

# **FREMONT COUNTY BOARD OF HEALTH MEETING**

## **December 30, 2025**

The Fremont County Board of Health meeting for December was held on December 30, 2025, at 2:00 p.m. in the Fremont County Administration Building, 615 Macon Avenue, Room 208, Cañon City, Colorado.

### **The following Board Members were in attendance:**

Debbie Bell – Commissioner  
Dwayne McFall – Commissioner  
Kevin J. Grantham – Commissioner

### **The following staff were in attendance:**

Tony Carochi – County Administrator  
Shawn Sutton – Assistant County Administrator  
Eric Bellas – County Attorney  
Richard Gutierrez – Public Health Director  
Autumn Dever – Public Health  
Wyatt Sanders – Building Official  
Domoni A. Toler – Minutes Secretary

#### **I) Roll Call:**

The meeting was called to order by BOH Chairman Bell at 2:00 p.m.

#### **II) Approval of Minutes from November 25, 2025:**

Chair Bell called for any changes or corrections to the November 25, 2025, Minutes. No changes or corrections were suggested.

*Commissioner McFall made a motion to approve the Minutes of November 25, 2025, as drafted; Commissioner Grantham seconded the motion. Call for vote, all Ayes. The Fremont County Board of Health Minutes of November 25, 2025, are approved.*

#### **III) Approval of Agenda:**

Chairman Bell called for any changes or additions to today's Agenda. No changes or additions were suggested.

*Commissioner Grantham made a motion to approve the Agenda; Commissioner McFall seconded the motion. Call for vote, all Ayes. The Agenda is approved.*

IV) **Approval of Financial Reports:**

The budget reports for November 2025 were provided and discussed. Autumn advised that the October services provided but not yet reimbursed total \$37,670.23. November invoices for services have not yet been completed due to the holidays and staff unavailability. The November fund balance is \$2,625,809.90 which is an approximate \$25,000.00 increase over October, and of that approximately \$17,000.00 is from retail food license fees for 2026.

*Commissioner McFall made a motion to approve the Financial Reports; Commissioner Grantham seconded the motion. Call for vote, all Ayes. The Financial Reports are accepted.*

V) **Citizens not already scheduled on the Agenda may address the Board at this time:**

None.

VI) **Old Business:**

None.

VII) **New Business:**

1. **Smith OWTS Variance Request, 166 County Road 143A, Florence, Colorado:**

Mr. Smith's December 2, 2025, letter and its attachments were provided to the Board. Mr. Smith is requesting a variance due to the distance from the main sewer line and the extreme cost to connect to the sewer line. Mr. Sanders explained the barriers and additional financial burden Mr. Smith would face without the variance and recommended the variance be granted.

*Commissioner McFall made a motion to approve the OWTS variance Request for 166 County Road 143A, Florence, Colorado; Commissioner Grantham seconded the motion. Call for vote, all Ayes. The variance request for 166 County Road 143A, Florence, Colorado is approved.*

2. **OWTS Regulation Review, Adoption Process – Wyatt Sanders:** The CDPHE's November 24, 2025, letter regarding their pre-adoption review and acceptance of the County's revised OWTS Regulations was provided to the Board. Discussion was held regarding the review and adoption process. It was decided by general consent that the County Attorney's office will post the legal notice in March 2026, and the item will be on the April 14, 2026, BOCC Agenda with a June 15, 2026, adoption/effective date.

## VIII) Directors' Reports:

### 1. Environmental Health Report – Rick Gutierrez for Amy Jamison:

- New Establishments:

- Royal Gorge Christian School and Little Things Preschool and Daycare both had preoperational inspections completed in December.

- Inspection #'s (including re-inspections and interventions):

- Retail Food: 5 routine inspections; 4 re-inspections; and 1 opening/pre-operational inspection (Hampton Inn).
- Child Care: 1 routine inspection; 1 follow-up inspection and 2 pre-operational inspections.
- Schools: 2 high risk routine inspections; 1 high risk follow-up inspection; and 3 low risk routine inspections.
- Other: 1 body art routine inspection.

A Completed Inspections Report was provided to the Board.

- Complaints:

- Hampton Inn: Rick went with the CCFD's Life Safety Official and the Canon City Building Department Official and met with the manager to impress upon her how serious the situation is regarding mold, water leaks, inoperable fire alarm systems and food safety. The manager worked diligently to get the food safety issues resolved and they successfully passed the food safety reinspection on December 17, 2025, and are open to serve breakfast. Amy will follow up with a routine inspection after the first of year.

Follow-up with the Fire Department is needed because their fire alarm system is not communicating with the Fire Department and the City may have some business licensure issues. Rick also advised the manager to hire a company to eliminate the mold that is growing out of their control, as that is the only way to successfully accomplish removal. There is progress being made and Public Health intends to keep on eye on the progress. Another complaint was received thereafter very similar to the past complaint about water leaks with the same photos that were provided previously. It is believed that the complaint is from a disgruntled employee.

- **Program Updates/Other:**

- A cat that was acting weird was found by an individual and the cat bit the individual and then died. The cat was tested for rabies, and it came back negative.
- Amy conducted two Certified Food Protection Manager (CFPM) exams and both individuals passed.
- Amy and Rick completed the update on the Body Art Regulations and have provided them to Attorney Bellas for review. The Body Art Inspection Form is also undergoing review/revision to ensure consistency with the updated Regulations. Streamlining the inspection process and possibly moving to an electronic inspection report process is being considered as well.
- There have been 96 out of 200 retail food license renewals received as of December 19, 2025.

