

**Lawrence-Douglas County Health Board**  
**March 21, 2011**  
5:30 p.m.

**Agenda:**

1. Call to order.
2. Review and approve minutes of February 21, 2011.
3. Review and approve February 2011 monthly financial report.
4. **New Business.**
  - a. Receive 2010 Annual Report
  - b. Election of Officers
  - c. Review of Board Policies
    - i. Sick leave donation policy – New proposed
    - ii. Funded Depreciation Fund policy – New proposed
    - iii. Unclaimed Flexible Spending Account funds policy – New proposed
  - d. Strategic planning discussion
  - e. Community Health Assessment prioritization exercise
  - f. Complete Streets public campaign
5. **Executive Session- 6:45 time certain.**
  - a. Discussion of a personnel matter
6. **Director's Report.**
  - a. SFY2012 grants application to the Kansas Dept. of Health and Environment
  - b. Teen Pregnancy Case Management grant award
  - c. WIC foods demonstration grant award
  - d. 2009 County Audit
  - e. Report on discussions with Home Builders Association regarding Sanitary Code fees
  - f. Kansas Health Foundation grant planning conference
  - g. National Public Health Week schedule of events
  - h. Upcoming release of 2011 County Health Rankings report by the University of Wisconsin
7. **Adjournment.**

[Next Regularly Scheduled Meeting Dates](#)

Board Meeting – April 18, 2011

[Future Business](#)

State-wide public health initiatives – Edie Snethen, Executive Director Kansas Association of Local Health Departments (KALHD)

**Lawrence-Douglas County Health Department  
February 2011 Notes for Financial Reports**

**We are still converting data to our new CYMA Accounting Software. We are running financials for the second month from the software and I would appreciate any comments or input you have as well! As per your direction last month, I will continue to provide you with a summary of the financials in this format and we can discuss them in more detail at the Board meeting.**

**Revenue & Expense Budget (Income Statement) vs. Actual Report**

**Revenues**

- *Revenues are lower than budgeted for the month due to receiving the first half of our City allocated tax revenues for 2011 in January that we normally do not receive until February. We did receive our first half of County allocated tax revenues for 2011 this month.*
- *Program fees are lower than budgeted for the month. Family planning income is down approximately \$2,100 compared to the same time period in 2010. Immunization revenue is up approximately \$4,700. Environmental Health income is down over \$2,600 as compared to the same time period last year. Approximately, half of this is related to pool licensing fees being received at different times of the year and the other half is due to a decline in sewage site evaluations and permits.*
- *Grant income for February is higher than budgeted. This is due to receiving a new grant that we had not budgeted for-- \$6,940 Kansas Public Health Association Breastfeeding Grant.*

**Expenses**

- *Overall, most of our contractual expenditures are lower than budgeted for the month. A few are higher than budgeted, such as continuing education/meetings. This is related to registration for the Kansas WIC Conference which will be offset with WIC grant funds.*
- *Commodities are higher than budgeted for the month. This is primarily due to ordering more pharmaceuticals this month than compared to the same time period in previous years.*

**General/Operating**

- *Balance increased \$624,307 to \$1,411,653 due to income & expenses (see above).*

**Board Designated Fund**

- *Balance increased \$249 to \$870,720 due to interest earnings.*

**Funded Depreciation**

- *Balance decreased \$31,387 to \$136,325 due to the phone system purchase for \$31,435 that was approved at the December Health Board meeting and \$48 in interest earnings.*
- *I have included a list of the funded depreciation purchases that make up the Funded Depreciation Furniture & Equipment balance on the balance sheet.*

**Kay Kent Public Health Service Award Fund**

- *Balance increased \$6 to \$17,096 due to interest earnings.*

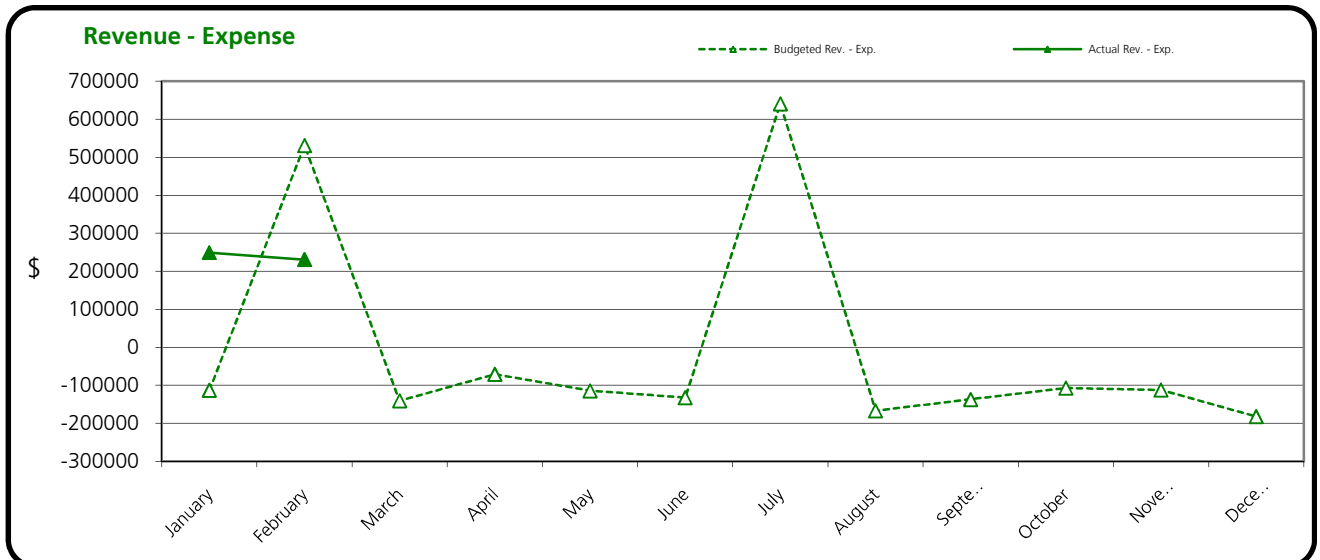
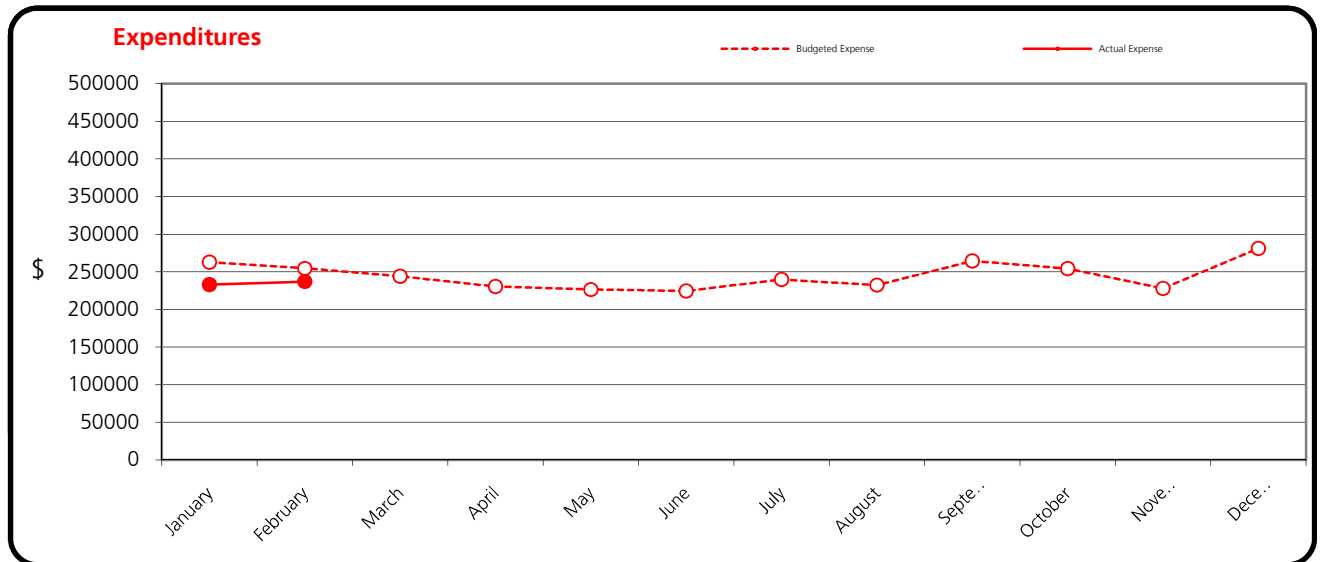
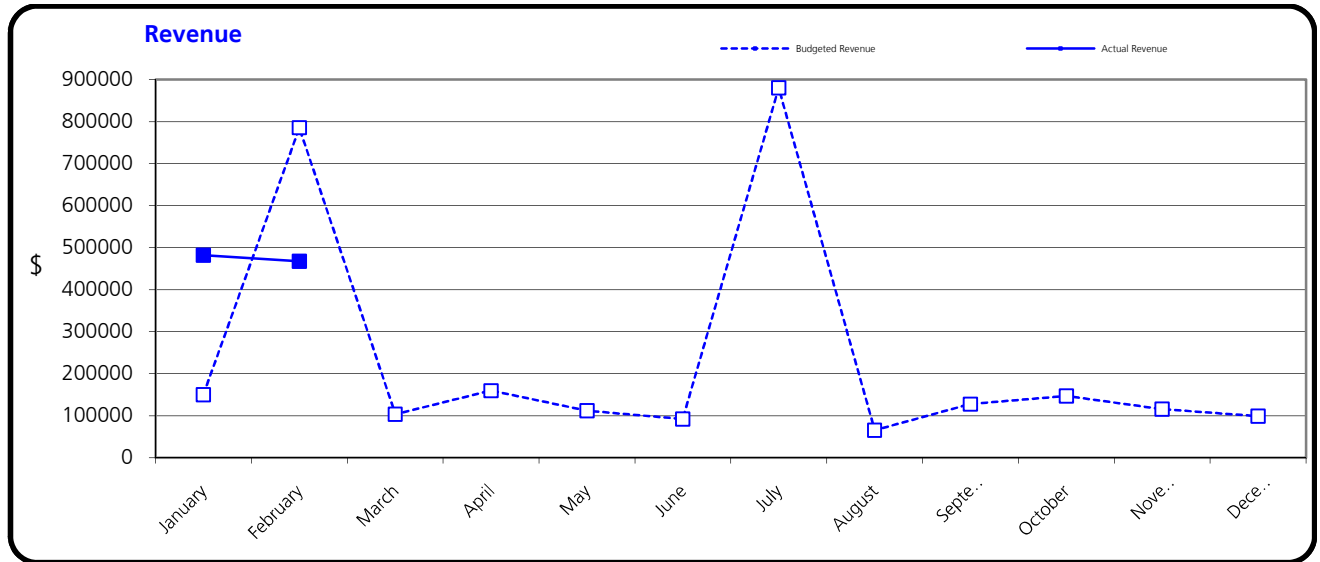
I have included a vendor payment listing for February.

