

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

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, July 19, 2010. Chair Gerald Pees called the meeting to order at 5:35 pm.

**CONSENT AGENDA**

Carol Seager moved that the Consent Agenda consisting of the Health Board Minutes of June 21, 2010 and the June 2010 monthly Financial Reports be approved. Paul Liechti provided the second and the motion passed.

**UNFINISHED BUSINESS**

Kansas Health Policy Authority Contract (KHPA) – Healthy Families America Program

Dan Partridge reviewed a memo to the Douglas County Board of County Commissioners regarding the Kansas Health Policy Authority (KHPA) contract for 2010. Dan stated several changes to the contract are being made by KHPA per their correspondence with the Centers for Medicare and Medicaid Services. All contracts for Healthy Families Kansas Program must be between KHPA, the Douglas County Board of County Commissioners and the Board of Health. New requirements to the contract are that the Douglas County Board of County Commissioners or other authorized elected official or employee of the county, certify quarterly the matching funds on the Certification of Non-Federal Match form to KHPA. The county's budget officer or other authorized officer or employee of the county must sign and date the quarterly invoice/affidavit of expenditures. Also, quarterly payment from KHPA as a result of drawdown of federal Medicaid matching funds will be payable to the county. Once received by Douglas County, the county will send a reimbursement to the Lawrence-Douglas County Health Department for those funds to continue administering the Healthy Families America program in Douglas County.

David Ambler made a motion to authorize Gerald Pees, Chair, to sign the contract with KPHA, the Douglas County Board of County Commissioners and the Lawrence-Douglas County Health Department. Shirley Martin-Smith provided the second and the motion passed. The Douglas County Board of County Commissioners will consider this contract during their July 28, 2010 Board meeting.

Kansas Children's Service League (KCSL) Contract – Healthy Families America Program

Dan Partridge stated the renewal contract between the Lawrence-Douglas County Health Department and Kansas Children's Service League (KCSL) for Healthy Families America Program Services incorporates the changes needed to conform with the terms of the Kansas Health Policy Authority (KHPA) contract and also includes a contingency clause added to the "TERM" section stating, "It is understood and agreed by the parties that this Agreement is contingent upon the Department renewing its current agreement with the KPHA to provide Healthy Family Kansas Program series for the period herein stated." After discussion, Shirley Martin-Smith made a motion to authorize Gerald Pees, Chair, to sign the KCSL contract. Paul Liechti provided the second and the motion passed.

**DIRECTOR'S REPORT**

1. Dan Partridge provided the Board with an update on the city and county budget hearings. David Ambler, Dan Partridge, Jennie Henault and Charlotte Marthaler attended the county budget hearings on July 12, 2010. In addition to our submitted budget request, Dan Partridge presented handouts on revenue and expense trends and a budget overview by program. Jennie Henault, Director of Administrative Services, attended the city budget hearings on July 13, 2010. Dave Corliss, City Manager, presented an overview of his recommended budget to the city commission, which included level funding for the Health Department. No issues of concern were raised by either the city or county commissions.
2. Dan Partridge reported the following staffing changes: 1) Charlie Bryan replaced Kim Ens as Preparedness Coordinator effective July 1, 2010. Charlie previously worked as the Medical Reserve Corps (MRC) Coordinator for the Mid-America Regional Council (MARC). Charlie holds a master's degree in Public Administration from the University of Kansas. 2) Sandra Kelly-Allen, Project LIVELY Coordinator/Care Manager, submitted her resignation effective Friday, August 6, 2010. We are working to fill this

position. Rebecca Holmes, Project LIVELY Care Manager, will assume the role of interim Project LIVELY Coordinator/Care Manager effective August 9, 2010. Rose Foster, Project LIVELY intern, has accepted our offer to work part-time on a 3-month temporary basis effective August 9, 2010. 3) Gayle Sherman, WIC Coordinator, has announced she is retiring effective Friday, October 1, 2010. Gayle has been with the Health Department for the past 13 years. We are advertising to fill this position.

