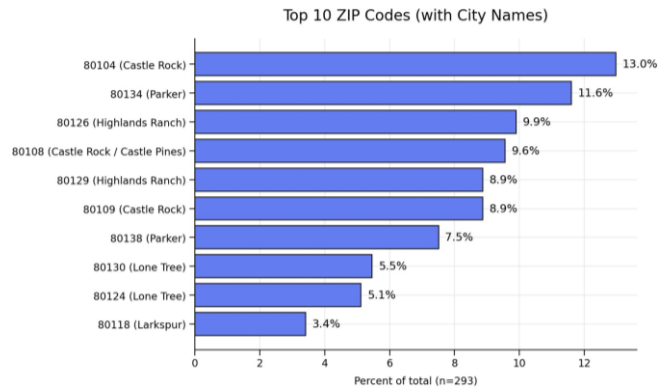
### Activities:

- **Clinical Services:** DCHD held a vaccine clinic at SECOR Cares in Parker on March 25, 2026, where 10 individuals received a total of 21 vaccines. The Department also partnered with Nueva Vida Church in Parker for a clinic on May 14, 2026, where 13 individuals were administered a total of 28 vaccines. Seven of the 13 (54%) were uninsured and would otherwise not have been able to access vaccines without this clinic.

Community Health Education staff are partnering with DCHD epidemiologists, County communications, and Douglas County School District to develop a Meningitis B campaign that will be launched during the 2026 – 2027 school year. This campaign will be targeting graduating seniors and their families through engagement and prevention education on Meningitis B, general health and wellness, and behavioral health supports for students that will be moving on to post-secondary work.

- **Chronic Disease:** DCHD is partnering with Colorado Health Institute to develop a chronic disease needs assessment to help inform upcoming chronic disease work in the County. The Department already identified in a readiness assessment nutrition access and lactation support as areas of need for residents; however, a chronic disease survey sent out to community partners and residents as well as three focus groups with culinary art students at Legacy Campus, food banks, and hospital partners will enrich the data and identify priorities and activities to be in FY27 (July 1, 2026 – June 30, 2027).
- **Maternal Child Health:** The Maternal Child Health Coordinator and Assistant Director for Community Health will be giving a presentation on the Healthy Families Partnership at the National Association of County and City Health Officials (NACCHO) annual conference in Louisville, Kentucky in July. The summary for the Power of Purposeful Partnerships session is included here: Even in resource-rich communities, families face hidden barriers to maternal and child health. The Healthy Families Partnership of Douglas County bridges these gaps through multi-sector collaboration, community engagement, and lived experience-informed strategies. Attendees will explore how innovative partnerships, inclusive programs, and family-centered resources can strengthen wellbeing and reduce disparities.

- Tobacco Prevention:** The DCHD Community Health Education team has gathered nearly 300 responses from community members on nicotine, vaping, and tobacco use to better understand the knowledge and behaviors of residents in the community and to inform DCHD programming and local health efforts. The graph identifies the top 10 zip codes that responses came from. Responses were also received from a number of zip codes outside of Douglas County, including Denver, Elbert, and Pueblo counties.



- Community Partner Highlights:** The Community Health team participated in the following community presentations and events from March 1, 2026 – May 31, 2026:

Date	Event	Location
3/11/2026	WIC Co-location with Pines and Plains Library	Elizabeth
3/11/2026	Youth Nicotine & Tobacco Use Presentation at Pines and Plains Library	Elizabeth
3/25/2026	Immunization Clinic at DCHD	Englewood
3/27/2026	Mental Health First Aid Training at AdventHealth Littleton	Littleton
4/7/2026	Douglas County and AdventHealth Mental Health Campaign Planning	Englewood
4/8/2026	WIC Co-location with Pines and Plains Library	Elizabeth
4/17/26	Community Health Resource Table at SECOR Cares	Parker
4/25/2026	National Drug Take Back Day with DCSO	Highlands Ranch
5/1/2026	YANA Mom-Mosas for Mom Event	Centennial
5/2/2026	CASA's Summer Fun at the Family Fair	Parker
5/5/2026	Community Health Resource Table at SECOR Cares	Parker
5/13/2026	WIC Co-location with Pines and Plains Library	Elizabeth
5/14/2026	Immunization Clinic at Nueva Vida	Parker
5/28/2026	Highlands Ranch Town Hall with Commissioners Teal and Van Winkle	Highlands Ranch

