

MINUTES
Lawrence-Douglas County Health Board
April 21, 2014

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, April 21, 2014. Chair David Ambler called the meeting to order at 5:00 p.m.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF AGENDA

Maley Wilkins made a motion to approve the Agenda for April 21, 2014. Ray Davis provided the second and the motion passed.

REVIEW AND APPROVE MINUTES OF MARCH 17, 2014

Ray Davis made a motion that the Minutes of March 17, 2014, be approved. Doug Dechairo provided the second and the motion passed.

REVIEW AND APPROVE MARCH MONTHLY FINANCIAL REPORT

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

HEALTH IMPACT ASSESSMENTS

Tatiana Lin, Senior Analyst for the Kansas Health Institute, and Sheena Smith, also with the Kansas Health Institute presented on Health Impact Assessments (HIA). Tatiana stated HIA's help achieve effective public policy solutions by providing information about a policy's expected impact on the health of the community, inviting people to express how they expect the policy to affect health and engaging stakeholders in planning to address any potential consequences to health. HIA's target the social determinants of health. Tatiana reported the city of Wichita recently did an HIA on their public transit system. The HIA examined how the proposed policy would affect the health and wellness of area residents and led to a final plan that supported the community's health goals. Many policy decisions are often made without considering possible impacts to our health. HIA is a structured process that uses scientific data, professional expertise and stakeholder input to identify and evaluate public health consequences of proposals and suggest actions that could be taken to minimize adverse health impacts and optimize beneficial ones. HIA's are an evidenced-based study that helps decision-makers identify the likely health impacts of a decision in order to inform their choice. The six HIA process steps are screening, scoping, assessment, recommendations, reporting and monitoring/evaluation. Tatiana stated using HIA's helps policy makers see the connections and fully understand the health effects of proposed laws, regulations and programs. HIA's are used to inform decisions at all levels from local to federal. Tatiana presented examples of changes to Wichita Transit System, changes to Kansas Corporate Farming law and changes to Kansas Liquor Control Act.

NEW BUSINESS

Election of Officers

The Health Board By-Laws state the vice-chair shall also serve as the chair-elect and succeed the chair upon completion of his/her term. Maley Wilkins made a motion to elect Dr. Doug Dechairo as vice chair and Dr. Kevin Stuever as treasurer. Ray Davis provided the second and the motion passed. After the vote Maley Wilkins assumed the role of chair replacing David Ambler.

Budget Submissions to the City of Lawrence and Douglas County

Dan Partridge presented the Health Department's proposed 2015 budget requests to the City of Lawrence and Douglas County. Dan stated the Health Department received guidelines for the preparation of the 2015 budget request from the County Commissioners. Dan reported the county is asking that we provide a basic budget request that would show no increase. Dan stated this year the county is adding new elements to the 2015 budget process. Now the Health Department will need to also submit a Form 990. The county is also sending an agreement contract for the agency. Dan stated the 2015 budget request to the county is \$775,707 (health insurance not included). Dan reported the 2015 budget request to the city is \$662,577. Dan stated last year we expanded our partnership with Lawrence Memorial Hospital to add Human Papillomavirus (HPV) testing and upgrade our Pap Smear testing to conform with current best practice. This enhancement increased our cost for Pap Smears by \$5.50 per sample. In December 2013, the Kansas Department of Health and Environment laboratory decided to continue to support gonorrhea and chlamydia testing. Dan also stated the Health Department has completed our review and revision of the employee performance appraisal process and beginning in 2014 all employees are evaluated and given payroll adjustments effective January 1 of each year. The 2015 budget request includes an amount of \$24,131 to provide for employee wage increases. Dan stated in creating a no increase 2015 budget, the following budget goals were developed: minimize client impact, reduce/eliminate the use of cash reserves to balance future budgets and explore all opportunities for improved efficiency and productivity. Dan stated health insurance for staff is projected to increase \$8,414 from the 2014 budget. Grant revenue will decrease by \$8,900 due primarily to a reduced projection for private grants. Fee and interest revenue will decrease by \$26,062 due to trend we are seeing in our client demographics. Total expenditures will decrease by \$56,922. Dan stated by keeping local tax support level and not filling a recently vacant office assistant position, our budgeted cash balance forward will decrease by \$35,125 to \$0. Dan stated we will meet with the county on May 6, 2014, at 1:30 p.m. for those Board members interested in attending. David Ambler stated he will attend. David Ambler made a motion to approve the 2015 budget requests for the city and county. Doug Dechairo provided the second and the motion passed.

OFFICERS REPORT

Letter of Recognition for Pat Meyer's Retirement with 30 Years of Service

The Board signed a letter of recognition congratulating Pat Meyer's on her retirement on April 30, 2014, after 30 years of service to the Health Department and the community.

County Health Rankings

Dan Partridge reported the County Health Rankings Report was released by the University of Wisconsin in March 2014. Douglas County moved up from ninth to eighth in health outcomes. Dan reviewed selected measures of interest along with what is new or discontinued on the health rankings.

Clinic Schedule

Dan Partridge reported staff is still reviewing the clinic schedule and tracking hours that we see clients. Dan stated when we are open we want all services to be available to clients. David Ambler stated once a decision is made we will need to publicize this change heavily.

Douglas County Community Foundation Grant Award

Dan Partridge reported the Douglas County Community Foundation has provided the Health Department with a \$4,100 grant to train Healthy Families Douglas County staff to improve how we screen clients for mental illness issues.

Cooking Matters Grant Award

The Health Department received a \$1,000 grant from Share Our Strength, a National anti-hunger organization to provide its "Cooking Matter at the Store" program. In May, the Health Department will be offering guided tours of local grocery stores to help families buy nutritious food on a budget. Participants will learn how to understand food labels, find the best bargains with unit pricing, shop for fruits and vegetables when they are at their peak, identify whole grains, and stick to a budget. After the tour participants will receive \$10 and they will be challenged to use the skills they learned to buy a healthy meal. They will also receive a cookbook and a re-usable grocery bag.

Other New Business

1. The next scheduled Health Board meeting will be held Monday, May 19, 2014, at 5 p.m. in the first floor meeting room.

ADJOURNMENT

The Board meeting was adjourned at 6:26 p.m. on a motion by David Ambler and a second by Doug Dechairo.

Respectfully submitted,

Dan Partridge,
Secretary

Present: David Ambler
Ray Davis
Doug Dechairo
Kevin Stuever
Maley Wilkins
Ex Officio: Dan Partridge
Other: Karrey Britt
Kim Ens
Jennie Henault
Colleen Hill
Tatiana Lin
Charlotte Marthaler
Sheena Smith
Chris Tilden