3. Dan Partridge updated the Board on collaborative projects with the Kansas Department of Health and Environment (KDHE). The Lawrence-Douglas County Health Department has been a close partner with KDHE on projects of local and state interest. Following are a list of some of the ongoing projects: Linkage to Care – the Health Department provides office space for a KDHE employee who works with HIV positive individuals in the Lawrence community to assist them in receiving medical care. In exchange, KDHE has increased our HIV/AIDs grant by \$6,500. Disease Intervention Specialist (DIS) – the Health Department provides office space for a KDHE employee who works to provide case investigation and follow-up contact with individuals in the community who have tested positive for a sexually transmitted disease or other communicable disease. In exchange, KDHE provides us with approximately \$10,000 in additional grant funds. Public Health Emergency Preparedness team – the emergency preparedness grant from the Centers for Disease Control and Prevention (CDC) is unique among the federal grants in that it requires a letter of concurrence from local health departments be included in the state's grant application. We serve as one of the Kansas Association of Local Health Departments (KALHD) representatives and work with KDHE to jointly create and provide oversight for the administration of this grant. EDSS Advisory Committee – the Electronic Disease Surveillance System (EDSS) is a web based platform implemented by KDHE who has created this advisory group to guide future system improvements. K-SERV Advisory Committee – this is a process similar to the EDSS Advisory Committee where we serve on the committee working to improve the state database for managing volunteers who are willing to help public health agencies respond to emergencies. Federal Home Visitation Grant – the health care reform act provides new funding for home visitation funds. KDHE was designated by the Governor as the lead agency in managing the grant application and management process. We serve on the KDHE work groups that manage this process. Electronic Survey Pilot Project – the Health Department is a beta test site for the use of electronic field data entry of licensed child care facility inspections.

4. Dan Partridge updated the Board on changes in the Child Care Licensing program. Previously, there were two types of daycares in Kansas, registered or licensed. Since the state passed Lexie's Law, all daycare providers now have to be licensed effective July 1, 2010. This will greatly increase the number of licensed facilities that have to be inspected. There has been an increase in fees from the Kansas Department of Health and Environment (KDHE) from \$18.00 to \$85.00. This money is to be used to support the cost of the additional inspections for State Fiscal Year 2011. The state will relax standards for inspection frequency for current licensed facilities to enable inspectors to inspect all newly licensed homes by the end of the year.

### **NEW BUSINESS**

#### Kansas Department of Health and Environment (KDHE) Preparedness Contract

Dan Partridge presented the local Preparedness Contract to the Board. This contract is being extended for the time period of August 10, 2010 to August 9, 2011. The grant award amount was increased by \$91,243.83 for a total 2 year grant award of \$182,825.83. Shirley Martin-Smith made a motion to authorize Gerald Pees, Chair, to sign the contract with the Kansas Department of Health and Environment (KDHE). Carol Seager provided the second and the motion passed.

#### Overview of the Community Health Improvement Partnership (CHIP)

Dan Partridge reviewed the Community Health Improvement Partnership (CHIP) Leadership Group members and the Management Team members. Dan also reviewed the history of CHIP from 1997 to present. Carol Seager also provided input on CHIP history. Dan reviewed the CHIP 2009 Retreat Goals, the 2010 Retreat Goals and 2010 prioritizations. In 2010, the CHIP Leadership Group appointed a Management Team which consists of a chair, chair-elect and past chair to guide the day-to-day processes.

#### Proposed changes to the Maternal and Child Health Case Management Service Delivery Model

Dan Partridge and Charlotte Marthaler provided the Board with an update on changes and training in the Maternal and Child Health (MCH) program and with MCH staff. Through funding from the Sunflower Foundation grant, Professor Ruth Wetta-Hall from the

University of Kansas School of Medicine in Wichita provided the MCH staff training related to quality improvement processes. The Health Department evaluated several service models and is proposing to the Board that the best option for aligning the MCH program with nationally recognized evidence-based program models would be for the MCH program to adopt the Kansas Children's Service League's (KCSL) Healthy Families America service model. With the supplemental request for additional funding from Douglas County, the Health Department could hire a clerical person to assist case managers with data entry and other support services. Tracie Lansing, KCSL East Region Director, provided the Board with information on Healthy Families America and the standards they follow. A benefit of adopting the Healthy Families America model is the ability to share KCSL's database. With KCSL's Information Technology (IT) services, the Health Department would be able to create custom reports for grant reporting. MCH and KCSL staff would work together to provide the Healthy Families America program. Dan Partridge asked the Board if there were concerns or issues with this integration. Hearing none Dan stated the next step will be to develop a Memorandum of Understanding (MOU) with KCSL. By consensus, the Board agreed to have staff move forward with the MOU.

#### **Other New Business**

1. The next scheduled Health Board meeting will be held on August 16, 2010.

#### **ADJOURNMENT**

The Board meeting was adjourned at 7:12 pm on a motion by Carol Seager a second by David Ambler.

Respectfully submitted,

Dan Partridge,  
Secretary

Present: David Ambler  
Amy Biel  
Ray Davis  
Paul Liechti  
Gerald Pees  
Carol Seager  
Shirley Martin-Smith  
Ex Officio: Dan Partridge  
Other: Kim Ens  
Maria Ana Garza  
Jennie Henault  
Colleen Hill  
Lisa Horn  
Tracie Lansing  
Charlotte Marthaler  
Jenn Preston