

**MINUTES**  
**Lawrence-Douglas County Health Board**  
**September 19, 2016**

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, September 19, 2016. Chair Shannon Oury called the meeting to order at 5:01 p.m.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF AGENDA**

Doug Dechairo made a motion to approve the Agenda for September 19, 2016. Sandy Praeger provided the second and the motion passed.

**REVIEW AND APPROVE MINUTES OF AUGUST 15, 2016**

Shannon Oury moved the Health Board approve revising the Minutes of August 15, 2016, to correct page 4 under "Building Security," to change the date in the first sentence from June 30, 2016, to June 30, 2017. Sandy Praeger made a motion to approve the Minutes of August 15, 2016, with the amendment of the date from June 30, 2016, to June 30, 2017. Shaun Musick 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, Shaun Musick moved that the August Monthly Financial Report be approved. Doug Dechairo provided the second and the motion passed.

## **NEW BUSINESS**

### Recognition of Kathy Colson, 20 Years of Service and Retirement of Mary Kay White, 18 Years of Service

The Board signed a Letter of Recognition congratulating Kathy Colson for twenty years of service and a Retirement letter congratulating Mary Kay White for 18 years of service.

### Project LIVELY Update

Dan Partridge, director, updated the Board regarding the Project LIVELY evaluation. Dan stated the University of Kansas Work Group for Community Health and Development (KUWG) conducted a comprehensive evaluation of this program. The goal of this program is to provide care coordination services to older clients to help them stay in their homes and keep them safe. KUWG did client satisfaction interviews, interviews with Project LIVELY staff, interviews with key informants from community partners serving older adults in Douglas County and reviewed client charts for demographics, service use and program outcomes. Key findings were: 1) To maintain what is working well - identifying what clients need and refer them to community resources; 2) Implement policies, procedures, and protocols for internal use in assessing the scope of Project LIVELY and assure they are reflected in the program handbook; 3) Expand and build a system to better know when we are achieving outcomes; 4) Adopt tools that will support ongoing evaluation efforts to support use of data for improvement and adjustments; and 5) Implement a comprehensive evaluation approach that provides sufficient data for understanding, adjustment, and improvement. Models of care coordination were categorized in three ways: comprehensive care coordination, transitional care coordination and disease management.

Kim Ens, director of clinic services, reported over the last 18 months, Project LIVELY staff had contact either by telephone or in person with 274 clients. She also reported the average age of clients is 76. About two-thirds of clients are women and the majority are white. She also stated more clients live in the 66044 zip code (32%) while a substantial portion live in the 66049 zip code (21%). Kim reported most referrals come from the health sector including home health agencies, Lawrence Memorial Hospital, and physicians. Other referrals come from family, friends or neighbors. The average length of enrollment in the Project LIVELY program was 24 months. Staff recommends reducing the length of enrollment to less than 12 months to ensure manageable caseloads.

Staff also recommends that a target population is identified and to change the program name.

#### Revenue Analysis

Dan Partridge, director, reviewed the clinic revenue analysis. Dan reported in 2005, family planning had 7,200 encounters and last year we had 4,742. Dan reviewed the 2015-2016 year to date revenue comparison. Dan reported the revenue collected was good. In 2015, the estimated percent collected for immunizations was 80 percent and 35 percent for family planning. In 2016, the estimated percent collected for immunizations was 94 percent and 40 percent for family planning. Gross charge per encounter for immunizations went from \$70 in 2015 to \$65 in 2016. Dan stated we are getting more money from private insurance and not as much from clients.

#### Joint Letter Regarding Building Security

Dan Partridge, director, presented a joint letter between the Health Department, Bert Nash Mental Health Center and Douglas County Visiting Nurses around building security. After discussion, Shaun Musick made a motion to change the date on the letter and circulate it for signatures after Boards approve it. Sandy Praeger provided the second and the motion passed.