## LAWRENCE-DOUGLAS COUNTY HEALTH DEPARTMENT

## INCOME STATEMENT

FOR THE PERIOD OF 02/01/2011-02/28/2011

	Actual	Current Period Budget	YTD Actual	YTD Budget	Annual Budget
<b>Revenues</b>					
City Operating	\$0	\$257,156	\$257,156	\$257,156	\$514,312
City Health Insurance	\$0	\$67,308	\$67,308	\$67,308	\$134,616
County Operating	\$357,500	\$357,500	\$357,500	\$357,500	\$715,000
County Health Insurance	\$16,365	\$16,827	\$33,488	\$33,654	\$201,924
County Mill Levy Aging	\$5,000	\$5,000	\$5,000	\$5,000	\$10,000
Contract Services	\$706	\$1,167	\$706	\$2,334	\$14,003
Program Fees	\$22,446	\$28,385	\$46,631	\$60,824	\$345,555
Federal Grant	\$0	\$0	\$0	\$0	\$5,000
State Grant	\$58,247	\$47,790	\$166,039	\$142,972	\$833,430
Local/Private Grant	\$6,940	\$4,314	\$14,469	\$8,628	\$63,470
Interest	\$450	\$17	\$827	\$33	\$200
Other Revenue	\$11	\$0	\$14	\$0	\$0
<b>Net Revenues</b>	<b>\$467,666</b>	<b>\$785,464</b>	<b>\$949,138</b>	<b>\$935,409</b>	<b>\$2,837,510</b>
<b>Expenses</b>					
Gross Salaries & Wages	\$141,427	\$148,818	\$280,530	\$297,485	\$1,786,311
Payroll Related Expenses	\$49,011	\$50,622	\$97,739	\$101,158	\$627,500
Total Payroll Expenses	\$190,438	\$199,440	\$378,269	\$398,643	\$2,413,811
<b>Contractual Service Expenses</b>					
Total Contractual Service Expenditures	\$11,724	\$22,984	\$22,584	\$51,297	\$223,937
<b>Commodities</b>					
Total Commodities Expenditures	\$34,875	\$7,899	\$49,079	\$35,832	\$241,676
<b>Total Expenses</b>	<b>\$237,037</b>	<b>\$230,323</b>	<b>\$449,932</b>	<b>\$485,772</b>	<b>\$2,879,424</b>
<b>Other Income (Expense)</b>					
Capital Equipment	\$0	\$0	\$19,985	\$31,500	\$31,500
Transfer to Funded Depreciation	\$0	\$0	\$0	\$0	\$31,741
Transfer to Bd Designated Fund	\$0	\$0	\$0	\$0	\$0
<b>Total Other Income (Expense)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$19,985</b>	<b>\$31,500</b>	<b>\$63,241</b>
<b>Net Income (Loss)</b>	<b>\$230,629</b>	<b>\$555,141</b>	<b>\$479,221</b>	<b>\$418,137</b>	<b>(\$105,155)</b>



**LAWRENCE-DOUGLAS COUNTY HEALTH DEPARTMENT  
BALANCE SHEET  
AS OF 02/28/2011**

**Assets**

**Current Assets**

Cash	1,410,943
Petty cash / change fund	710
Board Designated Fund Balance	515,407
Board Designated Fund Certificates of Deposit	355,313
K Kent Public Health Serv Award	17,096
Funded Depreciation	136,325
Total Current Assets	<u>2,435,794</u>

**Property, Plant & Equipment**

Fixed Assets	427,560
Less - Accumulated Depreciation	(350,264)
Funded Depreciation Furniture & Equipment	118,338
Total Property, Plant & Equipment	<u>195,634</u>

**Total Assets** 2,631,428

**Liabilities and Net Assets**

**Net Assets**

Operating Fund Balance	948,961
Reserves/Restricted Fund Balances	1,141,908
Contributed Capital	27,889
Net Income	512,670
Total Assets	<u><u>2,631,428</u></u>

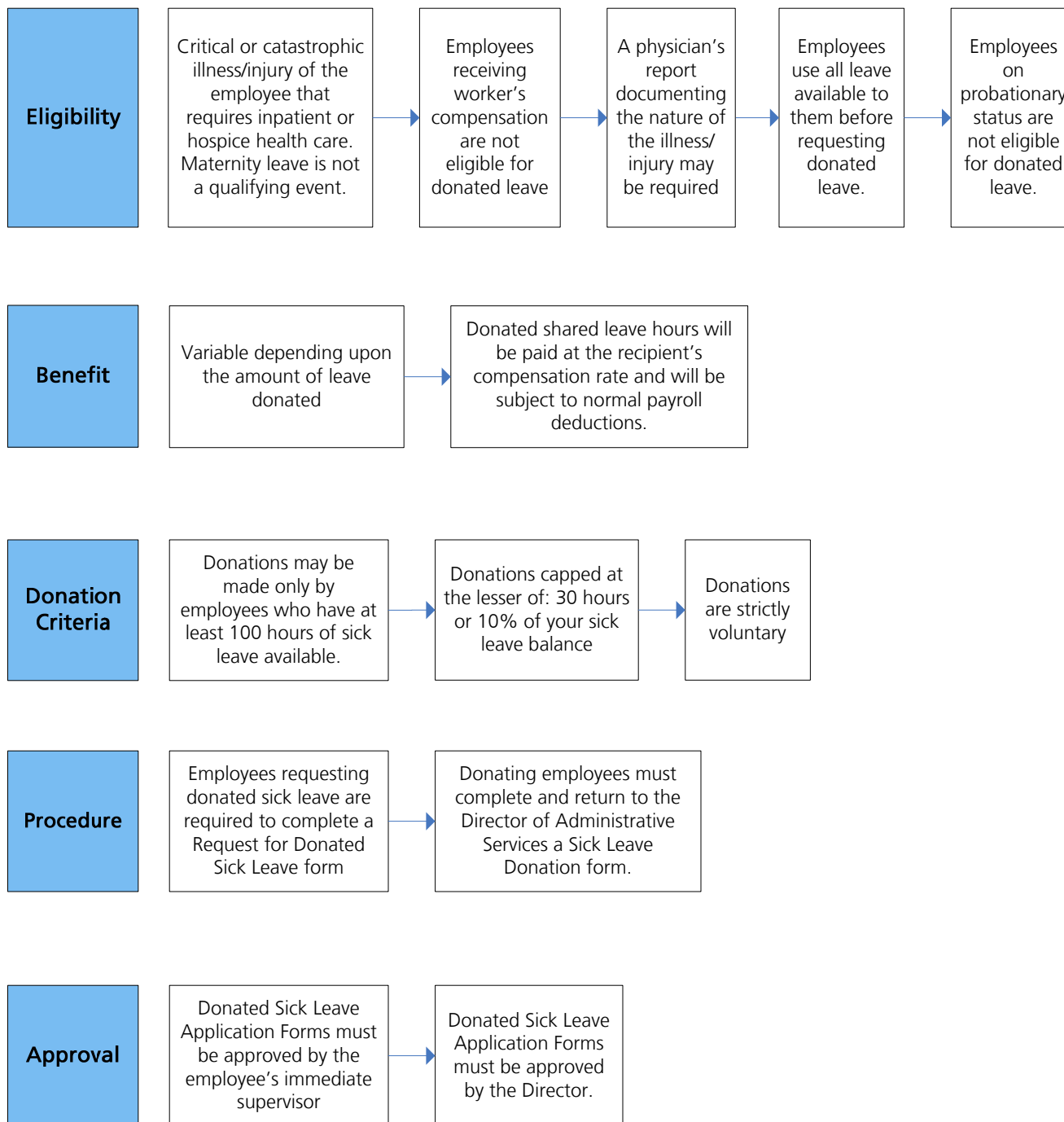
**2011 Funded  
Depreciation Purchases**

