

MINUTES
Lawrence-Douglas County Health Board
March 16, 2015

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, March 16, 2015. Chair Maley Wilkins called the meeting to order at 5:01 p.m.

PUBLIC COMMENT

There was no public comment.

WELCOME NEW BOARD MEMBERS

Maley Wilkins welcomed new Health Board members Shaun Musick, Youth Market Director for Northeast Kansas American Heart Association, appointed by the county to fill the remainder of Carol Seager's term which runs through March 2016; Judy Brynds, realtor for McGrew Real Estate, appointed by the county to fill the vacancy of Ray Davis whose term expires March 2015; and Sandy Praeger, retired Insurance Commissioner for the state of Kansas, appointed jointly by the city and county to fill the vacancy of Shirley Martin-Smith. We are waiting confirmation from the city on this appointment. Board members and staff introduced themselves.

RECOGNITION OF OUTGOING BOARD MEMBERS

Dan Partridge, director, presented a plaque to Ray Davis in appreciation of his five consecutive years of service and to Shirley Martin-Smith for her six years of service on the Health Board and serving as chair from 2011-2012.

APPROVAL OF AGENDA

Shirley Martin-Smith made a motion to approve the Agenda for March 16, 2015. David Ambler provided the second and the motion passed.

REVIEW AND APPROVE MINUTES OF FEBRUARY 16, 2015

David Ambler made a motion that the Minutes of February 16, 2015, be approved. Shirley Martin-Smith provided the second and the motion passed.

REVIEW AND APPROVE FEBRUARY MONTHLY FINANCIAL REPORT

Dan Partridge, director, reviewed the February Monthly Financial Report. After discussion, Ray Davis moved that the February Monthly Financial Report be approved. David Ambler provided the second and the motion passed.

PROGRAM REPORT – HEALTHY FAMILIES

Jenn Preston, case management supervisor for Healthy Families Douglas County (HFDC), reported the HFDC program is preparing for the Healthy Families America accreditation process and will have a site visit in May 2015. Jenn stated there are 12 critical elements and 115 different standards. Jenn presented a side-by-side comparison of total Douglas County residents, HFDC enrolled clients in 2014, and what the HFDC staff look like. The purpose is to assess gaps in our HFDC program related to cultural sensitivity and identify improvement strategies. Jenn reported that of the HFDC clients served in 2014, 41 percent identified as Hispanic. Of those, 12 percent speak Spanish and 25 percent speak an Indigenous language. Neither HFDC staff nor the Proprio language line speaks the various Indigenous languages of the HFDC parents. Jenn stated all of the parents that speak an Indigenous language that are served in the HFDC program have a varying degree of Spanish language proficiency, but at times this challenge with communication poses difficulties in providing services. It takes HFDC staff more time to communicate with the parents on home visits and tends to be more case management needs with families that speak an Indigenous language.

NEW BUSINESS

Letters of Recognition

The Board signed a Letter of Recognition congratulating Elizabeth Sedita-Laufer for five years of service.

Dan Partridge, director, stated there are 8 nominations for the Kay Kent Excellence in Public Health Service Award. Nominees are: Cary Allen, Jolene Croxell, Maria Aida Hernandez Fernandez, Maria Ana Garza, Myrna Hartford, Vince Romero, Olimpia Tyner, and Trish Unruh. The Board signed Letters of Recognition for nominees.

Grant Renewal Submission to the Kansas Department of Health and Environment

Dan Partridge, director, presented the Grant Application Signature Page from the Kansas Department of Health and Environment (KDHE) for the grant period July 1, 2015-June 30, 2016, in the amount of \$1,319,976. Dan stated this year the grant submittal process is done online. After discussion, David Ambler made a motion to authorize Maley Wilkins, chair, to sign the Grant Application Signature Page in the amount of \$1,319,976. Ray Davis provided the second and the motion passed.

