

Resolution of the El Paso County Board of Health

Resolution No.: 2024-05
Subject: Resolution to Recognize Revenue and Appropriate Expenditures for Contract Funding
Effective Date: March 27th, 2024

Resolution to Recognize Revenue and Appropriate Expenditures in the Amount of \$80,000 for Business Operations Director Grant Funding as Contracted with Colorado Department of Public Health and Environment (CDPHE).

WHEREAS, pursuant to Section 25-1-508 C.R.S., the El Paso County Board of Health (“Board of Health”) has the power and duty to accept, and through the public health director, use, disburse and administer all federal aid, state aid, or other moneys allotted to an agency for county public health functions; and

WHEREAS, the funding will fund .42 FTE of the annual salary of the Business Operations Director. This position directs the strategic analysis of agency-wide business operations to include overall direction and strategic planning for EPCPH business operations. This position oversees the effort to streamline structures, policies, and practices related to budget oversight and management. This position assists in aligning business practices to the needs and gaps identified by the Workforce Gap Analysis and leads the formulation, implementation, and evaluation of business plans and strategies for agency administrative operations.

WHEREAS, The Business Operations Director advises leadership and staff of new directives, policies, and procedures and leads information sharing, cross-training, and skill-building in the effort to maximize efficiency. This position identifies, monitors, and evaluates grant and additional funding opportunities and provides fiscal oversight of agency budgets. The Business Operations Director serves as the central point of contact and as a liaison for the agency to El Paso County Finance, Payroll, Budget, and Procurement.

NOW, THEREFORE, BE IT RESOLVED that the El Paso County Board of Health does hereby recognize revenue and appropriate expenditures in the amount of \$80,000 to the El Paso County Public Health 2024 budget in the following manner:

Recognize Revenue		
5310001.33400	Business Operations Director Grant	\$80,000
Appropriate Expenditures		
5310001.41102	Salaries Full time	\$80,000

DONE THIS 27th day of March 2024, at Colorado Springs, Colorado.

EL PASO COUNTY BOARD OF HEALTH

Signed by Board President Ted Collas and attested by Board Secretary Susan Wheelan.

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EL PASO COUNTY BOARD OF HEALTH

BY: Ted Collas
President, Ted Collas

ATTEST BY: Susan Wheelan
Secretary, Susan Wheelan