

**MINUTES**  
**Lawrence-Douglas County Health Board**  
**April 16, 2012**

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, April 16, 2012. Chair Shirley Martin-Smith called the meeting to order at 5:00 p.m.

**INTRODUCTION OF NEW BOARD MEMBER**

Chair Shirley Martin-Smith welcomed new Health Board member Dr. Kevin Stuever, appointed by the City. Board members and staff introduced themselves.

**REVIEW AND APPROVE MINUTES OF MARCH 16 AND MINUTES OF MARCH 19, 2012**

David Ambler made a motion that the Board Study Session Minutes of March 16 and the Minutes of March 19, 2012 be approved. Paul Liechti 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. Maley Wilkins moved that the March 19, 2012 Monthly Financial Report be approved. Paul Liechti provided the second and the motion passed.

## **STAFF REPORTS**

### Video Talking Points – Lisa Horn

Lisa Horn, Communications Director, demonstrated how to use the portable projector to present the “Let’s Start a Conversation” video to the community. Lisa reported staff is working on a discussion guide for Board members to use when presenting the video. Dan asked the Board to send Lisa Horn or Colleen Hill names of group’s Board members would like to present the video to and Lisa Horn will compile a list.

### Prenatal Care Rotation System – Kim Ens and Maria Ana Garza

Kim Ens, Director of Clinic Services, reported on the Prenatal Care Rotation System developed in 2002 in response to a growing need for prenatal care among non-insured and non-citizen pregnant women in Douglas County. Kim stated the Health Department is the facilitator of this program. The program is part of a collaborative effort among three physician groups in Douglas County who rotate their services to the next pregnant woman that comes into the system. Kim stated once a woman delivers a baby she can apply for SOBRA (emergency Medicaid coverage). SOBRA will partially reimburse the hospital for labor and delivery charges. The Health Department is looking at the process of where referrals for this program come from. Kim reported there were 33 clients in 2011. Kim also reviewed the options for pre-natal care for families without insurance. Dan stated this question of how to best deliver these services is being studied and will keep the Board informed on progress.

## **NEW BUSINESS**

### Letter of Recognition

The Board signed a Letter of Recognition congratulating Tammy Franchuk for 10 years of service.

### Consider Approval to Purchase VMware are and Twin Servers

Jennie Henault, Director of Administrative Services, reviewed a comparison of three quotes for VMware and twin servers from CDW-G, Tallgrass Technologies and ISG. Jennie

reported the Douglas County IT manager recommends ISG and uses the same hardware/software/vendor. Jennie stated ISG came onsite and looked at our current system and then submitted a quote. ISG will provide three days of hands on training at the Health Department. Jennie reported we have \$31,363 in the 2012 funded depreciation budget for the twin servers and VMware. The ISG quote is \$26,677, which is less than the other two quotes. After discussion, David Ambler made a motion to purchase the VMware and twin servers from ISG. Maley Wilkins provided the second and the motion passed.

Consider Purchase of Employer Practices Liability Insurance (EPLI)/Directors and Officers (D&O)

Dan Partridge reported the Health Department has three different quotes for Employer Practices Liability Insurance (EPLI) and Directors and Officers (D&O). At this time, there is not a specific recommendation. Staff have been advised by counsel to find a company that will cover the Health Department, Douglas County, and the City of Lawrence. National Union Fire Insurance Company and RSUI will only quote on the Health Department. Legal counsel is working with Hiscox Insurance Company to learn more about their language. Dan reported Mark Buhler has said he will provide a quote by the end of this week. After discussion, Maley Wilkins made a motion to authorize the execution of purchasing EPLI/D&O once John Bullock, Paul Liechti and Dan Partridge all approve of the contract. Ray Davis provided the second and the motion passed.

Approve City and County Budget Requests

Dan Partridge presented the Health Departments proposed 2013 budget request. Dan stated the County budget is due April 20, 2012, and the City budget is due April 30, 2012. Dan reported the City of Lawrence funding request remains level at \$648,929. Dan stated we anticipate grant revenue will decrease by \$16,352. Increased revenues are budgeted for operating fees and cash balance forward in the amount of \$81,185. The Douglas County funding request remains level for operating at \$725,000 (health insurance not included). Dan reported we anticipate a reduction of \$40,000 in the Chronic Disease Risk Reduction (CDRR) grant. The CDRR grant work plan now includes facilitation of the LiveWell Lawrence coalition but will continue to also focus on tobacco cessation. To accommodate loss of State funding, County and City funds will be internally reallocated. This proposed 2013 budget also includes a one percent Cost of Living Increase (COLA), two or four percent merit increase, no longevity bonus, \$7,500 for marketing, an additional \$10,000 for staff development, and \$15 a month cell phone stipend for eligible employees. David

Ambler made a motion to approve the 2013 budget requests for the City and County. Ray Davis provided the second and the motion passed.

Dan Partridge reviewed the Detention Center Income Statement with the Board. After reviewing income and expenses for Health Department staff, Dan asked the Board what the hourly reimbursement rate for health services provided needs to be. After discussion, by consensus of the Board the new hourly rate would be \$36.00 effective January 1, 2013.

#### 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. The proposed slate-of-officers are Paul Liechti, chair; David Ambler, vice-chair; and Maley Wilkins, treasurer. Ray Davis made a motion to elect the proposed slate-of-officers. Shirley Martin-Smith provided the second and the motion passed

#### Recognition of Past Chair

Dan Partridge presented a small gift from the Board to Shirley Martin-Smith in appreciation for serving as Health Board chair from 2011-2012.

### **DIRECTOR'S REPORT**

1. Dan Partridge updated the Board on the Community Health Assessment Report. Dan stated the Community Health Assessment Report will be presented to the Health Board and the Community Health Improvement Partnership (CHIP) Board on Monday, April 23, 2012 to determine if adjustments need to be made.
2. Dan Partridge reviewed the Strategic Plan objectives. Dan stated for objective one, the Complete Streets Policy was adopted by the City of Lawrence on March 27, 2012. We need to develop a new objective, perhaps Access to Healthy Food. Objective two states the Health Department will submit our application to the Public Health Accreditation Board (PHAB) by November 2012. This assessment tool is under development and being reviewed by staff. Objective three states the Health Department participates in the community effort to reduce the Years of Potential Life Lost (YPLL) before age 75 per 100,000 population within Douglas County by 15 percent from 5,206 to 4,425 by

2017. The goal is to have a Community Health Plan in place and reframe objective three around that plan.

3. Dan Partridge reported efforts are continuing to recruit a local physician for the Health Officer position.

### **Other New Business**

1. The next scheduled Health Board meeting will be held on May 21, 2012, at 5 p.m. in the first floor meeting room.

### **ADJOURNMENT**

The Board meeting was adjourned at 6:35 p.m. on a motion by Shirley Martin-Smith and a second by Maley Wilkins.

Respectfully submitted,

Dan Partridge,  
Secretary

Present: David Ambler  
Ray Davis  
Paul Liechti  
Shirley Martin-Smith  
Maley Wilkins  
Ex Officio: Dan Partridge  
Other: Karrey Britt  
Kim Ens  
Maria Ana Garza  
Jennie Henault  
Colleen Hill

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Lisa Horn  
Charlotte Marthaler