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Early Childhood Council Update

**Update for Board of Health June 11, 2026**  
**Douglas County Early Childhood Council**

Applications for Property Tax Rebate for childcare providers will go live June 15th. Providers will be able to apply until August 15th. Rebates should be sent out by October 15th. In order to qualify for the rebate the program must:

- Be licensed and their license must be in good standing
- Have paid all property taxes for 2025
- Commit to using the funds to improve their program by supporting:
  - Staff
  - Materials
  - Facility

Held hybrid provider meeting on April 22. Fifteen providers attended in person and 12 attended virtually. Information was presented on Tax Rebate, Licensing requirements, and ways to de-escalate children's behaviors.

Attended Family Fun Fest presented by Advocates for Children CASA on Saturday, May 2nd

Finalizing contract amendments for contractors.

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**  
Financial Update



### Finance Update April-June 2026

During the period of April through June 2026, the department maintained strong financial stability, securing several major grant awards and adjusting to shifting revenue streams. Grant-funded initiatives continue to heavily support essential public health programming, significantly strengthening the department's current fiscal position.

#### Grant Awards & Revenues Received

- **Office of Public Health Preparedness (OPHP):** The department received an OPHP grant totaling \$821,965.
- **Maternal and Child Health (MCH):** An MCH Grant was awarded in the amount of \$56,117, with funding secured through September 30.
- **Long-Term Chronic Disease:** The department secured \$257,427 for Long-Term Chronic Disease programming as part of the State Tobacco Education and Prevention Partnership (STEPP).
- **Community Funding Partnership (CFP):** Received a \$16,500 allocation.

#### Pending & Projected Funding

- **Pending Grants:** The department is currently waiting on the finalization of the following anticipated awards:
  - **Public Health Emergency Preparedness (PHEP):** \$331,638
  - **Cities Readiness Initiative (CRI):** \$89,440
  - **WIC Technology Grant (WTG):** \$17,116
- **Douglas County Early Childhood Council (DCECC):** Following the expiration of the previous federal funding cycle in June 2026, the approximate projected funding for DCECC will be \$444,937.

#### Program Closures & Fee-Supported Revenue Updates

- **COVID-19 ELC Funding:** Funding for the Epidemiology and Laboratory Capacity (ELC) program has been discontinued. This funding was never intended to extend over a three-year duration, resulting in a reduction of approximately \$280,000.
- **Vital Records Revenue:** Revenue has leveled out. While a recent increase in certificate costs led to a decrease in total units sold, the higher cost per unit has successfully balanced the volume loss.
- **Environmental Health (EH) Revenue:** EH revenue has experienced an increase since the implementation of the new fee structure. This growth is directly supporting essential staff and ongoing operational costs.

Despite the expiration of pandemic-era federal funding, the department remains committed to responsible fiscal stewardship. Through proactive planning, strategic utilization of fee-supported revenue, and the ongoing acquisition of robust grant opportunities, the department continues to ensure that vital public health services are delivered effectively and without interruption.

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Quality Improvement and Accreditation Update

# Board of Health Update

## Accreditation, Quality Improvement, and Performance Management June 11, 2026

### Accreditation Update

The Douglas County Health Department is nearing completion of the documentation and submission phase of the Public Health Accreditation Board (PHAB) accreditation process. DCHD has made significant progress reviewing and organizing evidence, refining documentation, and ensuring alignment with PHAB standards and measures.

We anticipate submitting our accreditation documentation package to PHAB for initial review by the end of June.

