

MINUTES
Lawrence-Douglas County Health Board
October 19, 2009

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, October 19, 2009. Chair Alan Cowles called the meeting to order at 5:35 pm.

CONSENT AGENDA

Shirley Martin-Smith moved that the Consent Agenda consisting of the Health Board Minutes of September 21, 2009, and the September 2009 monthly Financial Reports be approved. Gerald Pees provided the second and the motion passed.

UNFINISHED BUSINESS

There was no unfinished business.

FRONT DESK PRESENTATION – PAT MEYERS

Pat Meyers, Clinic Office Supervisor, presented to the Board on the Clinic Office area. Pat stated she has been with the Health Department for 25 years and reviewed her history with the department. Pat supervises six clinic office staff. Each staff member is cross-trained to all the positions. Pat reviewed routine clerical duties clinic office staff perform on a daily basis. Pat stated her staff is also trained on KIPHS, KWIC, WEBIZ and Reminder Pro software applications. Pat briefly reviewed each of these software applications as well as the billing process.

DIRECTOR'S REPORT

1. Dan Partridge reported on H1N1 influenza planning at the Health Department. Dan stated the Incident Command Staff (ICS) currently meet twice a week to provide an

update on IT/Administrative Support, Communications, Community Partners, CDC/KDHE, Vaccine Distribution and Clinic Scheduling and Staffing. Dan stated the Health Department has cancelled the H1N1 influenza clinic scheduled for Friday, October 30, 2009, based on the number of doses of vaccine available. Dan invited the Health Board to attend the H1N1 influenza clinic on Wednesday, October 21st at Haskell University to observe the process.

2. Dan Partridge updated the Board on the history of lot development around Lone Star Lake and current concerns raised by some property owners. The Board also received a handout regarding the distinction between a holding tank and a septic tank. After discussion, it was decided the Health Board would retain its current policy and not specify separation distances for holding tanks other than what was already in place through other regulations.
3. Dan Partridge stated there will be an Open House for the Community Health Facility on Sunday, November 8, 2009, from 1:00 pm to 3:00 pm. The ribbon cutting will take place at 1:00 pm and Hank Booth will be the Master of Ceremonies. Dan stated this is an opportunity to recognize the leaders originally involved in getting the facility built and thank the public for their support which made it possible.

NEW BUSINESS

Supplemental H1N1 Emergency Response Phase III Contract

Dan Partridge presented the Board with the Supplemental H1N1 Public Health Emergency Response Contract. This contract is between the Kansas Department of Health and Environment (KDHE) and the Lawrence-Douglas County Health Department. This contract is for Phase 3. The term of the contract is from July 1, 2009 – July 30, 2010 in the amount of \$336,661.00. Shirley Martin-Smith made a motion to authorize chair Alan Cowles to sign the Supplemental H1N1 Contract with KDHE. Paul Liechti provided the second and the motion passed.

H1N1 clinic support contract with Lawrence Memorial Hospital

Dan Partridge stated we do not have a contract with Lawrence Memorial Hospital at the present for clinic support, but Dan would like authority to proceed not to exceed \$25,000.

Shirley Martin-Smith made a motion to authorize Dan Partridge to proceed but not to exceed \$25,000. Gerald Pees provided the second and the motion passed.

Third quarter Performance Scorecard

Dan Partridge reviewed the 3rd quarter Performance Scorecard with the Board reporting that the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) data for % of WIC women delivering an infant weighing \leq to 2500 grams and % of WIC children 2-5 years old who are overweight (\geq 95% BMI for age) was not available from the state for August or September. Environmental Health had one well water sample test positive for fecal coliform bacteria which caused this number to jump. Also, the percent of recreational water facilities closed was up due to a smaller number of swimming pools open this time of year. Emergency Preparedness measures related to percent of staff reached after hours was down because there was no testing of the process during this quarter.

Other

1. Alan Cowles reported there have been complaints at the Community Health Facility regarding parking spaces and that there are no signs for parking compact cars. Dale Seele, City of Lawrence, will be putting up signs designating compact car parking areas and he will be repainting the yellow lines.
2. Alan Cowles, Chair, spoke briefly about crime victim prevention and an accident avoidance campaign. Alan asked the Board if an accident avoidance campaign is something the Board should be involved with at a later time.
3. Shirley Martin-Smith, Board member, requested placing a new item to the November Agenda to discuss the expansion of the Health Board to assist in the future growth of the Health Department.
4. The next regularly scheduled Health Board meeting will be Monday, November 16, 2009.

ADJOURNMENT

The Board meeting was adjourned at 6:55 pm on a motion by Gerald Pees and a second by Shirley Martin-Smith.

Respectfully submitted,

Dan Partridge,
Secretary

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