

**MINUTES**  
**Lawrence-Douglas County Health Board**  
**July 18, 2011**

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, July 18, 2011. Chair Shirley Martin-Smith called the meeting to order at 5:32 p.m.

**REVIEW AND APPROVE MINUTES OF MAY 16, 2011**

David Ambler moved that the Board Minutes of June 20, 2011 be approved. Gerald Pees provided the second and the motion passed.

**REVIEW AND APPROVE MAY 2011 MONTHLY FINANCIAL REPORT**

Jennie Henault, Director of Administrative Services, reviewed the June 2011 Monthly Financial Report. After discussion, Gerald Pees moved that the June 20, 2011 Monthly Financial Report be approved. Paul Liechti provided the second and the motion passed.

**OLD BUSINESS**

**Board Retreat**

Dan Partridge stated the Health Board Retreat was held on Friday, July 8, 2011. Dan reviewed a list of comments responding to the questions "What kind of organization do you want the Health Department to be," and "How do we get there?" Dan stated we need to develop an "elevator speech" so we are all communicating the same message to the community. David Ambler stated his top three priorities on the list of comments were: 1) Leadership in public health initiatives; 2) Changing the image of the Lawrence-Douglas County Health Department; and 3) Be willing to take on issues in the mainstream. Dan Partridge stated he will incorporate these ideas into our vision and present a revised future

story and as much of a revised strategic plan as possible to present at the August Board meeting.

#### Kansas Health Foundation (KHF) Grant Application Letter of Support

Dan Partridge reviewed a letter expressing the Health Department's support of and commitment to the Kansas Health Foundation (KHF) Access to Healthy Foods Planning Grant. The Health Department looks forward to this collaborative effort to make it easier for our residents to access healthy food and sustain healthy behavior change. Dan reported the Health Department will serve as project director for this grant and as a member of the Leadership Team.

#### Board Evaluation Tool

Shirley Martin-Smith, chair, asked when the Board would like to evaluate themselves. After discussion, Shirley suggested at the end of the year. Shirley stated revisions have been made to the evaluation tool and asked that any new input be sent to Colleen Hill. David Ambler said he would like the comments section to be enlarged. Shirley stated the Board will discuss the final version for approval at the September Board meeting.

### **NEW BUSINESS**

#### Board Letter of Recognition

The Board signed a Letter of Recognition congratulating Desma Evans for five years of service.

#### Kansas Children's Service League (KCSL) Contract Extension

Dan Partridge presented a contract extension between the Lawrence-Douglas County Health Department and Kansas Children's Service League (KCSL) for Healthy Families America program services for the contract period of July 1, 2011, through June 20, 2012. Dan stated there are no changes to this contract. After discussion, Gerald Pees made a motion to authorize Shirley Martin-Smith, chair, to sign the contract extension with KCSL. David Ambler provided the second and the motion passed.

Kansas Department of Health and Environment, Douglas County and the Lawrence-Douglas County Health Department Contract Renewal

Dan Partridge presented amendment two to the contract between the Kansas Department of Health and Environment (KDHE), Douglas County and the Lawrence-Douglas County Health Department for outreach, prevention and early intervention services for the contract period of July 1, 2011, through June 30, 2012. KDHE is the successor to the Kansas Health Policy Authority. Dan reported KDHE will increase the available draw down amount from \$175,000 to \$200,000. After discussion, Gerald Pees made a motion to authorize Shirley Martin-Smith, chair, to sign the contract renewal with KDHE, Douglas County and the Lawrence-Douglas County Health Department. David Ambler provided the second and the motion passed.