Following submission, the accreditation process will proceed through several stages:

1. **Initial PHAB Review** – PHAB reviewers will evaluate the submitted documentation to determine whether it sufficiently demonstrates conformity with accreditation standards and measures.
2. **Requests for Clarification and Additional Documentation** – Following their review, PHAB may request clarification, additional documentation, or supplemental evidence for specific measures. This step is a normal part of the accreditation process and provides an opportunity to strengthen and clarify submitted materials.
3. **Response and Resubmission** – Staff will address reviewer comments, provide additional information as requested, and resubmit the revised documentation package to PHAB.
4. **Final Documentation Review** – PHAB will review the supplemental materials and determine whether the measures have been adequately addressed.
5. **Site Visit Preparation and Scheduling** – Once documentation review is completed, the application will move forward to the site visit phase. PHAB will assign a site visit team to conduct interviews and validate that departmental practices, processes, and documentation are being implemented throughout the organization.

The accreditation process has been a significant organizational effort involving staff from all divisions. Accreditation continues to strengthen the department's performance management, quality improvement, accountability, and overall public health infrastructure.

- Facilitating continuous improvement initiatives across departmental programs.
- Maintaining systems and documentation that support accreditation readiness and organizational excellence.

## **Strategic Planning**

With completion of the Community Health Needs Assessment (CHNA) and Public Health Improvement Plan (PHIP), the department is beginning the process of updating its Strategic Plan.

This work will ensure organizational priorities remain aligned with identified community health needs, emerging public health challenges, and opportunities for improvement. Staff will work with leadership and key stakeholders to review existing strategic priorities, assess progress toward current goals, and identify future areas of focus for the department.

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Request to Approve Acceptance of Funding Allocations after March 2026 Board Meeting



**Request to Approve DCHD Acceptance of funding allocations received after the March 2026 Board Meeting**

Staff recommends that your board approve our acceptance of funding for programs beginning on April 1, May 1 and July 1, 2026. The total funding for this request is \$1,152,009.58. Please see attachment for details.

**MEETING DATE:** June 11<sup>th</sup>, 2026

**STAFF PERSON RESPONSIBLE:** Michael Hill, Director, Public Health

**DESCRIPTION:** Child Fatality Prevention System

**Contract Number:** CTGG1 FHLA 2027\*0030

**Contract Period:** 7/1/26-6/30/27

**Funding amount:** \$16,500

**SUMMARY:** Project Description This project serves to support the Child Fatality Prevention Act (Article 20I 5 of Title 25, Colorado Revised Statutes), which is a statewide, multi-agency effort to prevent child deaths. Pursuant to CI RI S I § 25 -20I 5 -404-405, local public health agencies, or agencies designated by local public health agencies, are required to establish, and coordinate multidisciplinary, local child fatality prevention review teams (local teams). The purpose of the local team is to conduct systematic, comprehensive, multidisciplinary reviews of child deaths to better understand how and why children die. The child fatality review process uses a public health approach to identify trends and patterns, to take action, to improve systems, and to implement strategies that may prevent future deaths from occurring. This project benefits the State of Colorado by helping the people of Colorado understand the incidence and causes of child fatalities and therefore encourage public action to prevent further child fatalities. Additionally, the project benefits the State of Colorado by identifying services provided by public, private, and nonprofit agencies to children and their families that are designed to prevent, and that are effective in preventing, child fatalities identifying gaps or deficiencies that may exist in the delivery of services provided by public, private, and nonprofit agencies to children and their families that are designed to prevent child fatalities and making recommendations for, act as a catalyst for, and implement any changes to laws, rules, and policies that will support the safe and healthy development of the children in this state and prevent future child fatalities.

**RECOMMENDED ACTION:** Request that the Board approve acceptance of the SFY 2027 Child Fatality Prevention Funding Award.

