

MINUTES  
Lawrence-Douglas County Health Board  
**February 20, 2017**

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, February 20, 2017. Chair Shannon Oury called the meeting to order at 5:03 p.m.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF AGENDA**

David Ambler made a motion to approve the Agenda for February 20, 2017. Sandy Praeger provided the second and the motion passed.

**RECOGNITION OF HEALTH BOARD MEMBER**

Dan Partridge, director, thanked David Amber for his efforts in moving the agency forward and being a great supporter of the agency and its purpose.

**REVIEW AND APPROVE MINUTES OF JANUARY 17, 2017**

Stephen Fawcett made a motion that the Minutes of January 17, 2017, be approved. Shaun Musick provided the second and the motion passed.

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

Dan Partridge, director, reviewed the January Monthly Financial Report. After discussion, Sandy Praeger moved that the January Monthly Financial Report be approved. David Ambler provided the second and the motion passed.

## **NEW BUSINESS**

### Program Report on Academic Health Department

Dan Partridge, director, explained the relationship of the Health Board and the Academic Health Department. Dan stated the function of the Health Board is to protect and promote the health of the community by understanding and addressing the health issues confronting the community, advocating for evidence-based public health policies and program, ensuring that the community is involved in and informed about the health status of its citizens, and to inspire public confidence and trust in the local public health systems. The function of the Academic Health Department is to cooperate on the basis of equality and reciprocity to create mutually reinforcing activities that affect the health and well-being of the community, promote sustainable partnerships, and to strengthen systems that affect health and health equity. Dan stated there is a strong alignment between what the Health Department does and what the Academic Health Department does.

Vicki Collie-Akers, Associate Director of Health Promotion Research Work Group for Community Health and Development, stated the Health Board and the Academic Health Department identified three main strategies. The first strategy is drive policy, systems and environmental change. The target for this strategy is to develop policy agenda and to develop one white paper to support local policy agenda. Progress on this is a draft policy agenda was developed. Priorities identified for 2017 are to identify areas for Health Impact Assessment and continue to support the Community Health Assessment work. The second strategy is contribute to the evidence base about what works in public health. The target for this strategy is to develop a shared research agenda, complete two presentations and two publications, complete evaluation and report for one program area, and complete evaluation to guide future work. Progress on this is a draft research agenda was developed. Three presentations were completed. Academic Health Department staff helped staff submit two abstracts that were accepted for presentation in 2017. Two publications are in development.

The Project LIVELY evaluation was completed and a draft evaluation plan for future work was developed. The 2017 priorities are to continue development of research agenda, submit one collaborative proposal, continue to submit abstracts, and finalize and submit publications. The third strategy is to build the capacity of the current and future public health workforce. Progress is we worked with Health Department staff to identify training needs. Three journal club sessions were held that covered emerging research and practice consideration identified by Health Department staff. The training priority is customer voice and mapping Kansas University coursework to public health competencies. Additional overall priorities are to continue to develop relationships for growth and institutionalization of the Academic Health Department.

#### Consider 2018 Kansas Department of Health and Environment Grant Application

Dan Partridge, director, presented the Grant Application Signature Page from the Kansas Department of Health and Environment (KDHE) for the grant period July 1, 2017, to June 30, 2018, in the amount of \$1,198,807. After discussion, David Ambler made a motion to authorize Shannon Oury, chair, to sign the Grant Application Signature Page. Shaun Musick provided the second and the motion passed.

#### Review Revisions to Pool Code Regulations

Charlotte Marthaler, assistant director, reviewed proposed changes to the rules for recreational water facilities. Charlotte stated an annual recreational water facility license would be issued April 1 rather than in January. There would be a late fee of \$50 for those who haven't paid by May 1. We would also implement a new fee schedule at a flat fee of \$200. Charlotte reported we would narrow the thresholds for water chemistry parameters. The pool closure sign shall be removed only by Health Department staff. The Health Department will provide on-line information for best practices. The Health Department inspections are unannounced for pool operators. Future construction or reconstruction of recreational water facility would not allow portable spa for non-residential use. Charlotte stated the Health Department will share the updated rules with the City of Lawrence and on our website. After discussion, Shaun Musick made a motion to approve the revised pool code regulations. Sandy Praeger provided the second and the motion passed.

#### Select Douglas County Health Champion Award

Karrey Britt, communications coordinator, presented recommendations from Health Department staff for the Douglas County Health Champion Award. After discussion, the Board approved Evan Jorn and Adam and Rachel Rolf as 2017 Douglas County Health Champions.

Dan Partridge, director, reminded the Board the Douglas County Health Champion Award breakfast is on Friday, April 7<sup>th</sup> from 7:30 a.m. to 8:30 a.m. in the second floor meeting rooms.

Dan Partridge, director, reminded the Board the Kay Kent Excellence in Public Health Service Award and staff lunch is on Tuesday, April 4 from noon to 1:00 p.m. in the second floor meeting room.

#### **DIRECTOR'S REPORT**

##### Community Health Assessment Update

Dan Partridge, director, stated staff from the Lawrence-Douglas County Health Department and the Kansas University Work Group for Community Health and Development summarized findings from three initiatives of Phase I of the Community Health Assessment. Those initiatives were: 1) a one-day, facilitated Local Public Health Assessment, 2) the results of the Health Issues Survey, and 3) a compilation of health-related data available from multiple sources. Dan reviewed where the issues were identified as weaknesses or potential areas of concern in Douglas County. Dan also reported Phase II of the Community Health Assessment will focus on identifying community assets inventory, focus groups and additional data collection and analysis.

##### Health Board Member Update

Dan Partridge, director, reported he sent a letter to Mayor Leslie Soden recommending LaVern Norwood.

Convene into Executive Session for the Purpose of Discussing Personnel Matters Related to the Evaluation of the Director

At 6:12 p.m., David Ambler made a motion to move into Executive Session for the purpose of discussing personnel matters related to the evaluation of the Director. The justification for the executive session is to protect the privacy of those personnel being discussed.

Further, we will return to this room and reconvene the open Board meeting to the public at 6:40 pm. Sandy Praeger provided the second and the motion passed.

The Board resumed open session at 6:40 p.m.

David Ambler made a motion to authorize a two percent salary increase for the director for 2017. Sandy Praeger provided the second and the motion passed.

**Other New Business**

1. The next scheduled Health Board meeting will be Monday, March 21, 2017, at 5 p.m. in the first floor meeting room.

**ADJOURNMENT**

The Board meeting was adjourned at 6:42 p.m. on a motion by Doug Dechairo and a second by Judy Brynds.

Respectfully submitted,

Dan Partridge,  
Secretary

Present:	David Ambler
	Judy Brynds
	Doug Dechairo
	Steve Fawcett
	Shaun Musick
	Shannon Oury
	Sandy Praeger
	Kevin Stuever
Ex Officio:	Dan Partridge
Other:	Karrey Britt
	Kim Ens
	Colleen Hill
	Charlotte Marthaler