

MINUTES
Lawrence-Douglas County Health Board
August 20, 2012

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, August 20, 2012. Chair Paul Liechti called the meeting to order at 5:00 p.m.

REVIEW AND APPROVE MINUTES OF JULY 16, 2012

Shirley Martin-Smith made a motion that the Minutes of July 16, 2012 be approved. Maley Wilkins provided the second and the motion passed.

REVIEW AND APPROVE JULY MONTHLY FINANCIAL REPORT

Jennie Henault, Director of Administrative Services, reviewed the July Monthly Financial Report. After discussion, Maley Wilkins moved that the July Monthly Financial Report be approved. Shirley Martin-Smith provided the second and the motion passed.

**EXECUTIVE SESSION TO CONSULT WITH HEALTH BOARD'S ATTORNEY
FOR THE PURPOSE OF MAINTAINING THE ATTORNEY CLIENT PRIVILEGE
RETURNING TO PUBLIC SESSION AT 5:30 P.M.**

Shirley Martin-Smith made a motion to adjourn into executive session to consult with Health Board's attorney for the purpose of maintaining the attorney client privilege returning to the public session at 5:30 p.m.

Resumed open session at 5:30 p.m.

NEW BUSINESS

Consider Modifying Contract with KU Work Group for Community Health and Development for Community Health Planning Services

Dan Partridge stated through the Community Health Assessment and Planning Steering Committee recommended establishing five work groups. The work groups are Access to Healthy Foods convened by Susan Johnson and LiveWell Lawrence; Physical Activity convened by Marilyn Hull and LiveWell Lawrence; Mental Health convened by Pat Roach-Smith and Bert Nash Mental Health Center; Poverty/Employment convened by Erika Dvorske and United Way of Douglas County; and Access to Health Care. The Steering Committee has asked Gene Meyer and Lawrence Memorial Hospital to convene this work group. The KU Work Group estimates that to facilitate these five work groups will require 119 hours at \$100 per hour. Therefore, Dan Partridge asked that the contract with KU be amended to increase the contract by \$11,900 to \$31,900. Kevin Stuever made a motion to amend the contract with KU Community Work Group to \$31,900 to facilitate these work groups. Maley Wilkins provided the second and the motion passed.

Public Health Preparedness Contract

Dan Partridge presented the Public Health Preparedness Contract between the Lawrence Douglas-County Health Department and the Kansas Department of Health and Environment. Dan stated the term of this agreement is from August 10, 2012 through June 30, 2013, in the amount of \$81,219. Shirley Martin-Smith made a motion to authorize Paul Liechti, chair, to sign the Public Health Preparedness Contract. Maley Wilkins provided the second and the motion passed.

Building Security Report

Charlotte Marthaler, Assistant Director, updated the Board regarding security at the Community Health Facility building. Charlotte reported several months ago all the agencies did a walk-through of the building with the Lawrence Police Department. The Lawrence Police officers provided the agencies with suggestions to make the building more secure. Some suggestions for the Health Department were improving signage, putting windows in the main doors; install mirrors in second floor reception area and cutting back shrubs on north side of building. They also suggested having video surveillance in the common areas. Charlotte stated the next step is to have a joint meeting to discuss what each agency is doing.

Police officers will come to each agency to provide training on what to do in case of an emergency.

Second Quarter Performance Scorecard

Vince Romero, Analyst, reviewed the second quarter Performance Scorecard. Vince reviewed the column for progress from 2009 through 2011. For Child Care Licensing, the percent of facilities cited for one or more unsafe sleep practices is five percent and the target goal is <5 percent. For Healthy Families of Douglas County, the percent of families meeting goals on time is 76 percent and the target goal is ≥ 75 percent. For Clinic Services, the percent of first time contraception users who continue their chosen method for more than three months has been revised for first quarter and second quarter because of incomplete data from 80 percent to 67 percent. For Environmental Health, the percent of recreational water facilities closed is 11.8 percent and the target goal is ≤ 3 percent. This was due to the summer months and chlorine issues. For Administration, the Operating Margin was revised to reflect income and expenses for operating funds only. Vince reported there was a timing issue with data coming in for Special Supplemental Nutrition Program for Women, Infants and Children (WIC) for the percent of women who delivered a low birth weight baby at last delivery (2,500 g). The first quarter number was revised from 5.3 percent to 4.8 percent.