**MEETING DATE:** June 11<sup>th</sup>, 2026

**STAFF PERSON RESPONSIBLE:** Michael Hill, Director, Public Health

**DESCRIPTION:** Long-Term Chronic Disease

**Contract Number: CTGG1 2027\*0050 Option**

**Contract Period: 07/1/26-6/30/27**

**Funding amount: \$257,427**

**SUMMARY:** This project supports the *Douglas County Health Department* in implementing the Colorado LPHA Chronic Disease Framework to prevent and manage chronic diseases in local communities. It occurs in two phases.

**Phase 1** focuses on capacity building through a chronic disease community assessment, infrastructure development, and staff training. A Summary Report and Implementation Plan are created based on assessment findings.

**Phase 2** implements selected evidence-based strategies addressing social determinants of health, priority health behaviors (tobacco, physical activity, nutrition, alcohol), and chronic conditions (cardiovascular disease, diabetes, cancer, pulmonary disease). Cross-cutting supports include community-clinical linkages and aging-related chronic disease initiatives.

The project requires regular reporting to CDPHE, adherence to approved Implementation Plans, and participation in state-led technical assistance and evaluation. Deliverables include assessment summaries, implementation plans, and quarterly/annual progress reports.

**RECOMMENDED ACTION:** Request that the Board approve acceptance of the SFY27 Long Term Chronic Disease Program Grant.

**Review:**

**MEETING DATE:** June 11<sup>th</sup>, 2026

**STAFF PERSON RESPONSIBLE:** Michael Hill, Director, Public Health

**DESCRIPTION:** Maternal and Child Health (MCH) Grant

**Contract Number: 2023\*2856 Option Letter #5**

**Contract Period:**  
4/01/2026 - 9/30/2026  
5/11/2026 - 9/30/2026

**Funding amount:**  
4/01/2026 - 9/30/2026: \$16,033.58  
5/11/2026 - 9/30/2026: \$40,084.00

**SUMMARY:** The Maternal and Child Health (MCH) grant is a federally funded program under Title V of the Social Security Act that supports state and local efforts to improve the health and well-being of mothers, infants, children, and adolescents, including those with special healthcare needs. Administered by the Health Resources and Services Administration (HRSA), the grant funds initiatives that address key public health priorities such as prenatal care, infant mortality reduction, child development, and access to healthcare services. MCH programs focus on prevention, early intervention, and community-based strategies to promote equitable health outcomes for families.

**RECOMMENDED ACTION:** Request that the Board approve acceptance of the SFY26 MCH Grant

**Review:**

**MEETING DATE:** June 11th, 2026

**STAFF PERSON RESPONSIBLE:** Michael Hill, Director, Public Health

**DESCRIPTION:** OPHP Local Workforce Award

**Contract Number: 2023 \*0367 Amendment #1**

**Contract Period: 7/1/26 - 6/30/27**

**Funding amount: \$821,965**

**SUMMARY:** The district public health agency shall participate in assessment and planning effort at the state, regional, and local level facilitated by the Office of Public Health Practice, Planning, and Local Partnerships. These efforts shall include maintaining and improving local capacity to provide services as established by the State Board of Health. This project serves to strengthen Colorado's public health system by ensuring core public health services are available statewide. This project will impact assessment and planning efforts at the state, regional, and local levels facilitated by the Office of Public Health Practice, Planning, and Local Partnerships. These efforts shall include maintaining and improving local capacity to provide services as established by the State Board of Health. Local public health agencies are essential to the provision of quality and comprehensive public health services throughout the state and are critical partners with the Colorado Department of Public Health and Environment (CDPHE) in maintaining a strong public health system. Each local public health agency (LPHA) shall provide Core Public Health Services, which include Maternal and Child Health (MCH). The scope of the provision of each Core Public Health Service is determined at the local level and may differ across agencies based on community needs, priorities, funding, and capacity. The Office of Public Health Practice, Planning, and Local Partnerships (OPHP) and the local public health agency are responsible for assuring state funds are effectively used to provide Core Public Health Services

**RECOMMENDED ACTION:** Request that the Board approve acceptance of the FY 2027 OPHP Local Workforce award

**Review:**

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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Request to Add a Position to Health Dept Roster

## **Update for Board of Health June 11, 2026**

### **Douglas County Early Childhood Council**

The Douglas County Early Childhood Council would like to request an additional FTE to support the work of the Council. This position would be a manager who would report to the Executive Director. We plan to reorganize the work of our contractors due to changes within CDEC and our grants. The manager would be integral to this reorganization.

