

MINUTES
Lawrence-Douglas County Health Board
July 21, 2014

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, July 21, 2014. Chair Maley Wilkins called the meeting to order at 5 p.m.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF AGENDA

Maley Wilkins, chair, asked the Board to consider the following additions to the July 21, 2014, Agenda: 6a – Measles Outbreak Report, Kim Ens, and 8g – LiveWell video, Karrey Britt. David Ambler made a motion to approve the addition of 6g – Measles Outbreak Report and 8g – LiveWell video and to approve the Agenda for July 21, 2014. Carol Seager provided the second and the motion passed.

REVIEW AND APPROVE MINUTES OF JUNE 16, 2014

Ray Davis made a motion that the Minutes of June 16, 2014, be approved. David Ambler provided the second and the motion passed.

REVIEW AND APPROVE JUNE MONTHLY FINANCIAL REPORT

Dan Partridge, director, reviewed the June Monthly Financial Report. After discussion, Carol Seager moved that the June Monthly Financial Report be approved. Shirley Martin-Smith provided the second and the motion passed.

MEASLES OUTBREAK REPORT

Kim Ens, director of Clinic Services, updated the Board on the measles outbreak. Kim reported there is an outbreak of measles in the United States and there have been 566 confirmed cases since January 1, 2014. This is the highest number of cases documented in the United States since 2000. Kim also reported there are 11 cases in Kansas; eight cases in Sedgwick County and three cases in Johnson County. Kim reported staff at the Health Department sent out information to Douglas County health care providers with updated guidance from the Kansas Department of Health and Environment (KDHE) regarding reporting, testing and infection control of measles. Communicable Disease staff are keeping up-to-date on what is going on and will continue to communicate with providers and partners as needed. Kim reported anyone born after 1957 who does not have documented evidence of a measles-containing vaccine or documented evidence of laboratory-confirmed measles should receive the vaccine. Kim also stated the Health Department sent letters to Douglas County superintendent's signed by Dan Partridge, director, and Dr. Thomas Marcellino, health officer, to recommend having immunization records on their teachers and staff. With regards to schools, if there is a case of measles and a staff member or child is not immunized against the measles they have 24 hours to get immunized before they are sent home. If a person refuses to get immunized they must stay out of school for 21 days. Kim reported the Health Department has talked to the media and will continue to do so if needed. Kim stated any cases of measles will be reported to the Board.

COMMUNITY SUPPORTED AGRICULTURE TOOLKIT

Chris Tilden, director of Community Health, presented the Community Supported Agriculture (CSA) toolkit, which guides employers through setting up a CSA program at the workplace. Chris explained the CSA toolkit exposure has been very good. Chris stated Aundrea Shafer, Health Promotion Specialist, worked with Eileen Horn, sustainability coordinator for Douglas County, on the initial draft and then fully developed the capacity and content of the toolkit. Chris reported there is a PowerPoint on the Health Department's website that can be customized by employer's who are interested in creating an onsite CSA program. Aundrea Shafer stated there are sample initial employee interest survey, sample company-farm agreement, mid-season survey and end-of-season survey on the Health Department's website. Aundrea will be presenting the CSA Toolkit at the Statewide Built Environment Summit in Wichita, KS, on September 17, 2014.

NEW BUSINESS

RECEIVE 2013 ENFORCEMENT ACTIVITY REPORT

Charlotte Marthaler, assistant director, presented the 2013 Enforcement Activity Report. Charlotte reported that annually, the Health Department has a role in ensuring that public health laws are enforced. This Enforcement Activity Report is a summary of enforcement of public health activities occurring in Douglas County during 2013 and includes Communicable Disease, Child Care Licensing, and Environmental Health. Charlotte reported there were 588 reports of suspected communicable diseases in 2013. The Health Department's standard for timely investigation of communicable disease is to initiate the investigation within 24 hours of notice. This standard for inspection was met in 99 percent of the investigations over the past three years. For Child Care Licensing, the standard for timeliness of inspections is that 90 percent of facilities in any given month receive their required annual inspection prior to the license renewal dates. The average timeliness of inspections in 2013 was 87 percent compared to 23 percent in 2012. For Environmental Health, the Health Department issues permits for septic systems. Charlotte reported in 2013, there were 125 septic system inspections for real estate transfers. Of those 125 inspections, 11 percent had to have new septic tanks installed; three needed new pumps; and four laundry drains were rerouted to the septic system. Charlotte requested the Board receive the 2013 Enforcement Activity Report. David Ambler made a motion to accept the 2013 Enforcement Activity Report. Shirley Martin-Smith provided the second and the motion passed.

