

**MINUTES**  
**Lawrence-Douglas County Health Board**  
**April 19, 2010**

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, April 19, 2010. Chair Gerald Pees called the meeting to order at 5:30 pm.

**INTRODUCTION OF NEW BOARD MEMBERS**

Chair Gerald Pees welcomed new Health Board members David Ambler, appointed by the City; Amy Biel, appointed by the County; and Maley Wilkins, appointed by the City. Current Board members and staff introduced themselves. Ray Davis, appointed by the County and Carol Seager, appointed by Kansas University Chancellor, were unable to attend.

**CONSENT AGENDA**

Paul Liechti moved that the Consent Agenda consisting of the Health Board Minutes of March 15 and March 22, 2010, and the March 2010 monthly Financial Reports be approved. Shirley Martin-Smith provided the second and the motion passed.

**PRESENTATION – RUBIN BROWN**

The presentation on the 2009 audit process by Rubin Brown was deferred to the June 2010 Board meeting.

**UNFINISHED BUSINESS**

Board Liability insurance

Jennie Henault, Director of Administrative Services, presented the Board with a summary of

insurance quotes for Director and Officers (D&O) and Employment Practices Liability Insurance (EPLI). Both D&O quotes included the EPLI rider. Quote #1 was for \$2,485 annually and quote #2 was for \$4,740 annually. On the EPLI quotes only one company was able to quote the EPLI separately and that quote was \$4,061 annually. After discussion, the Board requested that Dan Partridge email the quotes to the Board for their review. The recommendation will be discussed at the May Health Board meeting.

### **EXECUTIVE SESSION WITH SHANNON OURY**

At 5:56 pm, David Ambler made a motion to adjourn into Executive Session with Shannon Oury, Attorney at Law, for the purpose of discussing personnel matters until approximately 6:20 pm. Maley Wilkins provided the second and the motion passed.

At 6:20 pm, David Ambler made a motion to adjourn the Executive Session. Shirley Martin-Smith provided the second and the motion passed.

### **DIRECTOR'S REPORT**

1. Dan Partridge provided the Board with an update on the Health Department's phone system upgrade in order to improve efficiencies. Dan stated the Health Department will be working with Allegiant to install the new card for the program and Sunflower Broadband to convert the analog lines to digital lines. Dan reviewed the process of incoming calls and how the calls will be routed. The initial upgrade will cost \$2,000 for the software and the labor; the monthly bill will increase by approximately \$300. This telephone system upgrade should be completed by the end of April.
2. Dan Partridge updated the Board on the LiveWell Lawrence grant, a community initiative with the goal of making it easier for Lawrence residents to eat better and become more physically active. The Health Department received a grant through this program for \$5,335 to enable Trish Unruh, nutritionist for WIC (Special Supplemental Nutrition Program for Women, Infants and Children), to work four hours a week with the LiveWell Lawrence program. One of the first projects Trish will be focusing on is promoting healthy eating in local restaurants.

3. Dan Partridge provided the Board with an update on the Douglas County Community Foundation Grant to bring *Bridges Out of Poverty* training to Douglas County. Dan stated the Health Department signed a contract with consultant Terie Dreussi-Smith, author of *Bridges Out of Poverty*, to provide training on Tuesday, June 29, 2010 for people in the community. The Board is invited to attend. Dan will provide more information as it becomes available.
4. Dan Partridge presented the Board with an article called “Strengthening the Board/Staff Partnership” in their Board Orientation Manuals. Dan asked the Board to review this document regarding the roles and responsibilities of the Board and expectations of the Director. Additionally, Gerald Pees, Chair, stated he would like more direction on what is expected of the health department’s director and would like to find a better evaluation tool. After discussion, it was decided to bring these issues up again in the next three months.

## **NEW BUSINESS**

### 2011 Budget

Dan Partridge presented the Health Department’s proposed 2011 Budget in the amount of \$2,989,122 for submittal to the City and County. The 2011 City and County Budget Requests are due by Friday, April 23, 2010. Budget guidance from the County asked for the submittal of a level funded budget but to discuss the impact of a 5% cut. The City asked for submittal of a level funded budget but to discuss the impact of a 2.5% cut on costs other than personnel. After discussion, Maley Wilkens made a motion to approve the proposed 2011 Budget in the amount of \$2,989,122 to be submitted to the City and County. Paul Liechti provided the second and the motion passed.

### Board Timeline

Dan Partridge reviewed a proposed timeline of Board activities over the next nine months. Dan stated the orientation for new Board members has been completed. As part of the Strategic Plan development, Dan would like to have two separate study sessions in May and June of 2010. The first session would concentrate on community health status measures to identify community health issues and problems. The second session would focus on the national model for public health. Bruce Miyahara, consultant with the Kansas Health

Foundation, has agreed to facilitate this study session at no cost. The proposed dates for the study sessions will be presented to the Board in the near future.

**Other New Business**

1. The next scheduled Health Board meeting will be held on May 17, 2010.

**ADJOURNMENT**

The Board meeting was adjourned at 7:10 pm on a motion by David Ambler and a second by Paul Liechti.

Respectfully submitted,

Dan Partridge,  
Secretary

Present: David Ambler  
Amy Biel  
Paul Liechti  
Gerald Pees  
Shirley Martin-Smith  
Maley Wilkins  
Ex Officio: Dan Partridge  
Other: Karrey Britt  
Jennie Henault  
Colleen Hill  
Lisa Horn  
Charlotte Marthaler