The first change is that we will no longer have a separate contract for being the Local Coordinating Organization for Universal Preschool. These funds have been reduced and have been rolled into our Systems Building Grant. We will repurpose the UPK Project manager, a contracted position, to support the resource and referral work referenced below.

The other changes are that the Douglas County Early Childhood Council is taking on two new responsibilities beginning in July 2026. We will be the Resource and Referral Agency for the County and will support childcare programs with more technical assistance through Provider Navigation. These two responsibilities were previously handled by another early childhood council which is no longer going to be able to support these services.

As a Resource and Referral Agency, we will be required to maintain a database of childcare openings. We will use this information to directly support parents with placement of their children in childcare programs. Provider Navigation includes technical support and resources to providers in the areas of:

- Licensure process, rules and regulations
- Grant and funding information
- Data system navigation
- Quality improvement
- Professional development and training opportunities
- Small business development
- Universal Preschool Program support

These responsibilities come with additional grant funds from the Colorado Department of Early Childhood in the amount of \$105,639. These will be ongoing grant funds.

As stated earlier, we plan to reorganize our services using our contractors in slightly different capacities and have a manager to give direct support to the contractors, oversee these changes and provide the technical assistance noted above. An additional benefit of

having a manager working directly for the Health Department is that we will be able to develop a succession plan for when the Executive Director decides to retire.

Douglas County Government

**Class Title**

Manager, Early Childhood Council

**Class Code**

6300H

**Salary Range**

\$84,152 - \$126,228 Annually

**Description**

This position performs professional, managerial, administrative, and supervisory work in the planning, development, and implementation of the operations related to the Douglas County Early Childhood Council under the supervision of the Executive Director.

**Examples of Duties**

ESSENTIAL DUTIES AND RESPONSIBILITIES: (The following examples are illustrative only and are not intended to be all inclusive.)

- Manages implementation of the Quality Improvement System including recruiting programs, assigning coaching, and managing budget
- Supports the development of contracted coaches to effectively support quality improvement in childcare programs
- Teaches or organizes instructors for the following classes: Expanding Quality for Infants and Toddlers, Pyramid, Trauma Responsive, and other classes as appropriate
- Supports the recruitment, retention and on-boarding of childcare providers in Douglas County.
- Develops a variety of methods for local childcare providers to report open childcare slots (e.g., calling, texting, emailing, completing an online form) and maintains a database of openings
- Uploads data of slots to the Colorado Shines Salesforce system to inform the Colorado Shines Statewide Call Center and search results on the Colorado Shines website

- Provides ongoing technical assistance and training opportunities, including equity, diversity and inclusion, and a community of practice for providers.
- Supports the Executive Director with collaboration efforts with other agencies in Douglas County that support children and families
- Other duties as assigned.

**SUPERVISION RECEIVED:** General supervision is provided by the Executive Director of the Douglas County Early Childhood Council.

**SUPERVISORY RESPONSIBILITIES:** Has first-line direct supervisory accountabilities for contracted coaches and works in conjunction with the executive director.

**INDEPENDENT JUDGMENT:** This position requires a high level of independent judgment and understanding of program manuals, policies, procedures, and regulations.

### **Minimum Qualifications**

#### **EDUCATION and/or EXPERIENCE:**

Requires a bachelor's degree from an accredited college or university with major coursework in education; master's degree preferred. A minimum of five years of early childhood experience, including at least five years of coaching experience. Minimum of one year of supervisory experience required, three or more years preferred.