Co-locating Staff Displaced by the Social and Rehabilitation Services (SRS) Office Closure

Dan Partridge reported various community agencies, including the Health Department, received an email from Craig Weinaug, County Administrator, regarding a meeting with the Board of Douglas County Commissioners (BOCC) on Tuesday, July 19, 2011, at 9 a.m. to discuss the closure of the Social and Rehabilitation Services (SRS) office. The BOCC is holding this meeting to have a better understanding of how the proposed closure will impact the quality and accessibility of SRS for the residents of Douglas County. The BOCC requested a listing of all of the services each agency provides that involves some interaction with SRS personnel. For each of those services they would like an assessment of the feasibility of delivery of that service via phone or computer, without the possibility of direct personal interaction. They would also like to know what the cost is to our agency for filling the gaps. Dan reviewed his response memorandum to the BOCC. Dan stated the Health Department works with a number of low-income clients through case management services to seniors, pregnant women and teens, and families with young children. Child Care Licensing surveyors and agency staff are involved with SRS related to investigations of child abuse and elder abuse. Dan also stated all Health Department services will be impacted to some varying degree.

**DIRECTOR'S REPORT**

1. Dan Partridge reviewed the Kansas Department of Health and Environment Grant History for State Fiscal Year 2012.

2. Lisa Horn, Communications Coordinator, updated the Board regarding the Chronic Disease Risk Reduction (CDRR) tobacco prevention ad campaign. This campaign targets residents between the ages of 18 and 30 and will begin mid-August. Lisa stated that urinal screens will be placed in men's restrooms with a message to let men know smoking can cause impotence. In women's restrooms, stickers near the mirrors will remind women about the effects of smoking on skin and wrinkles. Lisa stated there will also be promotions on television, local publications, radio, social media and websites. In addition, there will be anti-smoking messages on top of Pizza Shuttle boxes. Lisa also reviewed the Kern invoice. Kern Group Incorporated is the company assisting with the campaign.

Lisa also discussed the breastfeeding grant the Health Department received to help increase breastfeeding rates in Douglas County. The group, B.I.B.S. - Breast Is Best Social, is for all moms-to-be and women currently breastfeeding to share and learn from each other. B.I.B.S. will meet every Wednesday night beginning August 3 at 6:30 p.m. at the Lawrence-Douglas County Health Department. The cost is free. Dr. Larisa Kimuri and Dr. Tiffinie Mercado are advocates for the group and are being used in the promotional material.

3. Dan Partridge updated the Board on staffing changes. Karina Jones, Healthy Families Douglas County Nurse Case Manager, resigned effective July 8, 2011. Lorie Eyster, Senior Office Assistant, moved upstairs from the clinic office to focus on insurance billing and now reports to Jennie Henault, Director of Administrative Services. Jeremy Fite was hired as Community Health Specialist effective July 14, 2011, and reports to Charlie Bryan, Community Health Planner.
4. Dan Partridge reviewed the 2012 city budget recommendation. Dan stated the total expenditures for 2012 is \$1,018,358. Included in this amount is \$369,429 for overhead for the entire Community Health Facility building, a full-time maintenance person and \$648,929 for Health Department operations.
5. Dan stated he, Shirley Martin-Smith, chair, and Kim Ens, director of clinic services, will attend the National Association of County and City Officials (NACCHO) conference in Hartford, CT on July 20-July 22, 2011.

6. Dan Partridge reviewed the Public Health Accreditation Board (PHAB) accreditation fee schedule. The Health Department would be considered a category three on the fee schedule and the total cost for five years would be \$27,030.

**Other New Business**

1. The next scheduled Health Board meeting will be held on August 15, 2011, at 5:30 p.m.

**ADJOURNMENT**

The Board meeting was adjourned at 7:02 p.m. on a motion by Maley Wilkins and a second by Paul Liechti.

Respectfully submitted,

Dan Partridge,  
Secretary

Present:	David Ambler
	Ray Davis
	Paul Liechti
	Shirley Martin-Smith
	Gerald Pees
	Maley Wilkins
Ex Officio:	Dan Partridge
Other:	Karrey Britt
	Jennie Henault
	Colleen Hill
	Lisa Horn
	Charlotte Marthaler