

MINUTES
Lawrence-Douglas County Health Board
September 22, 2008

CALL TO ORDER

The monthly meeting of the Lawrence-Douglas County Health Board was held Monday, September 22, 2008. Chair Donna Bell called the meeting to order at 5:33 pm.

CONSENT AGENDA

Gerald Pees moved that the Consent Agenda consisting of the Health Board Minutes of August 18, 2008, August 2008 monthly Financial Reports, and August monthly Activity Reports be approved. Karen Shumate provided the second and the motion passed.

KANSAS CHILDREN SERVICE LEAGUE PRESENTATION

Tracie Lansing, LMSW, East Region Director, provided the Board with a brief summary on the Healthy Families program. Kansas Children Service League (KCSL) is a not for profit agency serving children and families across the state. Services are initiated initially prenatally or at birth. A standardized assessment tool is used to systematically identify families who are most in need of services. Goals of the Healthy Families program are to prevent child abuse and neglect, to enhance child health and development, to promote positive parenting, and to improve family self-sufficiency. The Healthy Families America is a nationally accredited approach to home visitation defined by a set of critical program elements as suggested by repeated evaluations of early intervention programs with new parents. The purpose of the KCSL presentation was for the Board to consider providing a valuable service to the community and housing KCSL at the Health Department. The Board asked Dan Partridge to report on the costs and benefits of the program related to the Health Department and the community at the October Board meeting.

UNFINISHED BUSINESS

Employee Benefits Advisory Committee Recommendation

Dan Partridge introduced Kodi Herlein, Kathy Colson, Debbie Mitchell and Jim McDaniel who are members of the Employee Benefits Advisory Committee. Other members of the committee not present are Sue McDanel, Shirley Grubbs, and DeeAnne Schoenfeld. Kodi Herlein stated after reviewing the areas that were available for the committee to make budget cuts, the committee recommended to the Board that staff receive a 0.1% Cost of Living Adjustment (COLA) rather than 2% as budgeted. Kodi reviewed the process of how the committee came to this decision.

Benefit Comparison

Dan Partridge stated he respected the recommendation the Employee Benefits Advisory Committee presented to the Board. Dan presented a Benefits Comparison sheet to show projected cost savings with a mix of reductions in a Cost of Living Adjustment (COLA) with an across the board increase in employee health insurance premiums of \$12-26/month depending on the level of COLA the Board approves. After discussion, the Board made no decision but asked the Employee Benefits Advisory Committee to take this information back to Health Department staff for discussion and this matter will resume at the October meeting.

Staff Input on Public Health Priorities

Dan Partridge reported that on September 3, 2008, facilitators from the Kansas Department of Health and Environment (KDHE) met with staff and management from the Health Department to continue the August 12, 2008, discussion about program and agency activities, goals and priorities to be used in planning the Health Departments vision of public health for the community. Information from staff will be compiled into a final report for the Board.

Community Input on Public Health Priorities

The Health Department will be hosting a Community Forum either on November 10th or November 19th. We will be inviting members of the community to the forum to discuss public health priorities for Lawrence and Douglas County and help us understand the communities perspectives regarding public health services.

Director's Report

1. Dan Partridge provided the Board with copies of letters from residents of Babcock Place addressed to Dan and to the Health Board members questioning the decision to close the health screening clinic. Dan Partridge also provided the Board with a copy of the letter he sent in response to their question. Donna Bell, Chair, signed a letter from the Health Board to Babcock Place residents in response to their question. Dan Partridge informed the Board he had recently learned that Lawrence Memorial Hospital has agreed to provide health screening services at Babcock Place.
2. Dan Partridge provided the Board with a progress report on his annual performance goals. The Board will meet in Executive Session at the October Board meeting to discuss these goals.
3. Dan Partridge reviewed the County Commission Candidate Introductory Meeting Format with the Board. This format included a building tour, discussion of the issues, packet of material, history of the Health Department, financial challenges and public health in general, and the vision for the future.
4. Dan Partridge met with Nikki King, Executive Director of Health Care Access, on August 20, 2008. Health Care Access would like to use one of our exam rooms once or twice a month to provide services to their clients. Health Care Access will provide their own staff.
5. Dan Partridge reported an increase in funds for the Woman, Infant, and Children (WIC) grant. The original amount of the FFY2008 grant was \$161,000. After a mid year increase, the award for FFY2009 was also increased by the Kansas Department of Health and Environment (KDHE) to \$189,066.

NEW BUSINESS

Adoption of a Policy Establishing the Purpose of the Board Designated Fund

Dan Partridge presented the Board with the proposed Board Designated Fund Policy which states: *The Lawrence-Douglas County Health Department's Board Designated Fund is a*

restricted cash reserve fund that requires Health Board approval prior to any expenditure other than those related to a qualified employee's retirement.

The amount to be held in this reserve should reflect three months of operating expenses. This fund may be used for unanticipated expenditures such as disease outbreaks, reductions in grant funding amounts that are budgeted, delays in receiving revenue and to pay sick and/or vacation accrual liabilities when an employee resigns or retires.

After discussion, Gerald Pees made a motion to accept the proposed Board Designated Fund Policy. Karen Shumate provided the second and the motion passed.

Acceptance of the SFY2009 Kansas Department of Health and Environment Grant for Emergency Preparedness

Dan Partridge presented a contract between the Lawrence-Douglas County Health Department and the Kansas Department of Health and Environment (KDHE) effective August 10, 2008, through August 9, 2009, in the amount of \$93,464.00. Karen Shumate made a motion to authorize Chair Donna Bell to sign the contract with KDHE. Gerald Pees provided the second and the motion passed.

Other New Business

1. Lisa Horn, Communications Coordinator, distributed the 2008 Flu Clinic times and locations.
2. The next scheduled Health Board meeting will be Monday, October 20, 2008.

ADJOURNMENT

The meeting was adjourned at 7:15 pm on a motion by Gerald Pees and a second by Alan Cowles.

Minutes
Page 5
September 22, 2008

Respectfully submitted,

Dan Partridge,
Secretary

Present: Donna Bell
Alan Cowles
Paul Liechti
Gerald Pees
Karen Shumate
Ex Officio: Dan Partridge
Other: Kathy Colson
Jennie Henault
Kodi Herlein
Colleen Hill
Lisa Horn
Tracie Lansing
Charlotte Marthaler
Jim McDaniel
Debbie Mitchell