

MINUTES  
Lawrence-Douglas County Health Board  
**January 20, 2015**

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Tuesday, January 20, 2015. Chair Maley Wilkins called the meeting to order at 5:04 p.m.

**PUBLIC COMMENT**

There was no public comment.

**INTRODUCTION OF NEW BOARD MEMBER**

Maley Wilkins welcomed new Health Board Member Shannon Oury, executive director of Lawrence-Douglas County Housing Authority. Shannon was appointed by the County. Board members and staff introduced themselves.

**APPROVAL OF AGENDA**

Doug Dechairo made a motion to approve the Agenda for January 20, 2015. David Ambler provided the second and the motion passed.

**REVIEW AND APPROVE MINUTES OF DECEMBER 15, 2014**

David Ambler made a motion that the Minutes of December 15, 2014, be approved. Doug Dechairo 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, Doug Dechairo moved that the December Monthly Financial Report be approved. Kevin Stuever provided the second and the motion passed.

## **NEW BUSINESS**

### **Consider Douglas County Funding Agreement**

Dan Partridge, director, presented the revised Douglas County, Kansas Outside Agency Funding Agreement 2015 Budget Year and asked the Board to authorize Dan to sign the contract. David Ambler made a motion to authorize Dan Partridge, director, to sign the revised Douglas County, Kansas Outside Agency Funding Agreement 2015 Budget Year contract and to allow Dan Partridge to sign this contract each year without Board approval unless contract funding changes dramatically. Doug Dechairo provided the second and the motion passed.

### **Consider Contract with Douglas County for Chronic Disease Risk Reduction (CDRR) Grant Deliverables**

Chris Tilden, director of community health, would like to use \$7,000 of a Chronic Disease Risk Reduction (CDRR) grant to execute a contract between the Lawrence-Douglas County Health Department and Douglas County, Kansas. This contract would support Douglas County efforts to expand the Supplemental Nutrition Assistance Program (SNAP) match which matches food stamps dollar-for-dollar up to \$25. Shannon Oury made a motion to authorize Dan Partridge, director, to sign the CDRR agreement. David Ambler provided the second and the motion passed.

### **Consider Process for Future Partnerships to Improve Community Health (PICH) Contracts**

Chris Tilden, director of community health, reviewed the list of proposed contracts for Partnerships to Improve Community Health (PICH) for 2015. The Board thanked Chris for the information and reaffirmed the policy of bringing contracts in excess of \$10,000 to the Board for authorization.

## **DIRECTOR'S REPORT**

### Clinic Schedule Report Received from Dr. Reed and Ms. Newton

Dan Partridge, director, updated the Board on the clinic schedule responses to surveys distributed to Health Department clients, staff and community members regarding their views on the clinic schedule. The report showed clients had no strong preference regarding our hours of operation. The top concern from staff was a reduction in the number of staff working in the clinic and the second concern for staff was conflicts with existing personal appointments scheduled in advanced. Results also showed staff felt strongly that clinic should close by 6 p.m. and no weekends. Dan stated he believes the clinic should be open during the lunch hour. Dan reported he and staff will be meeting with Dr. Reed of Kansas University, Krista Newton, Kansas University intern, on January 29, 2015, to discuss the report and will bring a recommendation to the February Board meeting.

### Community Health Plan

Karrey Britt, communications coordinator, reported the 2015 Community Health Plan progress report will be inserted on February 1, 2015, in the Lawrence Journal-World. This report is also available on the Health Department's website. Karrey stated this report was signed by the mayors of Baldwin City, Eudora, Lecompton, Lawrence and Douglas County Commission chair, Jim Flory. Karrey stated February is local health month at the Lawrence Public Library and they will have this report available.

### Communications Work Plan

Karrey Britt, communications coordinator, updated the Board on the Journalism 640 strategic campaigns class recommendations. Karrey stated she and Dan Partridge categorized the plan books and compiled a list of 46 tasks with a priority rating, start and finish date. Dan and Karrey created a timeline of what to accomplish the first six months, six to 12 months, one to three years, and what is "under consideration." The timeline was categorized by digital presence and organization/community relationships. This timeline was reviewed with the Board.

#### Accreditation Site Visit

Charlotte Marthaler, assistant director, reviewed the Public Health Accreditation Board (PHAB) agenda for January 22-23, 2015.

#### Pre-session Legislative Hearings Update

Dan Partridge, director, reported he attended the Pre-session Legislative Hearings on January 8<sup>th</sup>. Dan stated the discussion included expansion of Medicaid and the role of public health prevention of disease and promotion of wellness as two essential elements for controlling the future costs of Medicaid.

#### Annual Report

Maley Wilkins, chair, requested the Board email her their input on what the Board needs to focus on for the Annual Report before the February Board meeting.

#### Executive Session for the Purpose of Discussing Personnel Matters Related to the Evaluation of the Director

At 6:10 p.m., David Ambler made a motion to move into executive session for 20 minutes for the purpose of discussing personnel matters of non-elected departmental personnel. The justification for the executive session is to protect the privacy of those personnel being discussed.

Further, we will return to this room and reconvene the open Board meeting to the public at 6:30 p.m. Kevin Stuever provided the second and the motion passed.

At 6:30 p.m., David Ambler made a motion to extend the executive session until 6:45 p.m. returning to public session in the same location. Doug Dechairo provided the second and the motion passed.

The Board resumed open session at 6:45 p.m.

**Other New Business**

1. The next scheduled Health Board meeting will be Monday, February 16, 2015, at 5 p.m. in the first floor meeting room

**ADJOURNMENT**

The Board meeting was adjourned at 6:45 p.m. on a motion by Doug Dechairo and a second by Shannon Oury.

Respectfully submitted,

Dan Partridge,  
Secretary

Present:	David Ambler Doug Dechairo Shannon Oury Kevin Stuever Maley Wilkins
Ex Officio:	Dan Partridge
Other:	Karrey Britt Kim Ens Jennie Henault Colleen Hill Charlotte Marthaler Chris Tilden