

MINUTES
Lawrence-Douglas County Health Board
September 17, 2012

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, September 17, 2012. Chair Paul Liechti called the meeting to order at 5:05 p.m.

APPROVAL OF AGENDA

Added item 6e to the original agenda: Consider Kansas Department of Health and Environment (KDHE) contracts for Federal Fiscal Year 2013 Breastfeeding Peer Counselor contract and Supplemental Nutrition Program for Women, Infants and Children (WIC) contract.

REVIEW AND APPROVE MINUTES OF AUGUST 20, 2012

Shirley Martin-Smith made a motion that the Minutes of August 20, 2012 be approved. Kevin Stuever provided the second and the motion passed.

REVIEW AND APPROVE AUGUST MONTHLY FINANCIAL REPORT

Jennie Henault, Director of Administrative Services, reviewed the August Monthly Financial Report. After discussion, Maley Wilkins moved that the August Monthly Financial Report be approved. Kevin Stuever provided the second and the motion passed.

STAFF REPORT – TUBERCULOSIS CONTROL – KIM ENS

Kim Ens, Director of Clinic Services, spoke to the Board regarding Tuberculosis (TB). Kim explained the difference between active TB and latent TB. Kim stated latent TB is not infectious and you do not need to be isolated. With active TB, the patient needs to be

isolated and needs treatment. Kim stated directly observed therapy (DOT) is when a patient is observed taking their medication on a daily basis. The cost to the Health Department for DOT from June 1 through August 21, 2012 for one active TB case, which included 57 home visits, was \$1,861. Kim reported the Kansas Department of Health and Environment (KDHE) reimburses the Health Department \$5 per home visit.

Kim also updated the Board on Pertussis. She reported the Health Department has investigated 13 confirmed cases and 39 probable cases. Kim explained physicians do not always order lab tests on patients exhibiting symptoms or testing may not be done at the right time. A “probable” case meets the criteria for Pertussis but lab tests either were not done or were negative. Kim also reported all age ranges have been involved with Pertussis this year.

NEW BUSINESS

Consider Revisions to the Kay Kent Excellence in Public Health Service Award Policy

Dan Partridge reviewed the Kay Kent Excellence in Public Health Service Award Policy and requested the Board consider changes. Previously under “Process” the policy stated:

- “A committee of recipient’s from the last five years reviews nominations and makes recommendations to the Director.”
- “Director presents nominations and committee recommendations to the Board of Health.
- Board members select the recipient of the award.

After discussion, Maley Wilkins made a motion to change the policy to read:

- Change “Process” to “Selection.”
- “A committee of previous recipient’s appointed by the Director reviews nominations and selects award recipient.”
- “Director presents nominations and committee selection to the Board of Health.”

Kevin Stuever provided the second and the motion passed.

Consider Human Resources Consultant Proposals

Jennie Henault, Director of Administrative Services, presented two contracts from Human Resources Consultants. Jennie reported Request for Proposals (RFPs) were mailed to 12 companies based on recommendations from the Board and local Society for Human

Resource Management (SHRM) members. Jennie stated we received eight proposals and two responses from companies that did not have the current capacity to take on a project. After reviewing the eight proposals, two consultants were identified for Board review, Scott HR located in Topeka and Hinman & Associates located in Wichita. Both consultants responded to our needs and were within the budgeted amount of \$20,000 for the project. Jennie stated she called references for both consultants and she and Charlotte Marthaler, Assistant Director, did telephone interviews with both. Jennie stated staff recommendation was to contract with Scott HR. After discussion, the Board requested that John Bullock, Attorney at Law, be involved in the final contract. Maley Wilkins made a motion authorizing staff negotiate with Scott HR and bring the final contract to the October 2012 Board meeting for final approval. Kevin Stuever provided the second and the motion passed.

Future Health Board Appointments

Dan Partridge reported the Joint Resolution states the Chancellor of the University of Kansas shall appoint one *ex officio* member to the Board. After discussion, it was decided that Dan Partridge and Board members David Ambler and Ray Davis should seek a meeting with the Chancellor to discuss future appointments when Carol Seager retires.

Building Improvement Proposal from Bert Nash Mental Health Center

Dan Partridge reported he met with David Johnson, CEO of Bert Nash Mental Health Center, on September 13, 2012, to discuss building security. Dan stated David Johnson presented plans for a reception desk in the first floor common area and to replace solid doors with all glass doors. After discussion, the Board provided the following direction:

- Reception desk should have two ways of getting in/out rather than just one.
- Funds for the position should come from a new source such as the sales tax.
- The Board asked Dan what type of person is going to staff this desk (i.e. what level of compensation is required) and;
- What type of work will they do while they are not interacting with the public?

Dan responded that he did not ask David Johnson these specific questions.

Federal Fiscal Year 2013 Breastfeeding Peer Counselor Contract and Supplemental Nutrition Program for Women, Infants and Children (WIC) Contract

Dan Partridge presented a contract between the Kansas Department of Health and Environment (KDHE) and the Lawrence-Douglas County Health Department for the

contract period of October 1, 2012 through September 30, 2013 in the amount of \$22,036. This contract is for the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Food and Nutrition Service, United States Department of Agriculture, Breastfeeding Peer Counselor Program. Dan also presented a contract between KDHE and the Lawrence-Douglas County Health Department for the period of October 1, 2012 through September 30, 2013 in the amount of \$274,268. This contract is for the Special Supplemental Nutrition Program for Women, Infants and Children (WIC), Food and Nutrition Service, United States Department of Agriculture. Maley Wilkins made a motion to authorize Paul Liechti, chair, to sign the WIC contracts. Ray Davis provided the second and the motion passed.

DIRECTOR'S REPORT

1. Dan Partridge updated the Board on the Community Health Improvement Assessment and Planning process. Dan reported agencies and/or coalitions are convening work groups around three of five health issues: lack of access to affordable healthy foods convened by LiveWell Lawrence, inadequate recognition of mental health issues and access to mental health services convened by Bert Nash Mental Health Center, and lack of physical activity convened by LiveWell Lawrence. Dan reported the community health assessment and steering committee have developed a vision and mission statement for this process. The vision statement is "A healthier Douglas County." The mission statement is "To collectively improve health for all through environmental and policy change that is responsive and accountable to the community." Dan stated the next step will be to coalesce all of the work group's strategies and objective into a single Community Health Plan.
2. Dan Partridge provided the Board with an update on the Kansas Children's Service League (KCSL) partnership. Dan reviewed the organizational chart of Healthy Families Douglas County (HFDC) and stated this program is jointly funded and managed by KCSL and the Health Department. KCSL is experiencing revenue challenges with funding cuts projected of \$100,000 for 2013. The Health Department and KCSL are working to identify means of continuing the partnership.

Other New Business

1. The next scheduled Health Board meeting will be held on October 25, 2012, at 5 p.m. in the first floor meeting room.

ADJOURNMENT

The Board meeting was adjourned at 6:45 p.m. by consensus of the Board.

Respectfully submitted,

Dan Partridge,
Secretary

Present: Ray Davis
 Paul Liechti
 Shirley Martin-Smith
 Kevin Stuever
 Maley Wilkins
Ex Officio: Dan Partridge
Other: Karrey Britt
 Kathy Colson
 Kim Ens
 Jennie Henault
 Colleen Hill
 Charlotte Marthaler