**For the period ending  
February 28, 2011**

<b>Month</b>	<b>Purchased</b>	<b>Price</b>
Year End 2010	balance of purchases made	86,903
Feb	phone system	31,435
<b>Total Year to Date</b>		<b>118,338</b>

# Sick Leave Donation Policy – Draft Concept

March 1, 2011



## **FUNDED DEPRECIATION ACCOUNT POLICY**

The Lawrence-Douglas County Health Department's Funded Depreciation Account is a restricted cash reserve fund that requires Health Board approval prior to any expenditure exceeding \$7,500 or an expenditure not included in the approved agency budget.

The amount to be held in this reserve should be no less than \$150,000. This fund may be used to replace capital equipment that is worn out, obsolete or unserviceable.

DRAFT

## **KAY KENT PUBLIC HEALTH SERVICE AWARD FUND POLICY**

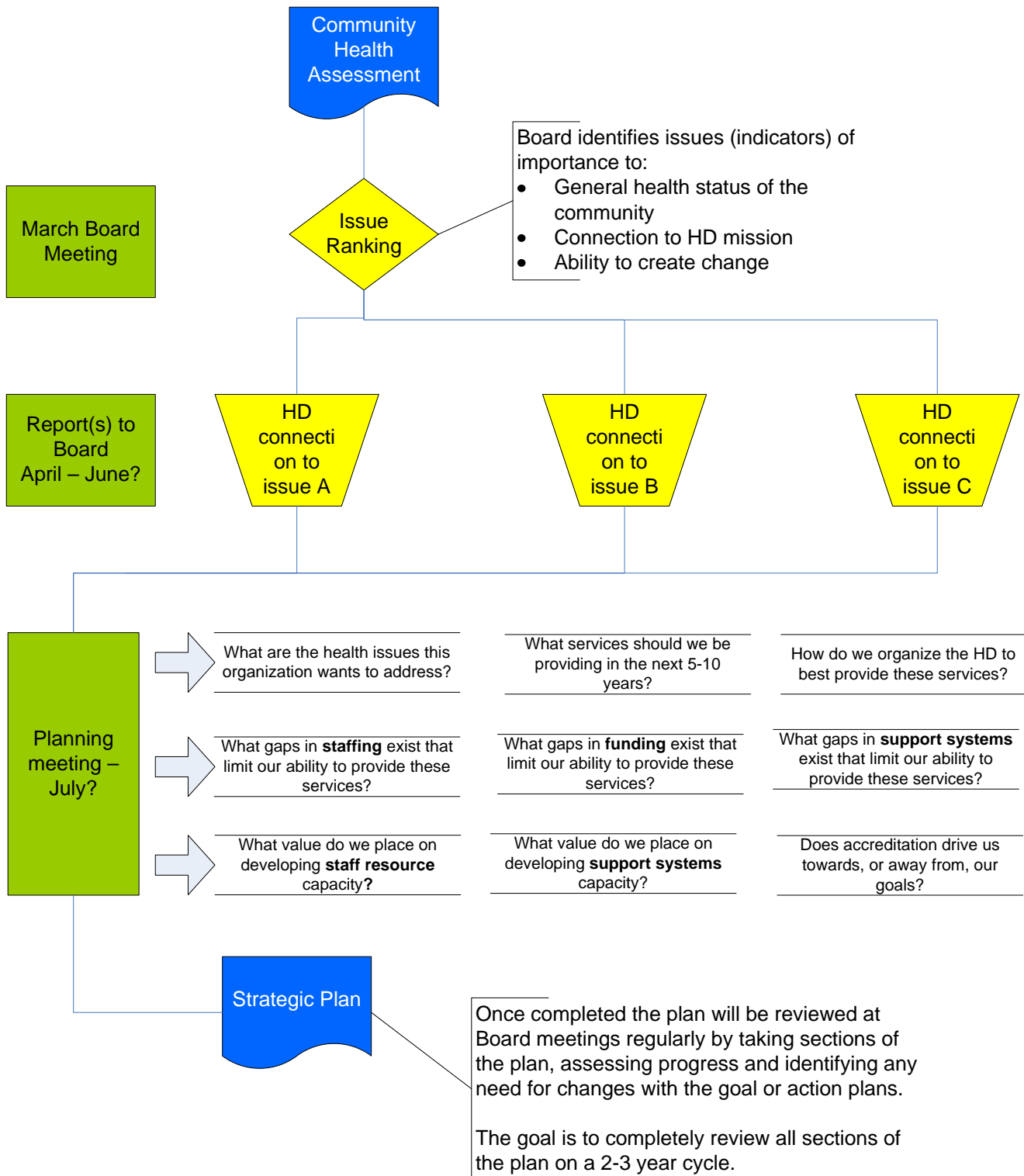
The Lawrence-Douglas County Health Department's Kay Kent Public Health Service Award Fund is an account used to recognize extraordinary performance and reward excellence in public health service. An annual \$500 after taxes honorarium is presented to the recipient. Other expenditures are at the discretion of the Director or Health Board.

Additional funds for this account are obtained annually from any unused contributions from an employee's flexible spending/section 125 account. According to IRS regulations, these unused contributions are subject to the annual "use-or-lose" rule and are forfeited to the employer.

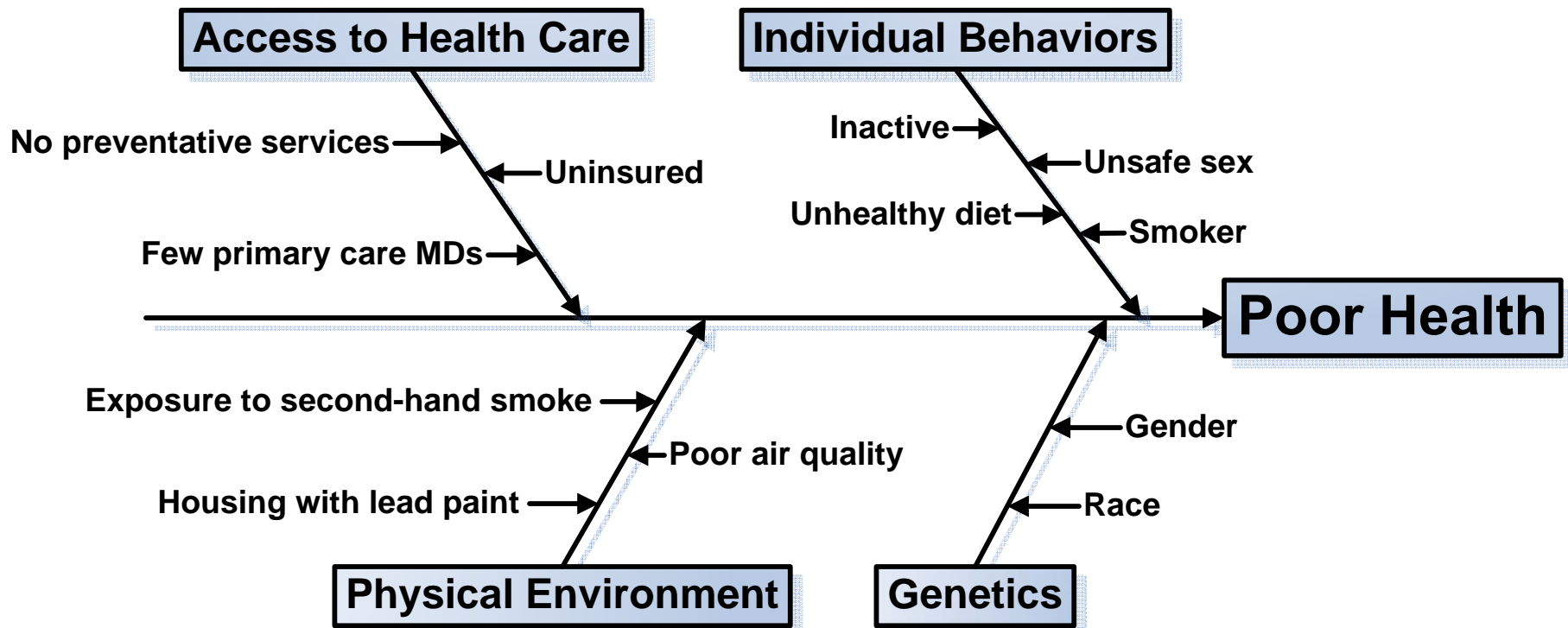
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# Proposed planning outline

