

MINUTES
Lawrence-Douglas County Health Board
January 21, 2014

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Tuesday, January 21, 2014. Chair David Ambler called the meeting to order at 5:03 p.m.

APPROVAL OF AGENDA

Shirley Martin-Smith made a motion to approve the Agenda for January 21, 2014. Paul Liechti provided the second and the motion passed.

REVIEW AND APPROVE MINUTES OF DECEMBER 16, 2013

David Ambler requested to amend the December 16, 2013, Minutes to add Carol Seager's name to the list of Board attendees. Paul Liechti made a motion to amend and approve the Minutes of December 16, 2013, by adding Carol Seager's name to the list of Board attendees. Maley Wilkins provided the second and the motion passed.

REVIEW AND APPROVE DECEMBER MONTHLY FINANCIAL REPORT

Jennie Henault, Director of Administrative Services, reviewed the December Monthly Financial Report. After discussion, Maley Wilkins moved that the December Monthly Financial Report be approved. Kevin Stuever provided the second and the motion passed.

NEW BUSINESS

Review Draft of Annual Report

Karrey Britt, Communications Coordinator, presented a draft of the 2013 Annual Report. Karrey stated she would like comments from the Board. Karrey reported the goal is to have a community focus this year. After discussion, Karrey stated she would like comments by the first of February. The Board will receive the Annual Report at the March Board meeting.

Upcoming Board Appointments

Chair David Ambler reported Paul Liechti has served six consecutive years on the Health Board and his term expires March 31, 2014. David asked the Board to send recommendations to himself or Dan Partridge as soon as possible.

Board Self-Assessment

David Ambler, chair, reported he sent the Director Evaluation and the Board Self-Assessment to the Board and asked that they complete them as quickly as possible and return to him to compile. David stated these will be discussed at the February Health Board meeting.

DIRECTOR'S REPORT

1. Dan Partridge updated the Board on a HIPAA breach investigation. After completing an internal investigation and consulting with legal counsel, it was determined that no breach occurred.
2. Dan Partridge reviewed the 2014 laboratory vendor report. Dan thanked Dr. Kevin Stuever for helping the Health Department keep lab testing local. Dan reported the Health Department is now doing Thin Prep PAP testing. Dan reported the Kansas Department of Health and Environment will continue to test Gonorrhea and Chlamydia, Syphilis, Herpes-culture, and Hepatitis C and that Lawrence Memorial Hospital will test for Thin Prep PAP, HIV and HPV.

3. Dan Partridge presented an overview of Board Talking Points and asked for comments. Suggestions from the Board are to put in contact information, work on an opening statement that includes everyone not just young people and those employed. Need to put in specifics of what we are doing to address issues listed. Revise “Changing the way we work with you” to “Strengthening the way we work with you.” Also, under History, state how old the Health Department is.
4. Dan Partridge reported the Health Department will be closed on Friday, February 7, 2014, for staff training on motivational interview which will benefit all staff.

Dan also stated the week of April 7-13, 2014, is National Public Health Week. The Kay Kent Excellence in Public Health Service Award and staff luncheon will be Tuesday, April 8, 2014, from noon to 1 p.m.

5. Chair David Ambler tabled the Executive Session for the purpose of discussing personnel matters related to the annual evaluation of the Director to the February Board meeting.

Other New Business

1. The next scheduled Health Board meeting will be held on Monday, February 17, 2014, at 5 p.m. in the first floor meeting room.

ADJOURNMENT

The Board meeting was adjourned at 6:15 p.m. on a motion by Carol Seager and a second by Kevin Stuever.

Respectfully submitted,

Dan Partridge,
Secretary

Present: David Ambler
Doug Dechairo
Paul Liechti
Shirley Martin-Smith
Carol Seager
Kevin Stuever
Maley Wilkins
Ex Officio: Dan Partridge
Other: Karrey Britt
Jennie Henault
Colleen Hill
Charlotte Marthaler