### **DIRECTOR'S REPORT**

#### Academic Health Department Memorandum of Understanding

Dan Partridge, director, reviewed the revised Academic Health Department Memorandum of Understanding (MOU) between the University of Kansas Work Group for Community Health and Development (KUWG) and the Lawrence-Douglas County Health Department. Dan stated currently the Health Department supports Vicki Collie-Akers, Ph.D., at 0.1 Full Time Equivalent (FTE) to promote evaluation, capacity building and guide the implementation of activities governed by this MOU. This MOU increases that support position to 0.2 FTE as well as a second KUWG person at 0.05 FTE to support student and staff learning. The annual funding would increase from \$11,000 to \$30,000 for 2017. This MOU would remain in force for three years from January 1, 2017, through December 31, 2019.

#### Sanitary Code Memo to the County Commission

Dan Partridge, director, reviewed a Memorandum to Craig Weinaug, county administrator, regarding the Sanitary Code and land application of septage. Dan stated the U.S. Environmental Protection Agency (EPA) began regulation of land application of septage in 1993. Douglas County and other Kansas counties have established standards through local sanitary codes. The Health Department approves sites for land application in Douglas County. After discussion, Shannon Oury suggested Dan Partridge meet with legal counsel to discuss any new interpretation of the Sanitary Code to the existing pending applications.

#### Upcoming Marketing

Karrey Britt, communications coordinator, updated the Board on current and upcoming media.

#### Travel with Care

There are ads online with the Lawrence Journal World that ran in July around the Tour of Lawrence and Community Bike ride. The Lawrence Journal World paper ran ads for eight Sundays in June and July (circulation 13,000) and eight Tuesdays and Saturdays in August and September (circulation 13,000). Lawrence Magazine will feature a full-page ad in each quarterly issue through summer 2017. Lawrence Kids Magazine will have digital full-page ads appearing in three issues in 2016. The magazine is downloaded about 30,000 issues. KU on Wheels (partnered with Watkins Health Services) has an ad appearing on 50 plus University of Kansas busses through August 2017. About 14,000 people see the ads every day. Also KU partnered with Watkin Health Services and have 70 screens on campus that are displaying an ad. The Kansas Department of Transportation (KDOT) featured campaign ads in its September 12 blog on its website so that is getting statewide coverage. There are eight posters and ads of local cyclists promoting safe biking and can be found around high-traffic areas and places frequented by cyclists.

#### Be Active Safe Routes

Walk to School Day is October 5. Maps printed by Lawrence Signup will be printed and hung in 18 Lawrence middle and elementary schools with each school's suggested route and bike/pedestrian safety tips. Also reports with biking/walking data and brochures with Safe Routes to School information are planned for all Lawrence middle and elementary schools.

Karrey showed videos on Tobacco-Free Parks and Farm to School.

#### Farm to School

The Farm to School program hired local photographer Earl Richardson to shoot photos of six farmers participating in the Farm to School program. Ads will soon be appearing in print and online to promote the Savor Lawrence Food Truck festival on Oct 23 in the 700 block of Vermont. The Farm to School program is the beneficiary of the festival.

#### Announcements

Mary Beverly, director of performance management, invited the Health Board to the United Way chili cook-off on Tuesday, Sept 27 from 11 a.m. to 1:30 p.m. in the second floor meeting rooms. Mary reported the Health Department will be competing with Douglas County Visiting Nurses, Heartland Community Health Center, and Health Care Access to see who makes the best chili while raising money for United Way.

#### Other New Business

1. The next scheduled Health Board meeting will be Monday, October 17, 2016, at 5 p.m. in the first floor meeting room.

#### **ADJOURNMENT**

The Board meeting was adjourned at 6:46 p.m. on a motion by Sandy Praeger and a second by Doug Dechairo.

Respectfully submitted,

Dan Partridge,  
Secretary

|             |                     |
|-------------|---------------------|
| Present:    | Judy Brynds         |
|             | Doug Dechairo       |
|             | Steve Fawcett       |
|             | Shaun Musick        |
|             | Shannon Oury        |
|             | Sandy Praeger       |
|             | Kevin Stuever       |
| Ex Officio: | Dan Partridge       |
| Other:      | Mary Beverly        |
|             | Karrey Britt        |
|             | Kathy Colson        |
|             | Kim Ens             |
|             | Jennie Henault      |
|             | Colleen Hill        |
|             | Charlotte Marthaler |