

MINUTES  
Lawrence-Douglas County Health Board  
May 19, 2014

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, May 19, 2014. Chair Maley Wilkins called the meeting to order at 5:00 p.m.

**WELCOME/INTRODUCTION OF NEW HEALTH BOARD MEMBER**

Maley Wilkins welcomed new Health Board Member Joe Harkins, retired Director of Kansas University Public Management Center. Joe was appointed by the County. Board members and staff introduced themselves.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF AGENDA**

David Ambler made a motion to approve the Agenda for May 19, 2014. Shirley Martin-Smith provided the second and the motion passed.

**REVIEW AND APPROVE MINUTES OF APRIL 21, 2014**

Ray Davis made a motion that the Minutes of April 21, 2014, be approved. Carol Seager provided the second and the motion passed.

### **REVIEW AND APPROVE APRIL MONTHLY FINANCIAL REPORT**

Dan Partridge, Director, reviewed the April Monthly Financial Report. After discussion, Doug Dechairo moved that the April Monthly Financial Report be approved. Ray Davis provided the second and the motion passed.

### **HEALTH INFORMATION TECHNOLOGY TITLE X GRANT PROJECT**

Dave Lingerfelt, Co-department chair of Health Care IT, and Lori Brooks, Professor of Health Care IT, both from Johnson County Community College, presented on Electronic Health Records (EHR) optimization. Dave and Lori are health information technology consultants working with the Health Department to improve work flow processes and more fully utilize the reporting functions of the Department's EHR. The work is being done as related to additional funding for Title X services from the Kansas Department of Health and Environment. Dave stated many of the Health Department's processes are still reliant on paper, require duplicate documentation, and limit ability for patient tracking and patient reminders. These processes need to be standardized. Dave stated the implementation of a patient portal would be very beneficial. Dave reported there are three "A's" of patient engagement; access, action and attitudes. Patients could update their personal information reducing errors and paperwork for staff. This portal could be used for patient recall and reminders. Dave stated the portal is HIPAA compliant. He recommends implementing a patient Kiosk to distribute patient educational material.

### **HEALTH DEPARTMENT ADVISORY COUNCIL**

Aida Hernandez-Fernandez, Health Department Advisory Council representative, presented an overview of the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Spanish clients on nutrition and exercise. Aida stated she noticed that cultural barriers were keeping children and their caregivers from playing very simple games e.g. hopscotch. Playing such games and eating well are necessary for a balanced development. Aida's objectives were to increase physical activity and healthy eating with WIC Spanish-speaking clients; to increase quality family-time spent within WIC Spanish-speaking client households; to increase Spanish-speaking client attendance to WIC classes; and to provide a class to WIC Spanish-speaking clients and other community members that increases cultural awareness. Aida reported previously none of the WIC classes have been

offered in Spanish. She helped design and plan this class. Aida worked with schools in Mexico to do a pilot for this WIC Spanish class. She created flyers and sent out invitations to clients. Aida reported 93 letters were sent out. Twelve families came; 15 adults including three fathers. Participants represented 23 percent of the total Spanish as primary language WIC participants. One-hundred percent of adults said they would like this class to be offered again, said they will offer more vegetables and water for snacks at home, and said they would attend more WIC classes if they were offered in Spanish.

### **NEW BUSINESS**

#### First Quarter Performance Scorecard

Vince Romero, analyst, presented the 2014 first quarter performance scorecard. Vince stated there are twelve indicators that exceeded the target, seven indicators were within 10 percent of meeting the target, and five indicators did not meet or come within 10 percent of meeting the target. Vince reported WIC has a new indicator which is percent of women who breastfed for a minimum of six month. This new indicator and the percent is up from past yearly averages partially due to increased availability of breast pumps through the WIC program. For Project LIVELY, the percent of required home visits completed timely was 73 percent and the goal is  $\geq 96$  percent. Average number of days to make contact with a program referral was 4.8 and the goal is  $\leq 4.5$ . This decline is attributed to staff turnover at the end of January which impacted February and March. For Child Care Licensing, all indicators hit their goal. Healthy Families Douglas County, percent of families meeting goals on time was 71 percent. The goal is  $\geq 75$  percent. For Administration, the percent of accounts received within 90 days was 24 percent. The goal is  $\geq 36$  percent. For Community Health, the number of community/system change entries into the Online Documentation and Support System is a new indicator and there is no history for tracking yet. David Ambler made a motion to approve the first quarter performance scorecard. Shirley Martin-Smith provided the second and the motion passed.