March 21, 2011

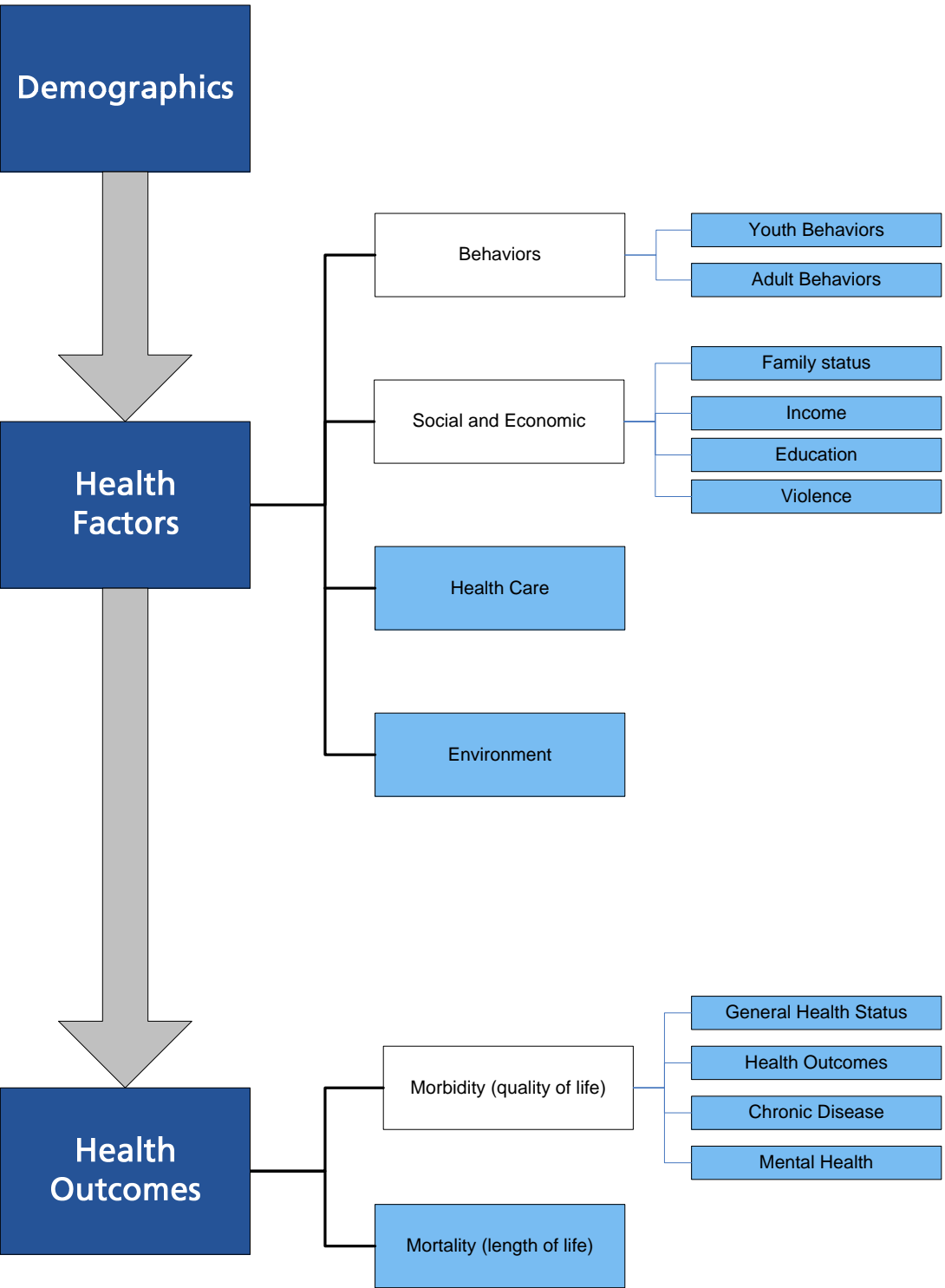


# Determinants of Health Logic Model

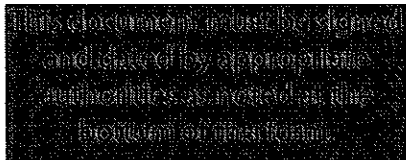


# Community Health Assessment Data

March 21, 2011



State of Kansas  
 Department of Health & Environment  
 Bureau of Local & Rural Health  
 1000 SW Jackson, Suite 340  
 Topeka, KS 66612-1365  
 (785) 296-0425  
[pbehnke@kdheks.gov](mailto:pbehnke@kdheks.gov)



Submit Form

To be completed by State Office  
 Date Received:

**APPLICATION FOR GRANT**

Grant Period: July 1, 2011 - June 30, 2012

Lawrence-Douglas County Health Department

Applicant (Name of Agency)

200 Maine, Ste. B

Street Address/PO Box

Lawrence 66044

City Zip Code

Dan Partridge

Name of Director

785-843-3060

Telephone: Area Code-Number

Jennie Henault

Fiscal Officer

785-856-3382

Telephone: if different from Applicant Agency

City-County

Type of Organization

FEIN#: 48-6061048

D-U-N-S # 150501336

Where will program be conducted?

on site

Comments:

  
 President/Chairman Local Board of Health or Board of Director

Date: 03/15/11

Was your agency required to have a Circular A-133 Single Audit completed in 2010? See instructions on next page. Yes

Application Checklist:

- Health Department approved budget
- Local Tax Revenue Amount 1,575,852
- Program Requests
- Detailed Budget(s)
- Personnel Allocation by Program

GRANT FUNDS REQUESTED

State Formula	\$81,783.00
Child Care Licensing	\$171,650.48
Chronic Disease Risk Reduction	\$65,585.71
Family Planning	\$233,408.00
General Primary Care	
Dental Assistance	
Prescription Assistance to Clinics	
Immunization Action Plan	\$50,437.70
Maternal and Child Health	\$143,658.47
Opt-Out HIV Testing	\$18,692.28
Targeted HIV Prevention for Community Based Organizations	
Targeted HIV Prevention for Health Departments	
Targeted HIV Testing	
Ryan White	
HIV Intervention/Prevention	
STD Disease Intervention/Prevention	\$11,283.13
WIC/Collaborative immunization Collaboration	
Other	

Total Funds Requested \$776,498.77

  
 Administrator/Director

Date: 03/14/11

March 7, 2011

MAR 08 2011

Jennifer Church  
Lawrence Douglas County Health Department  
200 Maine, Suite 200  
Lawrence, Kansas 66044-1396

Dear Jennifer,

Congratulations! Your clinic has been chosen as one of the four pilot sites for the food demonstration project. We were impressed with the planning and your ideas in using the curriculum.

You will be receiving the food demonstration table in a shipment from Nasco in the coming weeks. We will attempt to let you know when the item is shipped, if possible. The company will deliver the table to your facility, but you will need to move it to its final location within your clinic. Be sure to check the table for damages prior to signing for the shipment. Please notify our office immediately if you find that the table or the contents have been damaged.

Additionally, at the upcoming Kansas WIC Conference, you will receive a tote bin with other supplies and the food demonstration curriculum. We will provide you with marketing items and copies of the evaluation tools to be used during the pilot project. More guidance on the use of the curriculum will be provided prior to the conference.

Please submit a copy of your revised budget to Rachelle Hazelton, in the State WIC Office which shows any change to staffing, supplies, and food items needed for the food demonstration pilot.

