

MINUTES
Lawrence-Douglas County Health Board
October 21, 2013

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, October 21, 2013. Chair David Ambler called the meeting to order at 5:07 p.m.

PUBLIC COMMENT

David Ambler, chair, updated the Board on Ray Davis' progress. David reported Ray is doing well and in good humor.

APPROVAL OF AGENDA

Shirley Martin-Smith made a motion to approve the Agenda for October 21, 2013. Maley Wilkins provided the second and the motion passed.

REVIEW AND APPROVE MINUTES OF SEPTEMBER 16, 2013

Maley Wilkins made a motion that the Minutes of September 16, 2013, be approved. Paul Liechti provided the second and the motion passed.

REVIEW AND APPROVE SEPTEMBER MONTHLY FINANCIAL REPORT

Jennie Henault, director of administrative services, reviewed the September Monthly Financial Report. After discussion, Paul Liechti moved that the September Monthly Financial Report be approved. Shirley Martin-Smith provided the second and the motion passed.

NEW BUSINESS

Receive Report on Health Insurance Marketplace

Amanda Kong, AmeriCorps member, updated the Board on the Health Insurance Marketplace. Amanda reported she is a health care navigator along with Beeta Kashani, AmeriCorps member, and Frendida Zamora, clinic assistant. The marketplace is designed to help people find health insurance that fits their budget. Navigators assist clients with questions and help figure out which plan is best for them. Amanda stated she helps clients understand the basics of health insurance and the Health Insurance Marketplace. She reported you can enroll online, but currently there are problems with the system. Amanda stated the client will enter their personal information online, not the navigator. The Health Department has seen 35 clients so far. Anyone can schedule an appointment with a navigator during regular clinic office hours. Amanda said you have to be enrolled for health insurance coverage by December 15, 2013, to have coverage January 1, 2014. If you do not buy health insurance, you may be charged a tax penalty when you file your 2014 income tax return. This penalty is \$95 or one percent of your income, whichever is greater. Amanda stated that good resources for information are: insureKS.org and HealthCare.gov.

Receive Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) Site Visit Report

Jolene Croxell, WIC supervisor, updated the Board on the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) site visit. Jolene reported a bi-annual site visit was completed by the Kansas Department of Health and Environment (KDHE) in August 2013 that identified three areas of improvement for the WIC and Breastfeeding programs. One area of improvement is Secondary Nutrition Education, which is provided to clients every three months. Jolene stated currently we only offer pamphlets and brochures about targeted nutrition information. KDHE recommends that the information be presented in a variety of ways to reach different client reading levels and learning abilities. Therefore, we have begun the process of identifying topics we can offer through electronic media, DVD, PowerPoint, and Prezi. We also plan to offer online education in the office. Jolene stated the next area of improvement is continued education for Registered Dietitians and Registered Nurses about client risk factors. KDHE recommends that we provide continued education about Nutrition Risk Factors in order to be able to easily identify appropriate risk factors to assign to our clients. Jolene reported they have a monthly plan that covers at least two risk factors that will be presented by a Registered Nurse or Dietitian

during their WIC monthly meetings. The third area of improvement is monthly reporting and data analysis. Jolene said they started monthly reports on October 1, 2013. She stated monthly and quarterly reports will be done and submitted to the directors focusing on key indicators identified.

Jolene said KDHE notified our office on October 9, 2013, to hold November and December WIC checks due to the government shutdown. Jolene stated our clients were still able to redeem their October checks at that time. As of October 17, 2013, KDHE notified our office that we were able to resume issuing three months of checks as we had previously done. Jolene stated there was no lapse in services to any of our clients.

Consider 2014 Annual Budget

David Ambler, chair, stated rather than ask the Board for final approval of the 2014 annual budget today, we would ask for approval of amount designated for merit and Cost of Living Adjustment (COLA). Final approval of the 2014 annual budget will be deferred to the November 2013 Board meeting. There was discussion regarding the trends over the past several years on the expense and revenue categories, balance sheet year end projections and income and expense statement operating fund year-end projections.

Dan reported Douglas County is providing a one percent COLA and one percent merit. Douglas County will potentially complete a wage study in 2014 and may disburse an additional three percent. The City of Lawrence is providing a two percent merit. Dan stated staff recommendation is for a one-half percent COLA and an overall budget for salary enhancements of \$50,000. Maley Wilkins made a motion to approve \$50,000 for salary adjustment with one-half percent COLA. Paul Liechti provided the second and the motion passed.

DIRECTOR'S REPORT

1. Dan Partridge updated the Board on the Health Board Study Session on November 15, 2013, from 9 a.m. to noon in the first floor meeting room at the Health Department. Dan stated we will be discussing the Academic Health Department Memorandum of Understanding (MOU) with the University of Kansas Work Group for Community Health and Development. Dan reported Erika Dvorske, President and CEO of United

Way Douglas County, will be facilitating the discussion on how to improve our partnerships.

2. Dan Partridge reviewed the Devolution and Resource Sharing Agreement for Kansas Public Health Region 15. Dan stated devolution is the capability to transfer statutory authority and responsibility for essential functions from an agency's primary operating staff and facilities to another organization's employees and facilities. Discussions will continue and no final agreement has been made.
3. Dan Partridge reported LiveWell Lawrence celebrated five years at Abe and Jake's Landing on October 15, 2013. Dan reported 103 people attended the event and he thanked staff and Board members for attending.
4. Dan updated the Board on his presentation to the League of Kansas Municipalities Conference on Sunday, October 13, 2013. Dan's focus was "Where we live matters to our health...we can improve a community's health by implementing effective policies."

Other New Business

1. The next scheduled Health Board meeting will be Monday, November 18, 2013, at 5 p.m. in the first floor meeting room.

ADJOURNMENT

The Board meeting was adjourned at 6:40 p.m. on a motion by Paul Liechti and a second provided by Shirley Martin-Smith.

Respectfully submitted,

Dan Partridge,
Secretary

Present: David Ambler
Paul Liechi
Shirley Martin-Smith
Carol Seager
Kevin Stuever
Maley Wilkins
Ex Officio: Dan Partridge
Others: Karrey Britt
Giles Bruce
Kathy Colson
Jolene Croxell
Jennie Henault
Colleen Hill
Amanda Kong
Charlotte Marthaler