*Commissioner McFall made a motion to accept the Environmental Health Report; Commissioner Grantham seconded the motion. Call for vote, all Ayes. The Environmental Health Report is accepted.*

2. **Public Health Financial Report – Autumn Dever:**

- **Grants/Funding Updates:**

- The Fund Balance Report and Grant Spending Report were provided and discussed.
- An email received from CDPHE dated December 12, 2025, regarding additional COVID funds was provided to the Board. In April, \$7,958.00 in additional COVID funds will be received. Public Health intends to use those funds to pay staff and buy additional COVID tests and COVID/Flu combination home tests.
- The mini-grant class was held on December 9, 2025. There were 13 County staff participants and good feedback was received from the participants and the presenter.
- Public Health has started planning the Spring Clean-Up Campaign with the City. Trash vouchers will be available March 16 - April 30, 2026.
- The electronic recycling event is scheduled for April 25, 2026.
- A household hazardous waste recycle/disposal event is in the works with the City which will also be held on April 25, 2026, however, the City is still working on getting pricing and this event is not yet confirmed.

- A draft report was received from CDPHE’s Financial Risk Management System (FRMS) which is used to assess Public Health’s financial risk factors as an OPHA. The draft report has Fremont County Public Health listed at a “high risk” rating citing timekeeping issues and how staff tracks and inputs their time as well as allocation of time off and how that time is billed proportionately to the individual grants. Rick, Autumn, Tony and Shawn are scheduled to meet with CDPHE to discuss the report. Recommendations for changes were given and some of those recommendations had already been implemented before the report was received and some were implemented before the audit was completed, but CDPHE did not take those factors into consideration. A plan is in place to update written processes and procedures for consistency and follow up with in-person training with staff on how time is being entered into Tyler and the new processes and procedures.

*Commissioner Grantham made a motion to accept the Public Health Financial Report; Commissioner McFall seconded the motion. Call for vote, all Ayes. The Public Health Financial Report is accepted.*

### 3. **Public Health Report – Richard Gutierrez:**

- **Clinic and Program Updates:**

- There have been 448 flu vaccines administered as of December 16, 2025, as compared to 527 vaccines at this time last year. Possible causes for the decrease were discussed.
- BLM’s flu clinic was conducted on December 11, 2025.
- An increase in TB testing is expected due to students returning to school after the first of the new year who are enrolled in the nursing and C.N.A. programs at the college and TB testing being a requirement for those programs.

- **Program Highlights:**

- **PDD Program Update:**
  - The first DUI Task Force meeting was held on December 10, 2025. There were 15 people in attendance, and the next meeting is scheduled for January 14, 2026.
  - The first meeting of the Youth Action Board was held on December 9, 2025, with only one student in attendance. That one student is planning to bring some friends to the next meeting which will be held on January 14, 2026.

- Rick toured the Solvista facilities on December 17, 2025, and discussed collaborating with them on the PDD Youth Action Board and the DUI Task Force.
- There are four meetings scheduled for The Dish (Community Engagement Event) with the first meeting to be held on January 6, 2026.
- Michelle was able to obtain more data from having her Impaired Driving Awareness display set up at the County Administration Building.
- Michelle and Emma (from El Paso County) were selected to present at the Pikes Peak Winter Symposium on January 28, 2026, at 9:00 a.m.
- Michelle is schedule to present to the “University Men” on January 20, 2026.
- STEPP Program Update:
  - A new STEPP Program Coordinator (Brandy Kincheloe) has been hired and will begin on January 5, 2026.
  - The STEPP Grant Renewal Interest Form for 2027-2029 was submitted on December 15, 2025.
- Vital Records Department Update:
  - The Vital Records Clerk is back to work full-time, and normal hours have resumed for now.
  - The America 250-Colorado 150 Logo can be requested to be added to Birth Certificates at no additional charge beginning in 2026. A copy of the logo was provided to the Board. Death Certificates will not be offered with the logo on it.
  - Rick has completed the deputization process for Vital Records.
- SBLOCK Program Update:
  - The SBLOCK Program Coordinator position has not yet been filled, and a reposting of the position will occur after the first of the year.
- Opioid Program Update:
  - Public Health has provided 100 Narcan kits to the City for their Parks and other vehicles. Rick inquired if there is any interest in providing kits and training for certain County employees and their vehicles. This matter will be discussed at the next Department Head meeting.

- The Region 15 Opioid Abatement Counsel will be voting on infrastructure grant support for Custer County and a counseling facility in Park County (Conifer Counseling).
- The vote for the Strategic Financial Model Discussion/Proposal has been tabled until 2026. It is unclear as to the amount of funds per County that will be received at this point.
- PHEP Program Update:
  - The Pertussis outbreak at Harrison School was closed on December 11, 2025.
  - COVID numbers are down from 21 in October to 20 in November.
  - Sarah attended the South Regional Healthcare Coalition quarterly member meeting on December 19, 2025. The Coalition has been inactive since August due to funding issues. Sarah's attendance counts toward one of her deliverables for the PHEP Grant.
- Other:
  - Discussion was held regarding the follow up meeting with the Deer Mountain Fire Protection District on December 4, 2025.
  - Rick and Mykel Kroll attended the RE-2 Medicaid Local Service Plan Committee meeting on December 10, 2025, to discuss their needs assessment which the Committee plans to send out in January 2026.
  - A Notice of Violation was sent to Royal Gorge Custom Tattoos and Piercings. Rick met with the owners on December 10, 2025, and came to a possible resolution, however, their updated Plan Review has not yet been received. Amy will follow up and report back at a future Board meeting.

*Commissioner McFall made a motion to accept the Public Health Report; Commissioner Grantham seconded the motion. Call for vote, all Ayes. The Public Health Report is accepted.*

The meeting was adjourned at 2:50 p.m.