Thank you again for your willingness to be a part of this important project. We look forward to working with you in the coming months. Please do not hesitate to contact me if you have any questions.

Sincerely,

*Pat Dunavan*

Pat Dunavan, MS, RD, LD, CBE  
Nutrition Services Coordinator

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**DOUGLAS COUNTY, KANSAS**  
**FINANCIAL STATEMENTS**  
*DECEMBER 31, 2009*

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& Business Consultants

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## Independent Auditors' Report

Board of County Commissioners  
Douglas County, Kansas

We have audited the accompanying financial statements of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Douglas County, Kansas, as of and for the year ended December 31, 2009, which collectively comprise the County's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Kansas Municipal Audit Guide*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the County's internal control over financial reporting. Accordingly, we express no such opinion. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of Douglas County, Kansas, at December 31, 2009, and the respective changes in financial position, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The County has not presented management discussion and analysis that accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be a part of, the basic financial statements.

The budgetary comparison information and the schedule of funding progress, as listed in the table of contents, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 20, 2011, on our consideration of the County's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the County's basic financial statements. The combining and individual nonmajor fund financial statements and schedules as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in our audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

*RubinBrown LLP*

January 20, 2011

# DOUGLAS COUNTY, KANSAS

## STATEMENT OF ACTIVITIES For The Year Ended December 31, 2009

	Program Revenues			Net (Expenses) Revenue And Changes In Net Assets	
	Expenses	Charges For Services	Operating Grants And Contributions	Primary	Component
				Government	Units
<b>Governmental Activities</b>				<b>Total</b>	
General government	\$ 37,543,273	\$ 6,288,970	\$ 4,200,795	\$ (27,053,508)	\$ —
Public safety	10,170,918	—	—	(10,170,918)	—
Health and environment	3,494,968	—	—	(3,494,968)	—
Highways and streets	5,066,904	—	—	(5,066,904)	—
Interest on long-term debt	1,305,501	—	—	(1,305,501)	—
<b>Total</b>	<b>\$ 57,581,564</b>	<b>\$ 6,288,970</b>	<b>\$ 4,200,795</b>	<b>(47,091,799)</b>	<b>—</b>
<b>Component Units</b>					
Health and environment	\$ 3,798,849	\$ 821,620	\$ 1,794,815	—	(1,182,414)
<b>General Revenues:</b>					
Property taxes levied for					
General purposes				40,793,056	1,627,901
Debt service				362,529	—
Sales tax				5,280,683	—
Investments earnings				729,736	5,142
Miscellaneous				480,368	25,155
<b>Total general revenues</b>				<b>47,646,372</b>	<b>1,658,198</b>
Change in net assets				554,573	475,784
Net assets - beginning of year, as previously stated				94,091,597	1,969,612
Prior period adjustment				4,574,735	(54,950)
Net assets - beginning of year, as restated				<b>98,666,332</b>	<b>1,914,662</b>
Net assets - end of year				<b>\$ 99,220,905</b>	<b>\$ 2,390,446</b>

# DOUGLAS COUNTY, KANSAS

## COMBINING STATEMENT OF NET ASSETS DISCRETELY PRESENTED COMPONENT UNITS December 31, 2009

	Douglas County Extension Council	Lawrence/ Douglas Co. Health Department	Douglas County Free Fair	Total Douglas County Component Units
<b>Assets</b>				
Current assets:				
Cash and cash equivalents	\$ 552,312	\$ 705,781	\$ 85,013	\$ 1,343,106
Restricted cash and cash equivalents	—	898,513	—	898,513
Receivables:				
Accounts	—	206,698	—	206,698
Prepaid expense	—	11,998	—	11,998
<b>Total current assets</b>	<b>552,312</b>	<b>1,822,990</b>	<b>85,013</b>	<b>2,460,315</b>
Noncurrent assets:				
Capital assets				
Depreciable capital assets, net	57,484	100,167	—	157,651
<b>Total Assets</b>	<b>609,796</b>	<b>1,923,157</b>	<b>85,013</b>	<b>2,617,966</b>
<b>Liabilities</b>				
Current liabilities				
Accounts payable	—	2,000	—	2,000
Compensated absences	—	164,402	—	164,402
Deferred revenue	—	61,118	—	61,118
<b>Total Current Liabilities</b>	<b>—</b>	<b>227,520</b>	<b>—</b>	<b>227,520</b>
<b>Net Assets</b>				
Invested in capital assets	57,484	100,167	—	157,651
Unrestricted	552,312	1,595,470	85,013	2,232,795
<b>Total Net Assets</b>	<b>\$ 609,796</b>	<b>\$ 1,695,637</b>	<b>\$ 85,013</b>	<b>\$ 2,390,446</b>

**DOUGLAS COUNTY, KANSAS**  
**COMBINING STATEMENT OF ACTIVITIES**  
**DISCRETELY PRESENTED COMPONENT UNITS**  
**For The Year Ended December 31, 2009**

	Program Revenues		Net (Expenses) Revenue And Changes In Net Assets			
	Charges For Services	Operating Grants And Contributions	Total Douglas County Extension Council	Douglas County Health Department	Total Douglas County Free Fair	Total Douglas County Component Units
Expenses	\$ 565,478	\$ 98,112	\$ 49,586	\$ —	\$ —	\$ 49,586
Health and environment Extension Council	3,020,828	519,712	—	(1,231,317)	—	(1,231,317)
Health Department Free Fair	212,543	203,796	—	—	(683)	(683)
Total	3,798,849	821,620	49,586	(1,231,317)	(683)	(1,182,414)

**Governmental Activities**

Health and environment Extension Council	\$ 565,478	\$ 98,112	\$ 49,586	\$ —	\$ —	\$ 49,586
Health Department Free Fair	3,020,828	519,712	—	(1,231,317)	—	(1,231,317)
Total	3,798,849	821,620	49,586	(1,231,317)	(683)	(1,182,414)
<b>General Revenues:</b>						
Property taxes levied for General purposes	—	1,617,901	10,000	—	—	1,627,901
Investments earnings	—	4,212	930	—	—	5,142
Miscellaneous	15,713	9,442	—	—	—	25,155
Total general revenues	15,713	1,631,555	10,930	—	—	1,658,198
Change in net assets	65,299	400,238	10,247	—	—	475,784
Net assets - beginning of year - as previously stated	544,497	1,350,349	74,766	—	—	1,969,612
Prior period adjustment	—	(54,950)	—	—	—	(54,950)
Net assets - beginning of year - as restated	544,497	1,295,399	74,766	—	—	1,914,662
Net assets - end of year	\$ 609,796	\$ 1,695,637	\$ 85,013	—	—	\$ 2,390,446

# DOUGLAS COUNTY, KANSAS

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## NOTES TO BASIC FINANCIAL STATEMENTS

December 31, 2009

### 1. Summary Of Significant Accounting Policies

#### Financial Reporting Entity

Douglas County is a municipal corporation governed by a three member commission. As required by accounting principles generally accepted in the United States of America, these financial statements present the County and its component units, entities for which the County is considered to be financially accountable. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize it is legally separate from the County. Each discretely presented component unit has a December 31 year end.

#### Discretely Presented Component Units

The Douglas County Extension Council (Council) provides services in such areas as agriculture, home economics and 4-H clubs to all persons in the County. The Council is governed by an elected four-member executive board. The County levies taxes for the support of the Council.

The Lawrence/Douglas County Health Department (Health Department) provides health care and education to citizens of the County. It is governed by a five-member board (two members are appointed by the County, two by the City of Lawrence, and one is jointly appointed). The City of Lawrence provides office space for the Health Department. The County provides funding through the annual appropriation of the health fund tax levy.

The Douglas County Free Fair (Free Fair) manages and controls the business of the fair association and its property. The Free Fair's Board of Directors, representing each township within the County, is appointed by the County Commission. The County provides an annual appropriation to the Free Fair.

Condensed financial statements of each of the discretely presented component units are presented with the other basic financial statements. Separate financial statements are not available for each of the discretely presented component units.

## **DOUGLAS COUNTY, KANSAS**

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### Notes To Basic Financial Statements (*Continued*)

In the January 1, 2010, actuarial valuation, the entry age normal actuarial cost method was used. The actuarial assumptions included a 4.0% investment rate of return, which is the rate of the employer's own investments as there are no plan assets, and an annual healthcare cost trend of 10%, reduced by decrements to an ultimate rate of 5% after seven years. The UAAL is being amortized as a level dollar over an open thirty-year period with 29 years remaining.