#### **KNOWLEDGE, SKILLS AND ABILITIES:**

##### **Knowledge:**

- Knowledge of the State laws, regulations, and programs relating to early childhood.
- Thorough knowledge of the principles and practices of early childhood.
- Working knowledge of principles and practices of organization and management.
- Working knowledge of principles and practices of adult learning.
- Working knowledge of the issues facing early childhood.
- Knowledge of budget preparation.
- Knowledge of resource development, fiscal management, and contract or grant reporting

- Able to provide technical assistance to providers as they move through the quality process in Douglas County
- Supervisory techniques and leadership methods.

Skills:

- Identify program needs and coordinate and administer resources related to supporting quality childcare.
- Analyze fiscal and program data and make effective budget recommendations.
- Design and implement approaches to improve childcare programs.
- Prepare accurate, clear, and concise reports.
- Ability to organize projects, communicate and delegate tasks, and engage and motivate among a broad spectrum of stakeholders, frequently under deadline pressure.
- Skill in prioritizing and organizing multiple tasks and the ability to complete projects promptly. Ability to respond flexibly and reprioritize work as situations change.
- Excellent written and verbal communication skills.
- Skilled in various software packages and Microsoft Office, including Word, Excel, PowerPoint, and Outlook.
- Give public presentations and lead meetings. Comfortable with public speaking.

Abilities:

- Ability to identify emerging issues and potential impacts, then gather and distill information/data for presentation to decision-makers that allows for an informed decision to be made.
- Demonstrated ability to establish, develop, and sustain cooperative, professional relationships with a variety of local, state, and regional organizations including governmental and regulatory agencies, industry, and community-based organizations.

- Ability to demonstrate sound judgment by taking appropriate actions regarding questionable findings or concerns.
- A high level of analytical ability is required to identify, develop, and select alternative solutions to complex issues.
- Ability to maintain the security of sensitive and confidential information.
- Ability to work independently and in a team environment.
- Ability to perform under stress and when confronted with persons acting under stress.
- Ability to work with a high level of detail.
- Ability to communicate effectively both orally and in writing.
- Ability to work effectively and professionally with other employees, agencies, and the public.
- Ability to build and lead a team.

#### CERTIFICATIONS, LICENSES, & REGISTRATIONS:

- Must be a Credentialed Early Childhood Coach and trainer
- This position requires successful completion of a criminal background check including fingerprinting through a national database.
- Must possess a valid Colorado Driver's License upon hire, with complying insurance. Review of motor vehicle record is required at time of hire and periodically throughout employment.

#### **Supplemental Information**

#### WORK ENVIRONMENT:

Physical Work Environment: Work is primarily conducted indoors with occasional time spent in an outside environment. Noise level is moderate. Incumbent is subject to frequent interruptions.

May require travel between sites or to locations in the surrounding community for presentations, educational events, and meetings. Incumbent is occasionally required to

