

MINUTES
Lawrence-Douglas County Health Board
July 21, 2008

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, July 21, 2008. Chair Donna Bell called the meeting to order at 5:25 pm.

CONSENT AGENDA

Gerald Pees moved that the Consent Agenda consisting of the Health Board Minutes of June 16, 2008, June 2008 monthly Financial Reports, and June monthly Activity Reports be approved. Paul Liechti provided the second and the motion passed.

UNFINISHED BUSINESS

Progress Report on the 2009 Budget

Dan Partridge stated the County Administrator, Craig Weinaug, notified him that he is recommending the County cut funding to the Health Department by \$49,375 for 2009. This cut is in addition to the \$9,471 originally recommended by Craig Weinaug in May. On July 7, 2008, Dan Partridge presented the County Commissioners with a Budget Reduction Impact Analysis describing the impact those additional cuts would have on the Health Department.

Dan Partridge reviewed with the Board the County Commission worksheet showing proposed reductions for County supported programs. The Board of County Commissioner's final decision was to reduce the Health Department Operating Fund request by \$31,724. Dan Partridge shared recommended actions to balance the budget and asked that the Board consider both the short and long-term needs of the Health Department. Gerald Pees moved that the Board authorize all of the recommended actions take place as soon as it is feasible. Paul Liechti provided the second and the motion passed.

Director's Report

1. As part of the Strategic Plan, Dan Partridge shared the results of the online Health Board Survey with the Board.
2. Dan Partridge provided the Board with an update on Douglas County Commission candidate tours. Candidates David L. Brown, Grant Eichhorn, Nancy Thellman and Ken Grotewiel have completed tours of the Health Department. Clenece Hills, Ken Adkinson, James Flory and John Tacha have been contacted, but no meetings have been scheduled.
3. Dan Partridge stated he presented the 2007 Annual Report to the City of Baldwin on Monday, July 7, 2008, to help raise awareness of what services the Health Department provides to Douglas County. Dan is also scheduled to present the 2007 Annual Report to the City of Eudora on Monday, July 28, 2008.
4. Dan Partridge provided the Board with a copy of the HPV/Gardasil Report for January through June 2008.

NEW BUSINESS

Mid and Long Range Planning

Given the current and projected revenue and expense trends, Dan Partridge requested that the Board help define the future direction for the Health Department and how it will operate with fewer resources in 2009 and beyond. Dan Partridge asked the Board to identify information needs they have as they work through this planning process. After discussion, the Board requested that staff gather Health Department client demographics and information about the community's expectations for public health services. The Board is interested in having the Douglas County Community Health Improvement Project (CHIP) provide an update on their community health assessment project at the August Board meeting.

In response to concerns about health insurance costs, Dan Partridge provided the Board with a list of Health Department employee benefits. He also provided the Board with a comparison of benefits provided by other Health Departments. After discussion, the Board

decided the Health Department should establish an Employee Benefits Advisory Committee to provide for the Board a recommended plan to reduce costs by \$30,000. Gerald Pees made a motion to establish an Employee Benefits Advisory Committee. Karen Shumate provided the second and the motion passed.

Dan Partridge presented the Board with a Board Designated Fund Trend Analysis showing a growing decline in Board Designated Funds. The Board has set as a goal the elimination of a transfer from reserves in 2009 and that future budget cycles should include a \$50,000 transfer from operating to the Board Designated Fund.

Kansas Department of Agriculture Food Service Contract

Dan Partridge reported that the food service inspection program is transferring from the Kansas Department of Health and Environment (KDHE) to the Kansas Department of Agriculture (KDA). Dan Partridge presented a contract between the Lawrence-Douglas County Health Department and the Kansas Department of Agriculture effective September 21, 2008. Gerald Pees made a motion to authorize Chair Donna Bell to sign the contract with the Kansas Department of Agriculture. Karen Shumate provided the second and the motion passed.

Douglas County Memorandum of Agreement for Use of Fairgrounds Building for Mass Dispensing Clinic Site

Dan Partridge presented the Board with a Douglas County Memorandum of Understanding for Mass Dispensing Sites in Douglas County, Kansas. Gerald Pees made a motion to authorize Chair Donna Bell to sign the Memorandum of Understanding for Mass Dispensing Sites in Douglas County, Kansas. Karen Shumate provided the second and the motion passed.

Consider Revisions to the Employee Mileage Reimbursement Policy

Dan Partridge reported the Health Department's current Mileage Reimbursement Policy states that employees who use their personal vehicle for work-related purposes are reimbursed for mileage at the allowable federal rate as set by the Internal Revenue Service (IRS). The proposed revised Mileage Reimbursement Policy states that employees who use their personal vehicle for work-related purposes are reimbursed for mileage at the rate set by the Lawrence-Douglas County Health Board annually as part of the budget approval process.

Dan Partridge recommended that the current mileage reimbursement rate of \$.505 stay in effect for the remainder of the year and for 2009, increase the mileage reimbursement to the budgeted rate of \$.520. After discussion, Gerald Pees made a motion to approve the Proposed Revised Mileage Reimbursement Policy. Karen Shumate provided the second and the motion passed.

Other New Business

1. The next regularly scheduled Health Board meeting will be Monday, August 18, 2008.

ADJOURNMENT

The meeting was adjourned at 6:50 pm on a motion by Karen Shumate and a second by Paul Liechti.

Respectfully submitted,

Dan Partridge,
Secretary

Present: Donna Bell
Paul Liechti
Gerald Pees
Karen Shumate
Ex Officio: Dan Partridge
Other: Jennie Henault
Colleen Hill
Lisa Horn
Charlotte Marthaler