## **10. Cost Sharing Arrangements And Conduit Debt**

### **Cost Sharing Arrangements**

The County has entered into various cost sharing arrangements with the City of Lawrence, Kansas (the City) to provide services and facilities. A listing of those arrangements is as follows:

In 1994, the City and the County agreed to combine their emergency communications services with the costs of the combined operations to be shared as follows: City 66% and County 34%. This agreement was modified in 1997 following the combination of the County emergency medical services and the City fire department in 1996 as discussed below.

In 1996, the County emergency medical services and the City fire department were combined with the City paying 74.36% and the County paying 25.64% of the operating costs of the combined operations. The County pays all the costs of buildings and equipment of the ambulance services and the City pays all the costs of buildings and equipment of the fire department.

As of the effective date of the 1996 agreement, all buildings, equipment and furniture were to be transferred to the ownership of the City. This agreement was later modified in 1997, 1998 and 2005.

In 1996, the City and County agreed to share equally in the cost of construction of a health facility to house the Lawrence-Douglas County Health Department, the Bert Nash Community Mental Health Center and the Douglas County Visiting Nurses Association. The agreement provided that on completion the building, equipment and furniture would be owned by the City. This health facility was completed and occupied in 1997. A related agreement provides for the City and the County to each pay half of the health facility maintenance and operating costs.

The County also pays 1/6<sup>th</sup> of the cost of the City's planning department.

## **DOUGLAS COUNTY, KANSAS**

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### Notes To Basic Financial Statements *(Continued)*

#### **Conduit Debt**

The County has entered into conduit debt arrangements wherein the County issues industrial revenue bonds to finance a portion of the construction of facilities by private entities. In return, the private enterprises have executed mortgage notes or leases with the County. The County is not responsible for payment of the original bonds, but rather the debt is secured only by the cash payments agreed to be paid by the private enterprises under the terms of the mortgage or lease agreements. Generally, the conduit debt is arranged so that payments required by the private enterprises are equal to the mortgage payment schedule related to the original debt. The total outstanding balance on the conduit debt could not be determined at December 31, 2009; however, the original amount issued was \$2,725,000.

#### **11. Prior Period Adjustments**

The "restatement" column in Note 3 represents a prior period adjustment to correct errors in the amounts recorded in 2008 for land, buildings, equipment and infrastructure and the related accumulated depreciation for each in the net amount of \$914,854. An additional adjustment for \$3,659,881 was also needed to properly report the balance of health and workers' compensation cash reserves and the claims payable due at the end of 2008. The effect of these adjustments was to increase net assets by \$4,574,735 and increase fund balance by \$3,659,881.

In 2009, the Lawrence Douglas County Health Department (discretely presented component unit) determined that it was not properly reporting an accrual for accrued vacation and sick time. The effect of this prior period adjustment was to decrease net assets by \$54,950.

## DOUGLAS COUNTY, KANSAS

### COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES - NONMAJOR GOVERNMENTAL FUNDS For The Year Ended December 31, 2009

	Nonmajor Special Revenue Funds	Nonmajor Debt Service Fund	Nonmajor Capital Project Funds	Total Nonmajor Governmental Funds
<b>Revenues</b>				
Taxes	\$ 3,312,281	\$ 362,529	\$ —	\$ 3,674,810
Intergovernmental	1,669,466	—	—	1,669,466
Licenses, fees, and permits	703,290	—	—	703,290
Charges for services	1,740,360	—	—	1,740,360
Investment income	71,215	547	5,527	77,289
Miscellaneous	248,448	255	—	248,703
<b>Total Revenues</b>	<b>7,745,060</b>	<b>363,331</b>	<b>5,527</b>	<b>8,113,918</b>
<b>Expenditures</b>				
General government	4,781,293	—	—	4,781,293
Public safety	17,995	—	—	17,995
Health and environment	3,494,968	—	—	3,494,968
Highway and streets	391,202	—	—	391,202
Debt service				
Principal retirement	—	378,000	—	378,000
Interest and other charges	—	905,878	—	905,878
<b>Total Expenditures</b>	<b>8,685,458</b>	<b>1,283,878</b>	<b>—</b>	<b>9,969,336</b>
Excess (deficiency) of revenues over (under) expenditures	(940,398)	(920,547)	5,527	(1,855,418)
<b>Other Financing Sources (Uses)</b>				
Transfers in	3,902,275	2,127,221	171,000	6,200,496
Transfers out	(541,036)	—	—	(541,036)
<b>Total Other Financing Sources (Uses)</b>	<b>3,361,239</b>	<b>2,127,221</b>	<b>171,000</b>	<b>5,659,460</b>
<b>Net Change In Fund Balances</b>	<b>2,420,841</b>	<b>1,206,674</b>	<b>176,527</b>	<b>3,804,042</b>
<b>Fund Balances - Beginning Of Year</b>	<b>8,634,228</b>	<b>4,179,821</b>	<b>494,487</b>	<b>13,308,536</b>
<b>Fund Balances - End Of Year</b>	<b>\$ 11,055,069</b>	<b>\$ 5,386,495</b>	<b>\$ 671,014</b>	<b>\$ 17,112,578</b>

# DOUGLAS COUNTY, KANSAS

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS For The Year Ended December 31, 2009

Program	Federal CFDA Number	Federal Expenditures
<b>Douglas County, Kansas:</b>		
<b>U.S. Department Of Justice</b>		
Kansas Governor's Office		
Edward Byrne Memorial Justice Assistance Grant Program	16.738	\$ 600
<b>U.S. Department Of Transportation</b>		
Kansas Department of Transportation		
Interagency Hazardous Materials Public Sector Training and Planning	20.703	20,000
<b>U.S. Department of Health and Human Services</b>		
Kansas Juvenile Justice Authority		
Juvenile Grant	93.586	10,287
<b>U.S. Department Of Homeland Security</b>		
Kansas Adjutant General		
Emergency Management Performance Grants	97.042	95,986
Emergency Management	97.053	4,757
Emergency Management	97.xxx	5,060
<b>Total U.S. Department Of Homeland Security</b>		<u>105,803</u>
<b>Lawrence-Douglas County Health Department:</b>		
<b>U.S. Department of Agriculture</b>		
Kansas Department of Health and Environment		
Supplemental Food Program for Women, Infants and Children (WIC)	10.557	275,036
<b>U.S. Department Of Health And Human Services</b>		
Kansas Department of Health and Environment		
Family Planning, Title X	93.217	173,840
Child Care Licensing	93.575	73,840
Maternal and Child Health	93.994	28,815
Immunization Action Plan	93.268	22,509
Public Health Emergency Preparedness	93.069	267,396
Chronic Disease Risk Reduction/Enhancement	93.283	16,412
Teen Pregnancy Case Management	93.778	38,778
Migrant Worker Income	93.224	257
HIV Counseling and Testing Site Program	93.118	4,691
Sexually Transmitted Disease Control programs	93.977	2,200
Medical Reserve Corps Small Grant Program	93.008	1,090
Refugee Health Assessments	93.xxx	2,800
<b>Total U.S. Department Of Health And Human Services</b>		<u>632,628</u>
		<u>\$ 1,044,354</u>

# DOUGLAS COUNTY, KANSAS

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## NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

December 31, 2009

### 1. Organization

The accompanying schedule of expenditures of federal awards presents the activity of all federal award programs of Douglas County, Kansas (the County) and its discretely presented component unit, Lawrence-Douglas County Health Department (the Health Department), for the year ended December 31, 2009. All federal awards received directly from federal agencies, as well as federal awards passed through other governmental agencies, are included on the schedule.

### 2. Basis Of Presentation

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the County and the Health Department and is presented on the modified-accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

**DOUGLAS COUNTY, KANSAS**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**December 31, 2009**

**Section I - Summary Of Auditors' Results**

**Financial Statements**

Type of auditors' report issued: Unqualified

Internal control over financial reporting:

- Material weakness(es) identified?  yes  no
- Control deficiency(ies) identified that are not considered to be material weakness(es)?  yes  none reported

Noncompliance material to financial statements noted?  yes  no

**Federal Awards**

Internal control over major programs:

- Material weakness(es) identified?  yes  no
- Control deficiency(ies) identified that are not considered to be material weakness(es)?  yes  none reported

Type of auditors' report issued on compliance for major programs: Unqualified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133?  yes  no

Identification of major programs:

CFDA Number	Name Of Federal Program Or Cluster
10.557	Women, Infants, and Children
93.069	Public Health Emergency Preparedness

Dollar threshold used to distinguish between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee?  yes  no

## DOUGLAS COUNTY, KANSAS

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### SCHEDULE OF FINDINGS AND QUESTIONED COSTS (*Continued*) December 31, 2009

#### **Finding 2009-6**

**Condition:** The County was not able to provide a comprehensive listing of federal expenditures for the County as a whole. A listing was provided for the Lawrence-Douglas County Health Department, but a comprehensive listing including all programs for the County was not provided and was not easy to identify and compile during fieldwork.

