

**MINUTES**  
**Lawrence-Douglas County Health Board**  
**July 16, 2018**

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, July 16, 2018. Chair Sandy Praeger called the meeting to order at 5:02 p.m.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF AGENDA**

Michael Williams made a motion to approve the Agenda for July 16, 2018. Shaun Musick provided the second and the motion passed.

**REVIEW AND APPROVE MINUTES OF JUNE 18, 2018**

Shaun Musick made a motion that the Minutes of June 18, 2018, be approved. Michael Williams provided the second and the motion passed.

**REVIEW AND APPROVE JUNE MONTHLY FINANCIAL REPORT**

Dawn Honarvar, accounting manager, reviewed the June Monthly Financial Report. Verdell Taylor moved that the June Monthly Financial Report be approved. Shaun Musick provided the second and the motion passed.

## NEW BUSINESS

### Electronic Health Records Vendor Review

Michael Williams, board member, gave an overview of how Lawrence Memorial Hospital (LMH) and Cerner Electronic Health Records (EHR) might support the EHR needs of the Health Department. Michael stated LMH is willing to extend the Cerner license which would allow for registration and scheduling of clients as well as clinic work flow. It would allow for documentation, ordering and immunizations to write to the client's chart, would provide transition of care documents, extend patient portal, and E-clipboards for clients to fill out beforehand. It would also allow for messaging and patient's could review all results. Michael stated Cerner cannot meet the Health Department's need for sliding scale. Cerner is working on that and if it becomes available LMH would extend that to the Health Department. LMH billing is outsourced to Cerner. The Health Department could arrange for Cerner to do their billing or we could do a separate billing system. LMH is working on a new billing system to be in place in 18 months and they could extend that to us as well. Cerner does not have an inventory system related to pharmacy. Currently the Health Department sends lab work to LMH so that could be integrated. Michael stated the Health Department is looking at other alternatives and if we find a better fit LMH will still maintain a good relationship with the Health Department.

Linda Craig, director of clinic services, presented a handout describing how the Health Department programs use the EHR. It also included what data is needed from the EHR for reports, interfaces and billing based on grants and Title X. Linda stated the challenge is reporting to the Kansas Department of Health and Environment through DAISEY.

### Planning Session

Dan Partridge, director, reported at our June General Staff meeting we looked at the Lawrence-Douglas County Health Department Story. There are five bullet points regarding what we intend to do. We asked staff if these five bullet points still had value or if we needed to revise them. Staff agreed that they were good, but some suggested we combine the second one and the last one. Dan stated in August we would like the Board's input on what our focus should be. It was decided the Board would meet in August from 12:00 to 3:00. Dan will send out potential dates/times to convene.

## DIRECTOR'S REPORT

### Community Health Update

Beth Llewellyn, interim director of community health, updated the Board on the Community Health Plan process. Beth stated we have created new supports for the four areas of safe and affordable housing, poverty and jobs, behavioral health, and access to healthy food and physical activity in the planning process. Beth stated we need simple tools and ways to look at community health disparities and focus on target population, so they do not get left behind. Process leads are Vicki Collie-Akers and Christina Holt from the University of Kansas. For affordable housing, Cary Allen is Health Department supporting staff. Bob Tryanski is leading behavioral health. LiveWell is leading access to healthy food and Karrey Britt is Health Department supporting staff. For poverty and jobs, we have an ask out to the Lawrence Chamber of Commerce. Beth stated our goal is to get the Community Health Plan to the Health Board for approval by October.

### 2019 Budget Update

Dan Partridge, director, updated the Board on the 2019 budget. In May, the Health Department was asked by the County to submit a letter describing how we would cut the budget. This cut was presented to the County Commission as an option to consider. The County has decided to provide level funding for 2019. Dan stated we will bring a final 2019 budget back for consideration this fall.

### Accreditation Annual Report

Charlotte Marthaler, assistant director, provided an update on the Public Health Accreditation Board (PHAB) Annual Report. Charlotte stated Section One states we need to respond to any circumstances that would jeopardize the Health Department's ability to continue to be in conformity with the Standards and Measures. Charlotte stated we had nothing to report. In Section Two they ask us to report on four areas. Number one is on Performance Management and Quality Improvement (QI) assuring we continue to build a continuous quality improvement culture. Charlotte stated our new performance management system is work related to customer focus through our customer satisfaction surveys and partnership surveys. We restructured the Strategy Map and have developed an internal QI support team. Number two they ask us to describe one QI project in detail. We

improved our process for receiving and reviewing nominations for the Kay Kent Excellence in Public Health Service Award. We used QI tools including focus groups, tallies and surveys to gather data and evaluate changes. Number three is on the continued development and implementation of the Community Health Assessment, Community Health Plan and Strategic Plan. They want to see we are making progress on our Strategic Plan. We convened stakeholders to identify priority issues around the development of the Community Health Improvement Plan. We outlined steps in the strategic planning process to involve staff, Board and key community stakeholders. Number four they want us to be informed by best practices in emerging public health issues. We have developed an internal quality improvement support team. We are also doing data sharing collaborative on mental health issues. Charlotte stated this is a 5-year process and we are in year three.

### Communications Report

Karrey Britt, communications coordinator, reported a decrease in media coverage due to 6News closing. The Health Department gets coverage from KLWN, LJ World.com, Lawrence Journal-World, University of Kansas, Topeka and the Kansas City Star. Karrey stated social media is on the rise. Karrey stated the top pages on our website are Jobs, Our services, STD/HIV testing, Immunizations, Flu surveillance, Contact us, About us, WIC nutrition, Environmental Health and Staff directory. We distribute four Newsletters either hard copy or electronically. Current and upcoming items are Summer Safety Tips, LiveWell changed its name to LiveWell Douglas County, Community Health Improvement Plan work, HPV Vaccination Campaign, CDC's Tips from Former Smokers Campaign, and August is National Immunization Awareness Month.

### Announcement

Dan Partridge, director, invited the Board to the agency picnic at "Dad" Perry Park on Friday, July 20<sup>th</sup> at 5:30 pm.

### Other New Business

1. The next scheduled Health Board meeting will be Monday, August 20, 2018, at 5 p.m. in the first-floor meeting room.

**ADJOURNMENT**

The Board meeting was adjourned at 6:00 p.m. on a motion by Shaun Musick and a second by Michael Williams.

Respectfully submitted,

Dan Partridge  
Secretary

Present:        Shaun Musick  
                  Sandy Praeger  
                  Verdell Taylor  
                  Michael Williams  
Other:            Dan Partridge  
                  Karrey Britt  
                  Linda Craig  
                  Dawn Honarvar  
                  Colleen Hill  
                  Beth Llewellyn  
                  Sonia Jordan  
                  Charlotte Marthaler  
                  Vince Romero