

MINUTES
Lawrence-Douglas County Health Board
June 21, 2010

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, June 21, 2010. Chair Gerald Pees called the meeting to order at 5:27 pm.

INTRODUCTION OF NEW DIRECTOR OF CLINIC SERVICES

Kim Ens, Director of Clinic Services, introduced herself to Board members. Kim stated today is her first day as the Director of Clinic Services. Kim is a nurse at the Health Department and has a master's degree in community health education. Kim was the Preparedness Coordinator prior to being promoted to the Director of Clinic Services. She has been with the Health Department for 17 years.

CONSENT AGENDA

David Ambler moved that the Consent Agenda consisting of the Health Board Minutes of May 17, 2010 and the May 2010 monthly Financial Reports be approved. Paul Liechti provided the second and the motion passed.

PRESENTATION – RUBIN BROWN CPA

Chip Harris and Tim Hall from the Certified Public Accountant (CPA) firm of RubinBrown LLP provided the Board with a presentation on their auditing firm and tentative findings. RubinBrown LLP was founded in 1952. They have offices in Kansas City and St. Louis. RubinBrown LLP is contracted to perform the audit for Douglas County. The Health Department is a component of the county audit. Chip Harris reviewed the summary of audit procedures and stated the Health Department's audit process will be completed once the county audit is finalized. Final audit numbers should be completed by mid July. Findings by the auditing firm were an increase in cash and cash

equivalents due primarily to increased funding received as a result of H1N1. An increase in accrued compensation due to additional accruals for vacation benefits payable. There was a decrease in expenses due primarily to decreases in salaries and wages as well as decreased bad debt expense. Chip also stated there were no deviations or significant errors. Chip and Tim said they would provide the Board with an audit update in October.

UNFINISHED BUSINESS

Kansas Health Policy Authority (KHPA) – Healthy Families Program

Dan Partridge reported that the Board of County Commissioners sent a letter to the Kansas Health Policy Authority (KHPA) verifying the source and amounts of funds used for the Healthy Families program as requested by KHPA. Dan Partridge requested that the contract renewal between the Lawrence-Douglas County Health Board and Kansas Children's Service League for Healthy Family Kansas Program Services be deferred to the July Board meeting.

Women, Infants and Children (WIC) Program Low Birth Weight (LBW) Rate

Dan Partridge reviewed the Women, Infant and Children Supplemental Nutrition Program (WIC) Low Birth Weight (LBW) analysis of 2010 first quarter births with the Board. Mothers having low birth rate babies were slightly younger and were less likely to enroll in WIC in the first trimester. For the first quarter of 2010, 130 births and 20 risk factors were analyzed and a statistically significant association was found between low birth weight and the following risk factors: first trimester enrolled in WIC, gestational age, number of risk factors, history of low birth weight and history of premature births.

Community Health Assessment Process

Dan Partridge presented the Board with a Community Health Assessment Process Map that defines the process to be used to determine what the health status of the community looks like. Health Care Access student interns will collect and organize the data into a draft report. Once the data is complete and reviewed by the Health Board, it will go to the Douglas County Community Health Improvement Partnership (CHIP) leadership group for their review. Dan Partridge stated he has been working with Amy Biel on the proposed Douglas County community health assessment indicators. Dan and Amy reviewed Healthy People 2020 indicators, Kansas Health Institute and the Robert Wood Johnson Foundation county

health ranking indicators to see which ones to incorporate. Dan stated that CHIP reviewed the Douglas County indicators. CHIP recommended adding the following indicators: under Access to Health Care the number of long term care beds and percent of long term care beds occupied. Also, under Injury and Violence added alcohol related motor vehicle crash death rate.

DIRECTOR'S REPORT

1. Dan Partridge provided the Board with an update on the budget. Dan stated the county received our request for supplemental funding for \$48,468. Dan stated Jennie Henault, Director of Administrative Services, attended the city budget meeting on June 15, 2010, and the city manager recommended level funding and recognized the Health Department for H1N1 efforts. The next city study session will be in July.
2. Dan Partridge updated the Board on grants from the Kansas Department of Health and Environment (KDHE). The Health Department will receive \$12,500 for the Opt-Out HIV Testing Grant. Of this amount, \$6,500 will be used for housing and support for the Linkage to Care Coordinator from KDHE. Dan stated the Opt-Out HIV Testing grant will replace HIV Counseling and Testing and also the Health Education Risk and Reduction (HERR) grant.
3. Dan Partridge reported that the National Association of Local Boards of Health (NALBOH) 18th Annual Conference will be held August 5-7, 2010 in Omaha, Nebraska. Dan reviewed the Agenda for this conference with the Board and said if anyone is interested in attending to contact him.
4. Dan Partridge reminded the Board of the study session at the Health Department with facilitator Bruce Miyahara, on Wednesday, June 23 from 1:00 – 3:00 pm. The objective of this study session is to provide Board members with an overview of recent national initiatives that collectively frame the national vision of how public health departments should function and how accreditation is being positioned as the tool to encourage local health departments to make the changes required to realize this vision.
5. Dan Partridge stated the Bridges Out of Poverty workshop will be Tuesday, June 29, 2010 from 8:30 am to 11:30 am. There will be an afternoon invitation-only session from noon to 3:30 pm.

6. Jennie Henault, Director of Administrative Services, stated the new telephone system is in place and seems to be working well. If you have any feedback regarding this, please contact Jennie.
7. Dan Partridge reported he signed a letter of support for Success By 6 Coalition of Douglas County to implement a project to improve our communities' capacities to better serve the needs of persons and families with complex trauma.

NEW BUSINESS

Establish Process for Review of Board By-Laws

Dan Partridge asked if Board members would be interested in helping Health Department staff review the By-Laws of the Lawrence-Douglas County Health Board. David Ambler, Amy Biel and Shirley Martin-Smith volunteered to help.

Letter to Kathleen Sebelius

Dan Partridge requested approval from the Board to submit a letter from the Health Board to Kathleen Sebelius, Secretary of the United States Department of Health and Human Services, on behalf of the residents of Douglas County regarding implementation of the health reform law. This letter states the Health Board supports the National Association of County and City Officials (NACCHO) recommendations for spending in the first two years of the Prevention and Public Health Fund. Maley Wilkins made a motion to authorize Gerald Pees, Chair, to sign the letter to Kathleen Sebelius regarding the health reform law. Shirley Martin-Smith provided the second and the motion passed.

Other New Business

1. The Board signed a Letter of Appreciation for Barbara Schnitker congratulating her on her retirement after 26 years of service.
2. The next scheduled Health Board meeting will be held on July 19, 2010.

ADJOURNMENT

The Board meeting was adjourned at 6:35 pm on a motion by Shirley Martin-Smith and a second by Amy Biel.

Respectfully submitted,

Dan Partridge,
Secretary

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