**Cause:** During planning for the County and the Lawrence-Douglas County Health Department A-133 work, it was determined that the County does not have a system in place to centrally track all federal funding related to the County. There is a system in place at the Lawrence-Douglas County Health Department to track and monitor their grants. However, there is not a County-wide system in place to pull all federal programs together into one comprehensive listing. The County does not have an individual or a department with the knowledge to administer and track the spending for each federal program. In addition, there is not an individual or department with a working knowledge of general grant compliance and the requirements of Circular A-133.

**Recommendation:** We recommend that all federal grants be tracked centrally and that the County devote the required resources to appoint someone to oversee expenditures of and compliance for various grant programs.

**Corrective Action Plan:** We concur with this finding. The County acknowledges that centrally tracking federal grant activity will provide for the proper tracking of programs and improve compliance with federal requirements. The County will consider this to be an important feature to request in the acquisition of a new financial system. In the meantime, the County will stress the importance of this accounting to staff.

**Completion Date:** December 31, 2011

**Contact Person and Title:** Sarah Plinsky, Assistant County Administrator

## DOUGLAS COUNTY, KANSAS

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### SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

December 31, 2009

**Finding No: 2008-1**

**Agency and**

**Federal Program:** US Department of Agriculture  
Women, Infants, and Children (WIC)

**CFDA No:** 10.557

**Criteria:** WIC applicants must present proof of identity and residency at certification.

**Condition:** Proof of residency and identification could not be located for one applicant.

**Questioned Cost:** Not determined.

**Effect:** Support for proof of residency and identification could not be tested.

**Recommendation:** All WIC applicants must be required to provide proof of identity and residency. We also recommend that records be retained.

**Corrective Action Plan:** Responsible officials agree and will implement recommendations.

**Status:** Health Department still does not retain proof of identity and residency, as this is not required by the State or the federal program. This finding is not repeated as no issues were noted in the current year testing and retention of proof not required.

**Finding: 2008-2**

**Agency and**

**Federal Program:** US Department of Agriculture  
Women, Infants, and Children (WIC)

**CFDA No:** 10.557

**Criteria:** A professional authority must determine that the WIC applicant is at nutritional risk. A family member must be pregnant, postpartum, a breast feeding woman, an infant, or a child up to the age of five.

**Condition:** Information for one applicant was missing regarding the individual nutritional risk or status as pregnant, postpartum, a breast feeding woman, an infant, or a child up to the age of five.

**DOUGLAS COUNTY, KANSAS**

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**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS**

**December 31, 2009**

**Questioned Cost:** Not determined.

**Effect:** Support for nutritional risk and status as an eligible family member could not be tested.

**Recommendation:** All WIC applicants must be determined to be a nutritional risk and be either pregnant, postpartum, a breast feeding woman, an infant, or a child up to the age of five.

**Corrective Action Plan:** Responsible officials agree and will implement recommendations.

**Status:** Corrected



Let's celebrate National Public Health Week!  
April 4 – 8, 2011

Monday, April 4

Kickoff

Tuesday, April 5

Staff Appreciation Breakfast sponsored by administrative staff  
8:30 a.m. – 9:30 a.m. in the Second Floor Conference Room C

Wednesday, April 6

Kay Kent Award and Staff Appreciation Luncheon – We hope everyone will attend!  
12:00-1:00 Second Floor Conference Room A and B

Thursday, April 7

Lunch and Learn – Topic and Speaker TBD (presentation from 12:10-12:30)  
12:00 – 1:00 in the Second Floor Conference Room A and B

Friday, April 8

Public Health Jeopardy  
12:00 – 1:00 in the Second Floor Conference Room A and B – we will make time to eat and to play!



## Stull, Allen celebrate anniversaries at agency

Two Health Department employees were recognized at this month's general staff meeting for their years of service at the agency.



Andrew Stull

**Andrew Stull**  
If you know Andrew, you may think he's one of the most easygoing people you have ever met. It's that

personality that makes Andrew Stull, who marked 10 years as an Environmental Health specialist on Feb. 26, so good at his job, said Environmental Health Director **Richard Ziesenis**.

Being firm yet kind while enforcing regulations is a balancing act, Richard said.

"... The last thing you want is someone who's arrogant and can't deal with people," he added.

Though his job has changed over time and changed back again (including when he was the county's sole restaurant inspector), Andrew has adapted and learned quickly.

"He knows when to ask questions and knows when he feels comfortable enough to



Cary Allen

make decisions out in the field, too," Richard said.

Andrew is reinforcing what he knows by working toward a master's degree in public health and has completed six hours in the program at the University of Kansas.

Andrew's family life has changed a lot since taking the position at the Health Department – his first

See 'Employees' on page 2

## From the Director

Please join me in thanking **Jennie Henault** for nominating **Jennifer Hayward** and **Lisa Horn** for the 2010 Kay Kent Excellence in Public Health Service Award. A nomination from your co-worker is high praise and meaningful to those nominated, regardless of the final outcome.

In reviewing the nominations it seems apparent that Jennie saw the following common traits in both Jen and Lisa. They both manage change in positive ways, they focus on team first and they take pride in their work seeing it as a reflection of their character.



"Her vision and leadership on this project (accounting software purchase) have been invaluable to me," Jennie wrote about Jen.

Jennie wrote about Lisa, "Lisa has done an amazing job at growing the Health Department's presence this year through social media and our annual report."

This year, and in future years, the nominations are reviewed by past Kay Kent Excellence in Public Health Service Award winners who take the time to discuss each nominee fully and ultimately select their recommendation which is forwarded to the Health Board for final acceptance. This process was completed at the February board meeting where the board accepted the group's recommendation and approved this year's award winner.

See 'Director's note' on page 2

## Kay Kent Award nominees, Public Health Week plans announced

By *Rebecca Lo*  
*Special to FYI*

This year's nominees for the Kay Kent Excellence in Public Health Service Award are **Jennifer Hayward** and **Lisa Horn**. Both employees were nominated by **Jennie Henault**, Director of Administrative Services.

**Jennifer Hayward**, accountant, has worked at the Health Department since March 2008. A typical day for her is spent working on financial reports, grants, data and most recently integra-

tion of a new accounting software that will significantly help track grants and budgets more accurately.

Jennie nominated Jennifer for her excellent work ethic and her ability to creatively capture data. Henault noted the outstanding quality of Hayward's behind the scenes day-to-day projects.

"She does so many things behind the scenes for the entire agency that are never recognized or acknowledged," Jennie said.

**Lisa Horn**, Communications Coordinator, has worked at the Health Department since October 2007. Her position includes updating the agency's website, communicating with the media and presenting to the community at health fairs. She recently completed the annual report bringing together all the skills she uses on a daily basis including writing, photography and design. Jennie nominated Lisa for her excellence in, "growing the Health Department's presence through-



Jennifer Hayward, left, and Lisa Horn, right, are this year's Kay Kent Excellence in Public Health Service Award nominees.

See 'Award' on page 2

# Staff news ~

## City commission candidates to visit agency

City commission candidates Sven Alsturm, Hugh Carter, Michael Dever, Michael Machell and Bob Schumm will visit the Health Department March 21. The candidates have been invited to meet the board members and learn more about the Health Department's work.

## Paul Liechti reappointed to health board

**Paul Liechti**, who has served on the Lawrence-Douglas County Health Board since 2008, has been reappointed to serve a second term on the board. The longtime Lawrence resident serves as the assistant director of the Kansas Biological Survey at the University of Kansas.

## Kansas Kids Fitness Day in need of volunteers

Three Health Department volunteers are needed to staff the "Hygiene/Nutrition" station at the annual Kansas Kids Fitness Day Friday, May 4 at the University of Kansas Memorial Stadium. The activities at this station will include hand washing, drink of water (hydration), orange slice and nutrition nugget. See **Janelle Martin** or **Karen Flanders** to sign up!

## Quarterly luncheon scheduled for Tuesday, March 22

A Mexican fiesta will be the theme for the first quarter luncheon Tuesday, March 22 in the second floor meeting room C. The lunch will be from noon to 1 p.m. Please sign up to bring your favorite item on the sign-up sheet in the lunch room.

## Director's note: Public Health Week celebrates all staff

### Continued from page 1

I look forward to our celebration of public health week this April and the opportunity to recognize the work of Jen and Lisa. Please join me in congratulating them as well as our past award winners **Sue McDaniel**, **Charlotte Marthaler** and **Kim Ens**. They, along with all of you, make this department a great asset to our community and a great place to work.

ating them as well as our past award winners **Sue McDaniel**, **Charlotte Marthaler** and **Kim Ens**. They, along with all of you, make this department a great asset to our community and a great place to work.

