

MINUTES
Lawrence-Douglas County Health Board
May 21, 2012

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, May 21, 2012. Chair Paul Liechti called the meeting to order at 5:02 p.m.

REVIEW AND APPROVE MINUTES OF APRIL 16, 2012

Shirley Martin-Smith made a motion that the Minutes of April 16, 2012 be approved. David Ambler provided the second and the motion passed.

REVIEW AND APPROVE APRIL MONTHLY FINANCIAL REPORT

Jennie Henault, Director of Administrative Services, reviewed the April Monthly Financial Report. David Ambler moved that the April 16, 2012 Monthly Financial Report be approved. Shirley Martin-Smith provided the second and the motion passed.

ADVISORY COUNCIL REPORT

Kim Ens, Director of Clinic Services, stated the advisory council has eight members and meets once a quarter. Their first meeting was for orientation in October 2011. Sarah Rahija, Advisory Council representative, provided the Board with the first quarter report. Sarah stated she has been using Health Department services for the past three years. Sarah has three children and has participated in the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) and Kickin it with WIC. She is currently participating in the B.I.B.S. — Breast is Best Social breastfeeding peer group for moms and moms-to-be. Sarah really enjoys being part of the advisory council because she has a passion to connect people with resources. Kim Ens stated staff come to the quarterly meetings and update the council on the different Health Department programs. The council has viewed

the “Let’s Start a Conversation” video and have been updated on the accreditation process. A challenge for the advisory council is setting a meeting time everyone can attend.

NEW BUSINESS

First Quarter Performance Scorecard

Vince Romero, Analyst, reviewed the first quarter scorecard with the Board. Vince reviewed some formatting changes to the scorecard. There is now a column for progress from 2009 through 2011 with arrows that identify the direction of change in rate, percentage or number. Vince stated he has met with all program directors/coordinators to help them analyze program data. Vince reported if there is not an arrow in one of the rows it is because data was not available for all years. For WIC, a percent of WIC fruit and vegetable checks are now available to use at farmers markets. For Clinic Office, the cash drawer balance accuracy was 99 percent and the target goal is $\geq 97\%$. Data entry accuracy was 66 percent and the target goal is ≥ 97 percent. Vince stated we anticipate improvements in the future. For Healthy Families Douglas County, the percent of pregnant and post-natal women who smoke that receive counseling to quit was 43 percent. The target goal is ≥ 50 percent. Part of the reason for this is if the denominator is small, the fluctuation can be large because it is such a small group of people.

Consider Purchase of Patient Management Electronic Medical Records (EMR) Software

Jennie Henault, Director of Administrative Services, reviewed a cost sheet comparison of the pros and cons of KIPHS (our current clinic software), Insight (made by Netsmart), Centricity (GE product), and MedSTAT (offered through a third party vendor DataNet Solutions) for Electronic Medical Records (EMR) software. Jennie stated by 2014, Medicare and Medicaid will not reimburse without a certified EMR system in place. Having this software will help the Health Department collect better data and meet reporting requirements for future funding and grant opportunities. Jennie reported she and Kim Ens, Director of Clinic Services, attended a Netsmart Conference in New Orleans in April 2012. They met current and potential Insight customers and Netsmart executives while at the conference. Jennie and Kim came away feeling very positive about the product and the company. Jennie reported Insight has moved its headquarters to Kansas City from Ohio. Insight is the only true public health product on the market. Centricity and MedSTAT are primarily geared towards medical practices. Jennie stated the Health Department has

earmarked \$120,000 in the funded depreciation account for this purchase. Staff recommendation is to purchase Insight Option 3, which is known as “Software as a Service.” Staff requests approval for \$121,000, which includes the option for data conversion. David Ambler made a motion to approve Insight Option 3 “Software as a Service” for \$121,000 (including data option conversion). Shirley Martin-Smith provided the second and the motion passed.

Consider Contract Renewal with the Kansas Department of Health and Environment to Continue Healthy Families Douglas County Medicaid Match Funding

Dan Partridge presented amendment three of 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, 2012 through June 30, 2013. The contract allows the Health Department and Kansas Children Service League (KCSL) to draw down up to \$200,000. After discussion, Shirley Martin-Smith made a motion to authorize Paul Liechti, chair, to sign the contract renewal with KDHE, Douglas County and the Lawrence-Douglas County Health Department. David Amber provided the second and the motion passed.

Discussion of Community Health Forums and Next Steps

Dan Partridge reported each forum had a different priority. Dan asked the Board what they thought of the forums. After discussion, Dan stated we need to get the Community Health Improvement Partnership (CHIP) and the Health Board to meet again to discuss priorities. Carol Seager and David Ambler recommended involving a Kansas University administrator in future discussions. After discussion, the consensus was that we should ask the city and county to affirm the findings of the Community Health Assessment report.

Consider Co-Signing With United Way Board An Editorial to the Lawrence Journal World

Dan Partridge presented an editorial from United Way of Douglas County asking the Board to consider co-signing. The Board agreed doing a joint editorial is a good idea. After discussion, the Board gave Dan direction to respond to United Way with the following edits: 1) a specific reference to the “Let’s Start a Conversation” video; 2) more emphasis on the Community Health Assessment; and 3) a specific call to action for the reader. Dan stated he will send these edits to Erika Dvorske, United Way of Douglas County President/CEO.

The Board authorized Paul Liechti, chair, and Dan Partridge to make the final decision after the above edits are made.

Discussion of Community Presentation List

Dan Partridge presented the list for showing the “Let’s Start a Conversation” video to the community. To date, the video has been presented to 348 community members. Dan also reviewed potential venues and asked the Board to let Dan or Colleen Hill know what their interest might be for presenting to potential venues.

Bank Authorization Signatures

Jennie Henault, Director of Administrative Services, asked Paul Liechti, chair, to sign the bank signature cards. Jennie Henault will contact Maley Wilkins, Treasurer, for her signature.

DIRECTOR’S REPORT

1. Dan Partridge reported he, Shirley Martin-Smith, Paul Liechti, David Ambler and Jennie Henault met with Craig Weinaug, Douglas County Administrator, and Sarah Plinsky, Assistant County Administrator, to discuss the budget submission. The budget outlook is the same at level funding. If LEPP funding is cut, Craig asked to be notified to make commissioners aware of the impact on Sanitary Code enforcement.
2. Dan Partridge updated the Board on the Health Officer Recruitment. Dan reported he and Kim Ens, Director of Clinic Services, were meeting with Dr. Thomas Marcellino on Tuesday, May 22, 2012.
3. Dan Partridge reported the Health Department has purchased Employer Practices Liability Insurance (EPLI)/Directors and Officers (D&O) insurance for \$6,895 effective April 26, 2012.

Other New Business

1. The next scheduled Health Board meeting will be held on June 18, 2012, 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 Shirley Martin-Smith and a second by David Ambler.

Respectfully submitted,

Dan Partridge,
Secretary

Present: David Ambler
Ray Davis
Paul Liechti
Shirley Martin-Smith
Carol Seager
Ex Officio: Dan Partridge
Other: Karrey Britt
Kim Ens
Jennie Henault
Colleen Hill
Lisa Horn
Charlotte Marthaler
Sarah Rahija