Intern Program

Charlie Bryan, Community Health Planner, presented an updated list of all Health Department interns. Charlie reported five new interns started today, August 20th and all are nearly full-time. Charlie updated the Board on how the intern program works and has grown over the past two years.

DIRECTOR'S REPORT

1. Dan Partridge updated the Board on the Technical Assistance Review (TAR) of Public Health Preparedness. Dan stated Gary Martin of the Johnson County Health Department graded the Health Department on ten different sections. No deficiencies were found in six out of ten. Two did not apply to us because of how we dispense our medication. Dan reported the federal standard says we need 600 volunteer staff and we have 173. Dan also stated in July of 2009 the Health Department TAR score was 82; in 2012 our score was 93.

2. Dan Partridge and Paul Liechti, chair, updated the Board on the National Association of Local Boards of Health Conference (NALBOH) held in Atlanta, GA on August 8-10, 2012. Dan distributed an overview brochure on PHAB Standards. Dan stated the Affordable Care Act, accreditation and other driving forces will change how public health operates in the future and that we need to focus on delivering the ten essential services. We need to sharpen our message to the public. Dan attended a session by Mr. Mawn on cultural intuitiveness. Mr. Mawn stated that being politically correct does not develop trust. Respecting difference in opinions and saying and being who you are builds trust. Everything we do is value based, therefore be aware of and accept others values as “their values.” Paul Liechti reported he also attended two workshops and six sessions. Paul said this conference would be good for new Board members to attend. Paul stated he met a diverse group of people and the meeting was very beneficial. He also recommended Board members read the “Local Board of Health Environmental Health 2nd Addition” which references air quality, food safety, drinking water, wastewater, solid waste etc.
3. Dan Partridge updated the Board on the annual online Employee Survey which was done in July, 2012. There are 41 employees and 39 took the survey. Dan reported question one, “I know what is expected of me at work,” had changed the most in a positive direction. Overall on communication the score was positive. Question eight, “I receive the training necessary to do my job,” had a change in a negative direction. Overall, staff is satisfied with supervisors. Comments show we need to be persistent and focused on clarifying expectations and reducing misperceptions. Dan stated the next steps are to ask the Leadership Team for their opinion of the survey, work with Leadership Team to evaluate our training needs, and to complete the cell phone stipend policy.
4. Dan Partridge reported that Jennie Henault, Director of Administrative Services, is the Health Departments official designee for the KanCare provider advisory group. Jennie will provide input related to services provided by the Health Department as the Kansas Department of Health and Environment (KDHE) works to implement the system which will be effective January 1, 2013.
5. Dan Partridge provided an update on the search for the Community Health Director position. Dan stated we will be interviewing three candidates on August 28, 2012.

6. Dan Partridge introduced the new Health Officer, Dr. Tom Marcellino. Dr. Marcellino said he was excited to be at the Health Department and is looking forward to working toward impacting the community.

Other New Business

1. The next scheduled Health Board meeting will be held on September 17, 2012, at 5 p.m. in the first floor meeting room.

ADJOURNMENT

The Board meeting was adjourned at 6:45 p.m. by consensus of the Board.

Respectfully submitted,

Dan Partridge,
Secretary

Present: Paul Liechti
Shirley Martin-Smith
Kevin Stuever
Maley Wilkins
Ex Officio: Dan Partridge
Other: Karrey Britt
Charlie Bryan
John Bullock
Kathy Colson
Jennie Henault
Colleen Hill
Thomas Marcellino, MD
Charlotte Marthaler
Vince Romero