

**MINUTES**  
**Lawrence-Douglas County Health Board**  
**March 15, 2010**

**CALL TO ORDER**

A special meeting of the Lawrence-Douglas County Health Board was held Monday, March 15, 2010. Chair Alan Cowles called the meeting to order at 5:28 pm.

**NEW BUSINESS**

Dan Partridge presented the State Fiscal Year 2011 Application for Grants to the Kansas Department of Health and Environment (KDHE) for the grant period July 1, 2010 to June 30, 2011, in the amount of \$581,812. After discussion, Gerald Pees made a motion to authorize Alan Cowles, Chair, to sign the Application for Grants in the amount of \$581,812. Shirley Martin-Smith provided the second and the motion passed.

**ADJOURNMENT**

The Board meeting was adjourned at 5:34 pm on a motion by Gerald Pees and a second by Shirley Martin-Smith.

Respectfully submitted,

Dan Partridge,  
Secretary

Minutes  
Page 2  
March 15, 2010

Present: Alan Cowles  
Paul Liechi  
Shirley Martin-Smith  
Gerald Pees  
Karen Shumate  
Ex Officio: Dan Partridge  
Other: Jennie Henault  
Colleen Hill  
Charlotte Marthaler

**MINUTES**  
**Lawrence-Douglas County Health Board**  
**March 22, 2010**

**CALL TO ORDER**

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, March 22, 2010. Chair Alan Cowles called the meeting to order at 5:30 pm.

**RECOGNITION OF RETIRING HEALTH BOARD MEMBERS**

Dan Partridge presented a certificate and a plaque to retiring Board members Alan Cowles and Karen Shumate in appreciation for their 3 years of service on the Health Board.

**RECEIVE 2009 ANNUAL REPORT**

Lisa Horn, Communications Coordinator, distributed and reviewed the 2009 Annual Report.

**CONSENT AGENDA**

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

**UNFINISHED BUSINESS**

City-County Joint Resolution

Dan Partridge presented the Board with the amended Joint Resolution number 1957 that amends the number of appointed Board members from five to eight and makes other miscellaneous changes. Douglas County will appoint three voting members and the City of Lawrence will appoint three voting members. The City and County will jointly appoint one voting member. The Chancellor of the University of Kansas will appoint one *ex-officio*

member, without voting powers. Dan Partridge stated that the city has appointed Maley Wilkins and the County has appointed Ray Davis and Amy Biel. The Chancellor at the University of Kansas has appointed Carol Seager. The city will appoint one more member.

### **DIRECTOR'S REPORT**

1. Jennie Henault, Director of Administrative Services, provided the Board with an update on the Health Department's professional and general liability insurance, workers compensation, auto and property coverage as well as a bond for the Health Officer. After discussion, Jennie stated that applications have been submitted to two different brokers in order to obtain quotes for both Directors and Officers and Employment Practices Liability insurance. This process could take two to three weeks. Once quotes are received this information will be brought back to the Board.

### **NEW BUSINESS**

#### Election of Officers

Gerald Pees was nominated as Chair on a motion by Karen Shumate. Alan Cowles provided the second and the motion passed. Shirley Martin-Smith was nominated as Vice-Chair and Paul Liechti was nominated as Treasurer on a motion by Gerald Pees. Karen Shumate provided the second and the motion passed.

#### Approval to purchase network server

Jennie Henault, Director of Administrative Services, presented a diagram of the current network servers and the proposed network servers. Jennie provided the Board with an overview of the server problems experienced in the past. Jennie noted the Health Department does not have an adequate support plan on our equipment nor do we have a "spare" or backup plan for this major component of our network. Jennie proposed the Board approve the purchase of a new active domain controller server with the current server being used as a backup. Jennie presented three quotes as required by the Health Department's purchasing procedures. The Health Department recommended purchase of the Dell server which includes a three-year mission critical four-hour response time, including technical support, parts and/or replacement, 24 hours a day, 7 days a week. Alan

Cowles made a motion to purchase a new active domain controller server. Gerald Pees provided the second and the motion passed.

**Executive Session - Kay Kent Excellence In Public Health Service Award and the Director's Annual Evaluation**

At 6:04 pm, Alan Cowles made a motion to adjourn into Executive Session for the purpose of discussing personnel matters until 6:45 pm.

At 6:45 pm, Gerald Pees made a motion to continue the Executive Session for an additional forty-five minutes. Shirley Martin-Smith provided the second and the motion passed.

At 7:25 pm, Gerald Pees made a motion to adjourn the Executive Session. Shirley Martin-Smith provided the second and the motion passed.

**Other New Business**

1. The next scheduled Health Board meeting will be held on April 19, 2010.

**ADJOURNMENT**

The Board meeting was adjourned at 7:26 pm on a motion by Paul Liechti and a second by Gerald Pees.

Respectfully submitted,

Dan Partridge,  
Secretary

Minutes  
Page 4  
March 22, 2010

Present: Alan Cowles  
Paul Liechi  
Gerald Pees  
Shirley Martin-Smith  
Karen Shumate  
Ex Officio: Dan Partridge  
Other: Jennie Henault  
Colleen Hill  
Lisa Horn  
Charlotte Marthaler