

**MINUTES**  
**Lawrence-Douglas County Health Board**  
**April 20, 2009**

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, April 20, 2009. Chair Alan Cowles called the meeting to order at 5:30 pm.

**WELCOME NEW BOARD MEMBER**

Chair Alan Cowles welcomed new Health Board member Shirley Martin-Smith. Shirley was jointly appointed by the City and County Commissions.

**CONSENT AGENDA**

Gerald Pees moved that the Consent Agenda consisting of the Health Board Minutes of March 16, 2009, and the March 2009 monthly Financial Reports be approved. Shirley Martin-Smith provided the second and the motion passed.

**DIRECTOR'S REPORT**

1. Dan Partridge stated in January 2009, the Health Department received a grant through the Sunflower Foundation to provide Quality Improvement training for the Maternal and Child Health (MCH) staff. Professor Ruth Wetta-Hall from the University of Kansas School of Medicine led the MCH staff through an initial two-day training on April 6 - 7, 2009. The second series of Quality Improvement training is scheduled for May 2009.
2. Dan Partridge updated the Board on National Public Health Week activities which was April 6-12, 2009. On Tuesday, April 7, a staff appreciation breakfast was provided by the Administration group. On Wednesday, April 8, was the Kay Kent Excellence in Public Health Service Award and the employee luncheon. Charlotte Marthaler was the recipient of the award. Dan thanked Board members Alan Cowles, Shirley Martin-

Smith, and Karen Shumate for attending the award ceremony and lunch. Jim Flory, County Commissioner, and Kay Kent also attended the event.

3. In March 2009, the U.S. Department of Agriculture (USDA) completed a site visit of the Kansas Women, Infants and Children Special Supplemental Nutrition (WIC) program, which included a review of services locally. Dan Partridge updated the Board on the local findings from this visit. One question was do people in the community know where the WIC program is located. Another concern was the Civil Rights poster in the clinic hallway needs to be moved to the waiting room area so clients can see this before they enter the clinic. USDA representatives praised the "Kickin it With WIC" activity fair held annually.
4. Dan Partridge stated the Public Health Accreditation Board (PHAB) standards vetting comments due by the end of April 2009 have been submitted. Dan Partridge reviewed with the Board the Administrative Capacity and Governance standards.
5. Dan Partridge updated the Board on two new grant awards connected to the Together Prepared coalition. One grant is from the Center for Community Support and Research for approximately \$10,000. The primary objective of this award is to increase personal preparedness by working through neighborhood associations and faith based organizations. The other grant is from the National Network of Libraries of Medicine for \$14,000. The Health Department is partnering with the Lawrence Public Library who will operate a call center at the Library that will be activated in a public health emergency. Funding from both grants focuses on efforts to prepare vulnerable populations of Douglas County in the event of a public health emergency.

## **UNFINISHED BUSINESS**

### **2010 County Budget Application**

Dan Partridge presented the Health Department's proposed 2010 Budget in the amount of \$3,105,433 for submittal to the City and County. The 2010 City and County Budget Requests are due by Friday, April 24, 2009. Budget guidance from both the City of Lawrence and Douglas County ask for the submittal of a level funded budget but to discuss the impact of a 5% reduction in funding. After discussion, Gerald Pees made a motion to

approve the proposed 2010 Budget to be submitted to the City and County. Karen Shumate provided the second and the motion passed.

### **NEW BUSINESS**

#### **Employee Letters of Recognition**

The Board signed Letters of Recognition for Pat Meyers and Barbara Schnitker congratulating them on 25 years of service.

#### **1<sup>st</sup> Quarter Performance Measurement Report**

Dan Partridge reviewed the 1<sup>st</sup> quarter Performance Scorecard with the Board. This Performance Scorecard replaced the Monthly Activity Report and is presented each quarter. This is the first scorecard presentation.

#### **Bank Authorization Signatures**

Karen Shumate made a motion to update bank signature cards. Paul Liechti provided the second and the motion passed. Bank signature cards were signed by Alan Cowles, Chair and Gerald Pees, Treasurer.

#### **New and Useful**

Alan Cowles updated the Board on an article from the American Medical Association regarding identity theft and an article from the New England Journal regarding a possible change in standards for cervical cancer screening.

### **Other New Business**

1. The next regularly scheduled Health Board meeting will be Monday, May 18, 2009.

**ADJOURNMENT**

The Board meeting was adjourned at 7:00 pm on a motion by Gerald Pees and a second by Karen Shumate.

Respectfully submitted,

Dan Partridge,  
Secretary

Present:	Alan Cowles Paul Liechti Shirley Martin-Smith Gerald Pees Karen Shumate
Ex Officio:	Dan Partridge
Other:	Karrey Britt Jennie Henault Colleen Hill Charlotte Marthaler