DIRECTOR'S REPORT

Study Session

Dan Partridge, director, updated the Board on the Board Study Session and reviewed the proposed dates for the study session. After discussion, it was decided September 9 and September 10 from 5 p.m. to 8 p.m. both evenings worked best. Dan reviewed *The High Achieving Governmental Health Department in 2020 as the Community Chief Health Strategist* summary. Dan stated this document encompasses much of what we have talked about in recent years and provides a good description of strategic directions he would like the Board to consider. Dan reviewed his assessment of current health department capacity, strengths and weaknesses relative to each of the seven practices of high achieving health

departments in 2020. Dan asked the Board if this article would be helpful in preparing for our September study session. Suggestions from the Board for the study session agenda were: 1) to challenge each other about what the Board should be doing, 2) discuss how the Board supports and contributes to department performance, 3) what is the future direction of the Health Department and what direction or role should the Board play in promoting the future of the Health Department, and 4) look at the evaluation tool for the director and discuss revising it. It was also suggested that Board members and Dan meet with Gene Meyer, CEO of Lawrence Memorial Hospital (LMH), and learn more about his vision for LMH but also for the health of Douglas County. It was decided Dan would create an Agenda and the Board would discuss it at the August Board meeting.

Kansas Department of Health and Environment (KDHE) State Fiscal Year 2015 Grant Awards

Dan Partridge, director, reviewed the Kansas Department of Health and Environment (KDHE) Summary of Grant Awards. Dan stated the Health Department will receive \$35,000 more for the Chronic Disease Risk Reduction (CDRR) grant in 2015. The money will be used to hire a Health Promotion Specialist.

Budget Update

Dan Partridge, director, stated local funding is moving forward as requested. Dan stated we will present the 2015 budget to the Board this fall.

Partnerships to Improve Community Health (PICH) Grant

Dan Partridge, director, stated Maley Wilkins, chair, signed the Letter of Support for the Health Department's application for Partnerships to Improve Community Health (PICH) funding. This is a three year initiative grant to improve health and reduce the burden of chronic diseases. These resources would further the work of the LiveWell Lawrence coalition to promote physical activity, healthy eating and tobacco free living in Douglas County.

Accreditation Update.

Dan Partridge, director, stated at the June Health Board meeting all accreditation documentation was ready for online submission and Shirley Martin-Smith hit the submit button to the Public Health Accreditation Board (PHAB). Since then, the Health

Department received feedback on ten measures. Most were reopened because the document lacked a signature line. This was due to a Board packet where contracts were under consideration and not yet signed and we just needed to explain that. Charlotte Marthaler turned these back to PHAB within three days.

LiveWell Video

Karrey Britt, Communications Coordinator, presented the recently produced LiveWell Coalition video created with Chronic Disease Risk Reduction (CDRR) grant funds. Karrey also presented the new Health Department electronic newsletter called *Health Connection*. Karrey stated if the Board would like to receive this electronic newsletter to let her know.

Other New Business

1. Dan Partridge, director, stated Bert Nash Community Mental Health Center will convene a Mental Health First Aid Class for the Health Department on Friday, July 25, 2014, in the second floor meeting room AB from 8 a.m. to 5 p.m. Dan invited the Board to attend.
2. The next scheduled Health Board meeting will be Monday, August 18, 2014, at 5 p.m. in the first floor meeting room.

ADJOURNMENT

The Board meeting was adjourned at 6:36 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
Joe Harkins
Carol Seager
Shirley Martin-Smith
Kevin Stuever
Maley Wilkins
Ex Officio: Dan Partridge
Other: Karrey Britt
Kim Ens
Colleen Hill
Charlotte Marthaler
Aundrea Shafer
Chris Tilden