#### Douglas County Aids Project Services

Dan Partridge reviewed the Douglas County Aids Project (DCAP) collaborative proposal. Dan stated DCAP has provided supportive care for those affected by HIV/AIDS in the Lawrence region for 25 years. Dan stated that with advances in medical care the disease focus has shifted to managing a chronic health condition. Dan reported the Health

Department has the capacity to do this testing. DCAP is exploring the possibility of the Health Department expanding HIV/AIDS testing and health promotion. Dan stated the Kansas Department of Health and Environment (KDHE) is willing to transfer over DCAP's current Community HIV Prevention and Ryan White client care grants to other community partners.

#### Consider Contract Extension to Provide Healthy Families America Services

Dan Partridge presented Amendment One to the Agreement between the Kansas Department of Health and Environment Division of Health Care Finance and the Douglas County Board of County Commissioners and the Lawrence-Douglas County Health Department for Outreach, Prevention and Early Intervention Services. The contract period is from July 1, 2014, through June 30, 2015, not to exceed \$450,000, said amount comprising the County's certified matching funds of \$225,000 and the federal financial participation amount of \$225,000. Doug Dechairo made a motion to authorize Maley Wilkins, chair, to sign Amendment One to the Agreement between the Kansas Department of Health and Environment Division of Health Care Finance and the Douglas County Board of County Commissioners and the Lawrence-Douglas County Health Department for Outreach, Prevention and Early Intervention Services. Carol Seager provided the second and the motion passed.

### **OFFICERS REPORT**

#### County and City Budget Discussions

Dan Partridge reported he, David Ambler and Jennie Henault met with Craig Weinaug, Douglas County Administrator, and Sarah Plinsky, Assistant Douglas County Administrator to discuss the budget submission.

#### Tobacco Cessation Community Education Campaign

Karrey Britt, Communications Coordinator, reported on the 2014 Chronic Disease Risk Reduction (CDRR) grant for \$9,000 to spend on tobacco prevention. Karrey stated the Health Department will spend \$2,000 on youth tobacco prevention. She reported there were banners for high schools in Lawrence, Baldwin City and Eudora to use at various events. The Kansas Department of Health and Environment (KDHE) is providing water

bottles and then we will purchase items such as sugarless gum, Chap Stick and mints to go inside the bottles. The Health Department will spend \$4,000 on adult tobacco prevention. We have a contract with Nye and Associates, a marketing firm based in Wichita that KDHE works with. We will post ads on the Lawrence Journal-World, Baldwin City Signal, Facebook and the Lawrence-Journal World website. Karrey also reported we are working with Free State Studios on an approximately 3-minute video to inform the public about chronic diseases and the work LiveWell Lawrence is doing to help improve health in the community. The video will be shown during presentations and events. It will also be posted through the website and social media.

#### Journalism 420 Presentation

Dan Partridge updated the Board on the presentation by students in the Journalism 420 class taught by Professor Robert Basow at the University of Kansas. The packet the students presented contains portfolios of their ideas and how they were perceived on how to communicate to the community the Health Departments broader message. Dan stated we have verbally committed to the 640 class next semester. We will be working on project descriptions and decide where to send students for their site visit. Dan stated we will send myself, Charlotte Marthaler, assistant director, Professor Bob Basow and three students to five cities yet to be determined.

#### Study Session Planning

Dan Partridge stated there is a need to complete a Strengths, Weaknesses, Opportunities and Threats (S.W.O.T.) analysis and that he would like to convene a Board study session to accomplish this. Prior to this session, Dan stated he would provide the Board with information on KanCare Health Homes, Public Health Informatics and an assessment of staffing needs. Under the Affordable Healthcare Act, KanCare is rolling out a new payment model called Health Homes. Dan would like to discuss this to determine what our role should be. Dan stated we are looking at late summer for this study session. After discussion, it was decided the Board would also send topics for the agenda and then we would prioritize the list. Carol Seager asked that time be set aside for a discussion of how the Board functions.

**Other New Business**

1. The next scheduled Health Board meeting will be held Monday, June 16, 2014, at 5 p.m. in the first floor meeting room.

**ADJOURNMENT**

The Board meeting was adjourned at 6:55 p.m. on a motion by Kevin Stuever and a second by Ray Davis.

Respectfully submitted,

Dan Partridge,  
Secretary

Present: David Ambler  
Ray Davis  
Doug Dechairo  
Joe Harkins  
Carol Seager  
Shirley Martin-Smith  
Kevin Stuever  
Maley Wilkins  
Ex Officio: Dan Partridge  
Other: Karrey Britt  
Lori Brooks  
Kim Ens  
Aida Hernandez-Fernandez  
Colleen Hill  
Dave Lingerfelt  
Charlotte Marthaler  
Vince Romero