Consider Partnerships to Improve Community Health (PICH) Sub-Contracts

Chris Tilden, director of community health, presented three Partnerships to Improve Community Health (PICH) sub-contracts. The largest sub-contract is between the Lawrence-Douglas County Health Department and Douglas County, Kansas, in the amount of \$70,299. This is to support work related to farm-to-institution and other PICH projects related to healthy food access. The second grant is between the Lawrence-Douglas County Health Department and the University of Kansas Work Group for Community Health and Development in the amount of \$14,230. This is to support work related to working in consultation with project partners, draft, revise, and finalize the project evaluation plan. The next sub-contract is between the Lawrence-Douglas County Health Department and The Write Design in the amount of \$18,000. This is to support work related to graphic design services in order to create a variety of educational and promotional materials. After discussion, Ray Davis made a motion to authorize Maley Wilkins, chair, to sign the three Partnerships to Improve Community Health sub-contracts. Shirley Martin-Smith provided the second and the motion passed.

Receive the 2014 Annual Report

Karrey Britt, communications coordinator, distributed the 2014 Annual Report.

Selection of 2015 Douglas County Health Champion Awardees

Dan Partridge, director, presented two recommendations from Health Department staff for the Douglas County Health Champion Awards. Recommendation for the adult recipient is Rick Martin and for the youth recipient is Di Xie. After discussion, David Ambler made a motion to accept the Health Department's recommendation for the adult and youth recipients for the Douglas County Health Champion Award. Ray Davis provided the second and the motion passed.

DIRECTOR'S REPORT

Accreditation Site Visit Report

Charlotte Marthaler, assistant director, reported the Health Department received the site visit report summary. Charlotte stated 88 of 97 measures were fully demonstrated, seven were largely demonstrated and two were slightly demonstrated. We have responded that there were no factual errors. The next step is for the report to go to the Public Health Accreditation Committee for their final decision which we expect to happen in June.

Implementation of New Clinic Schedule

Dan Partridge, director, stated last month the Board approved the changes to the clinic hours. The Health Department will open and 10 a.m. and will be open during the lunch hour. On Monday we will be open until 7 p.m., Tuesday until 5 p.m., Wednesday until 6 p.m., and Thursday and Friday until 5 p.m. This change will occur on April 13, 2015.

Information Technology Transition Status

Dan Partridge, director, stated we began transitioning the Health Departments information technology over to ISG Technology on March 10, 2015. We are still in the process of transitioning everything, but this should happen within the next week or two.

Website Redesign

Dan Partridge, director, stated we are working with CivicPlus on the Health Department's website redesign. We have completed phase one which was looking at functionality and making sure we have what we need and completed phase two which is looking at website layout and theme and we feel comfortable with both of these. Next is phase three which is the website reveal to look at content development and design. Dan reported we should go live with the public in May 2015.

City Commission Candidate Forum

Dan Partridge, director, stated the Health Department, LiveWell Lawrence and the Lawrence-Journal World will hold a city commission candidate forum on health and the Community Health Plan at the Lawrence Public Library on Monday, March 30, 2015, from 7-8:30 p.m. All city commission candidates have agreed to attend.

Review of Upcoming Meetings

Dan Partridge, director, stated we will have a Board Orientation on April 3, 2015, from 9 a.m. to noon for new Health Board members. Dan invited current Board members to join us at noon for lunch.

Dan Partridge also reminded the Board Wednesday, April 8, is the Kay Kent Award and staff lunch from noon to 1 p.m. and Friday, April 10, is the Health Champion Breakfast Award from 7:30 a.m. to 8:30 a.m.

Dan Partridge stated we will have election of officers at the Board meeting in April.

Dan Partridge reminded the Board the Health Department is planning a joint study session with our Academic Health Department Partner.

Other New Business

1. The next scheduled Health Board meeting will be Monday, April 20, 2015, at 5 p.m. in the first floor meeting room

ADJOURNMENT

The Board meeting was adjourned at 6:25 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
Shirley Martin-Smith
Maley Wilkins
Ex Officio: Dan Partridge
Other: Karrey Britt
Judy Brynds
Kathy Colson
Kim Ens
Colleen Hill
Charlotte Marthaler
Shaun Musick
Sandy Praeger
Jenn Preston
Conrad Swanson
Chris Tilden