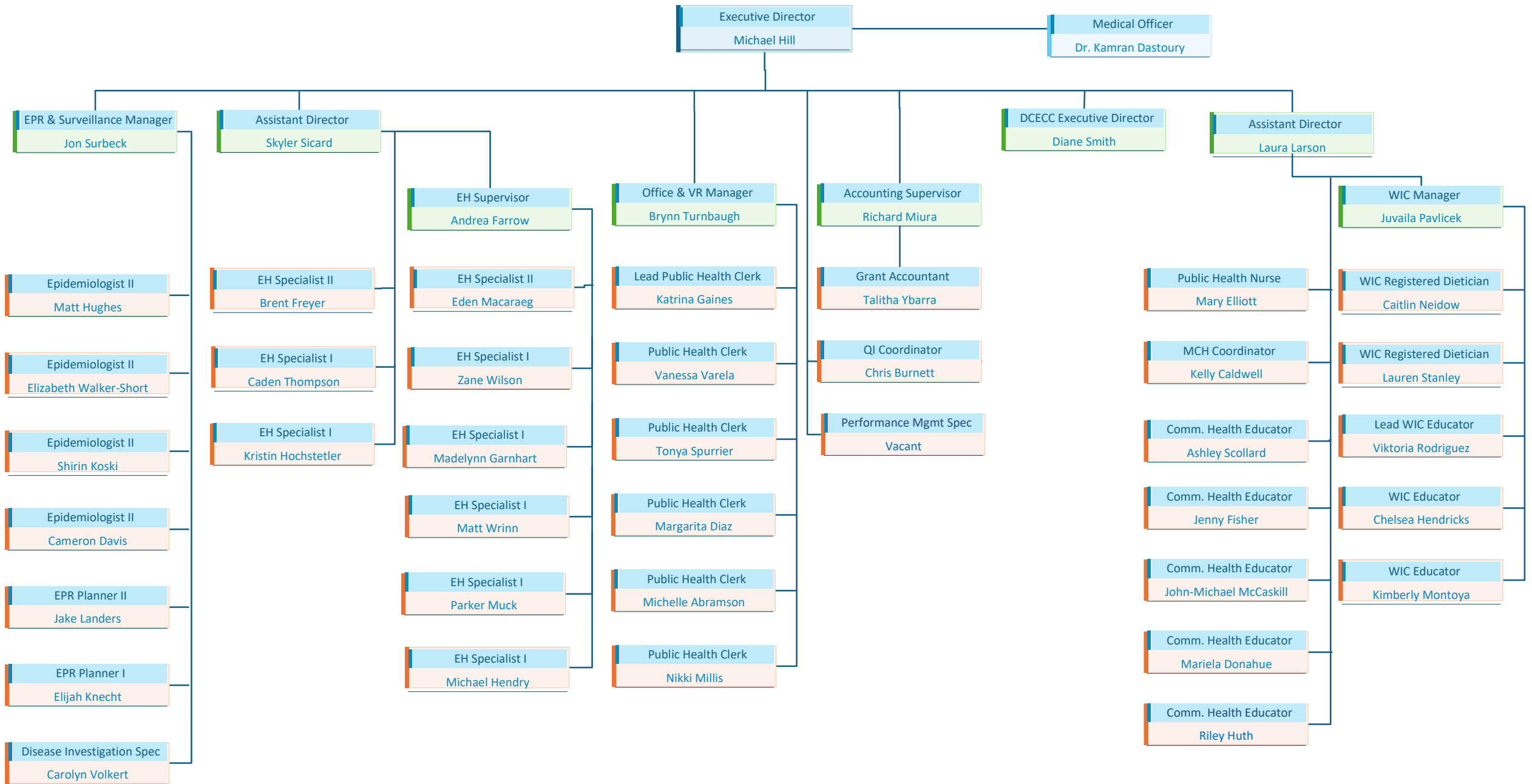
work outside normal hours to attend meetings or teach classes.

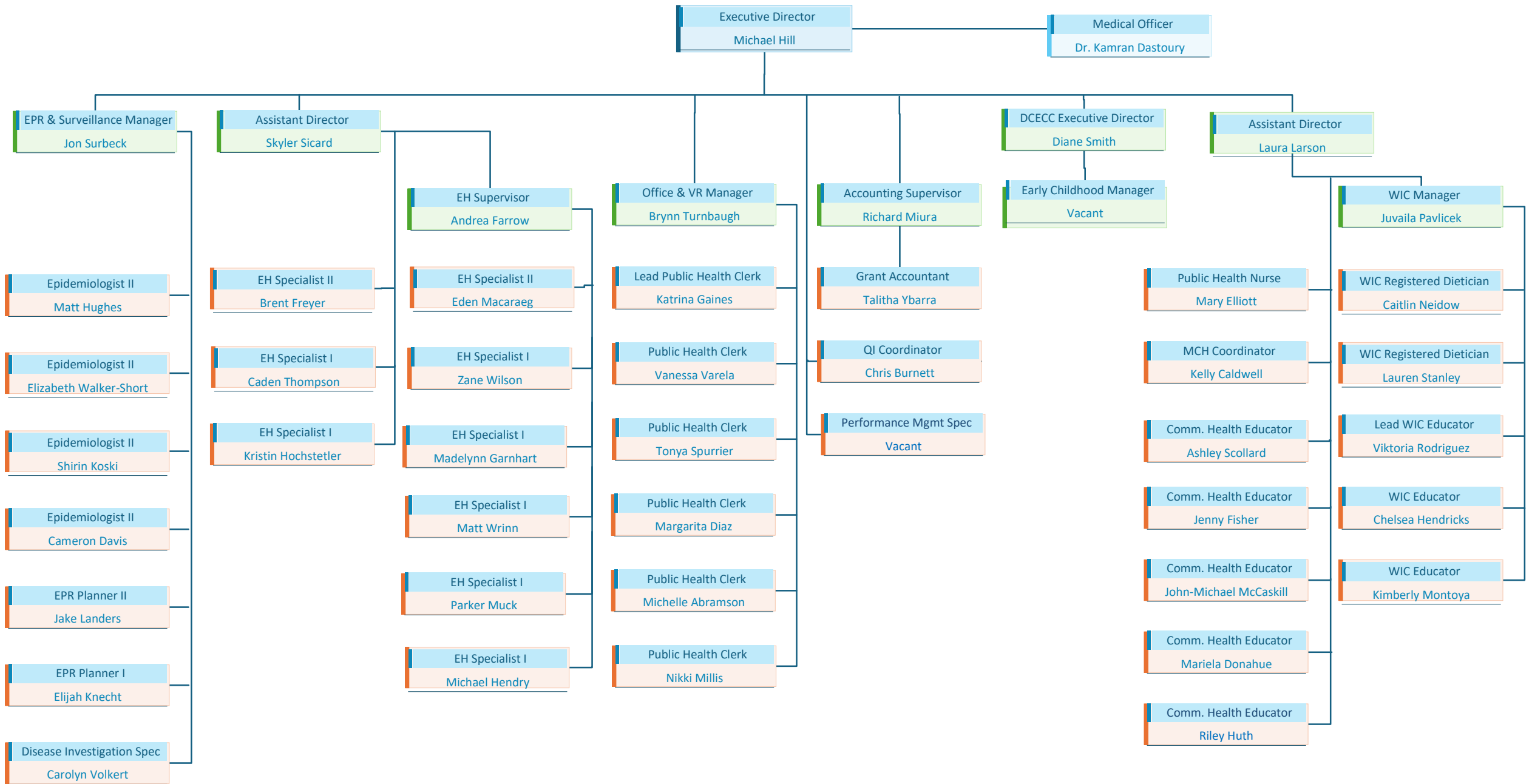
**Physical Demands:** Position is primarily sedentary with heavy computer use. Must be able to speak and to be understood clearly. Must be able to use a computer and associated software/hardware.

**Material and Equipment Directly Used:** Standard office equipment including, but not limited to, personal computer and associated hardware and software, telephone, copier, calculator, and fax; iPad or similar device; audio-visual and other teaching equipment; anthropometric equipment; and passenger vehicles (personal or County-provided).

### **Other Necessary Requirements**

In the event of an emergency/disaster in or near the County, all County employees are expected to make every effort to be available to assist the County Manager, Elected/Appointed Officials and Department Directors to ensure the continued operation of any and all necessary County functions. This may mean being available to perform additional duties and hours beyond what is normally required. In the event that an exempt employee does work more than 40 hours a week in support of County operations during an emergency, such employee may receive overtime or other appropriate wage compensation in accordance with existing County policies or at the discretion of the County.





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**MEETING DATE:** June 11, 2026

**ATTACHMENTS:**

Request to Consider a Septic Permit Fee Waiver for Douglas County Facilities



**Request to consider a Septic Permit fee waiver for Douglas County Facilities**

DCHD received a fee waiver request from County Facilities Director Tim Hallmark relating to a permit for the installation of an Onsite Wastewater Treatment System at the County's new BioChar facility located at 5675 Delva. The fee to be waived under this request is \$1,060.00.

Staff recommend that your Board consider and approve this request.