## Award nominees announced

### Continued from page 1

out the community, state, and worldwide. "

Two years ago, the annual report Lisa designed and gained national recognition, winning the award for best annual report from the National Public Health Information Coalition (NPHIC).

The 2011 Kay Kent award winner will be announced on April 6 at the National Public Health Week/staff appreciation luncheon. Be sure to congratulate and thank the two outstanding nominees for their contributions to the Health Department and public health.

## Olimpia Tyner competes in 'Nuestra Belleza Latina'

**Olimpia Tyner**, WIC/Clinic Assistant, is on a leave of absence as she competes in the Univision channel's "Nuestra Belleza Latina" show. The modeling and talent show is a Spanish-speaking combination of "America's Next Top Model" and "American Idol."



Olimpia Tyner

Olimpia will compete in several categories including swimsuit, talent and elocution. She will film the show until the end of March in Miami. Univision broadcasts each week's episode on Sunday evenings.

The station is available on the silver package on Knology cable channel 100. For Dish Network subscribers, you can find the show on channel 270. Buena suertes, Olimpia!

## Employees mark Health Department anniversaries

### Continued from page 1

job after he graduating from Missouri Southern State University in 2001. He married his wife, Dawn, and they have had three children – Gabrielle, Emily and Joshua – since then.

Andrew said he enjoys the variety his job offers – from educating a homeowner about the effects of lead-based paint to helping a resident find cost share funding to help in the expense of building a new septic system.

"I just enjoy being able to help, educate and be a reference point for people," Andrew said.

### Cary Allen

**Cary Allen** has a love for her job and it shows.

"Cary is so effective as a breastfeeding peer counselor because she's passionate about breastfeeding and caring of the population she serves," said **Jennifer Church**, WIC Coordinator.

The WIC Breastfeeding Peer Educator celebrated her five-year anniversary at the Health Department in February.

"It sounds cheesy, but I feel like I'm making a difference," said

Cary, who is married to Bill Allen. They have four children – Lily, Sam, Henry and Ida.

Cary helps families of all ages and backgrounds become successful at breastfeeding. She's learned about human relations and how an approach that works for some people doesn't necessarily work for all. This, she said, can be one of the toughest parts of reaching out to clients.

Since taking the position, Cary has started two new breastfeeding-related events at the agency – Walk-in Wednesdays (a weekly meeting to support breastfeeding clients) and a special breastfeeding "shower" for moms and babies each year during World Breastfeeding Awareness Week.

"Breastfeeding has been a big part of who I am as a mother, so I guess that's where the passion comes from," Cary said.

And though her part-time status only has her in the office 14 hours a week, Cary said staff have made her feel like a "full-time" member of the Health Department team.

"... I really feel like a part of something here," she said.

# READY REPORT



A quarterly publication providing preparedness information for all residents of Douglas County



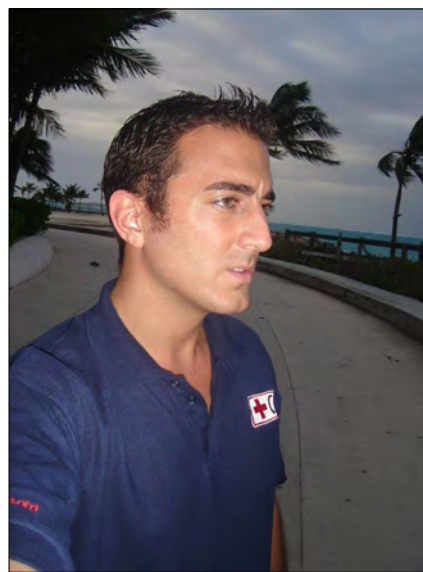
March 2011

## Special points of interest:

- Community Forum to be held on Tuesday, March 29 to address managing volunteers in times of disaster. RSVP at [bit.ly/tpforum2011q1](http://bit.ly/tpforum2011q1)
- Tornado drill scheduled for Thursday, March 10
- Together Prepared website needs feedback from Douglas County residents

## FEMA to present on managing volunteers in disasters

More than ever, we have seen the importance of volunteers as a resource to serve the most vulnerable people in our community.



Jono Anzalone, Regional Voluntary Agency Liaison at FEMA Region VII, presents at the Together Prepared community forum on March 29. Jono is responsible for coordinating with voluntary organizations active in disaster.

During times of disaster, the value of volunteers is even more evident as they are likely to be drawn on to support community-based organizations

(CBOs) in providing disaster relief services. Without adequate planning before a disaster, volunteers who respond spontaneously and without appropriate training and qualifications can easily overwhelm the capabilities of CBOs. In some cases, though, there may be no way to respond sufficiently to the needs of the most vulnerable without the use of spontaneous volunteers. This paradox demonstrates the need to plan beforehand for

the effective use of spontaneous volunteers in times of disaster.

Together Prepared, an initiative to improve disaster planning for vulnerable populations in Douglas County, is sponsoring a community forum to address the issue of managing volunteers in times of disaster. The forum will be held from **11:30 a.m. to 1 p.m. on Tuesday, March 29**, at the Community Health Facility, 200 Maine St. in Lawrence. Together Prepared is pleased to welcome Jono Anzalone, Regional Voluntary Agency Liaison from FEMA Region VII, as the guest presenter for this forum. The event is free and open to the public. RSVP at [bit.ly/tpforum2011q1](http://bit.ly/tpforum2011q1).

Together Prepared is a coalition of agencies formed in fall 2007 to ensure that vulnerable populations in Douglas County are included in emergency planning.

## Inside this issue:

Tornado drills	2
Children in disasters	2
Together Prepared website	3
Weather 101	3
Severe Weather Symposium	3
Disability discrimination ruling	4

## Together Prepared hosts community forum on severe winter weather

Together Prepared hosted a quarterly forum for community-based organizations on Dec. 7, 2010. Matt Elwell, Channel 6 News Chief Meteorologist, presented on severe winter weather followed by a table top exercise facilitated by Charlie Bryan, Community Health Planner at the Lawrence-Douglas County Health Department, and Teri Smith, Emergency Management Director.

Twenty-three people attended, providing representation from several local agencies serving vulnerable populations. Representatives from Cottonwood, Inc., Douglas County Emergency Management, Independence Inc., Jayhawk Area on Aging, Lawrence Public Library, Lawrence-Douglas County Health Department, Lawrence-Douglas County Housing Authority,

*(Continued on page 2, Severe winter weather)*

## Severe winter weather (cont'd)

(Continued from page 1)



Forum participants discuss the 2009 Christmas Eve snowstorm and the impact severe winter weather has on vulnerable populations.

Project LIVELY, KU Research and Training Center on Independent Living, and the Medical Reserve Corps came together in small discussion groups to converse about the 2009 Christmas Eve snowstorm that wreaked havoc on Douglas County.

The tabletop exercise provided an opportunity for attendees to evaluate lessons learned from their involvement in Together Prepared and to improve preparedness for their agency and clients. This collaboration between agencies served as a time to learn about different resources and preparedness information to bring back to their agencies.



Forum participants discuss the 2009 Christmas Eve snowstorm and the impact severe winter weather has on vulnerable populations.

## Tornado drills scheduled for Severe Weather Awareness Week

Severe Weather Awareness Week, March 7-11, is designed to prepare residents for severe weather that often strikes in Kansas and throughout the Midwest.

The National Weather Service will issue a simulated tornado watch and warning at **1:30 p.m., March 10**. Residents and businesses are encouraged to practice severe weather plans and go to safe areas during the test. The National Oceanic and Atmospheric Administration (NOAA) weather radio system will also be activated, and the outdoor warning system will be tested by Douglas County Emergency Management.

*“Kansas Severe Weather Awareness Week is the perfect time to create and practice severe weather plans at home, school, work or any other places people frequent.”*

Citizens of Douglas County live each day with the risk of severe weather. “Kansas Severe Weather Awareness Week” is the perfect time to create and practice severe weather plans at home, school, work or any other places people frequent. All Douglas County residents are encouraged to purchase an All Hazard NOAA Weather Radio and should be aware of the appropriate steps to take to ensure safety if or when severe weather strikes their location.

A Tornado Safety Checklist is available at [www.redcross.org/www-files/Documents/pdf/Preparedness/checklists/Tornado.pdf](http://www.redcross.org/www-files/Documents/pdf/Preparedness/checklists/Tornado.pdf).



Parents and caregivers play a critical role in helping children learn how to cope with severe weather and other emergencies.

## American Academy of Pediatrics supports children in disasters

Nearly 18 percent of the Douglas County population are children younger than 18 years of age. Parents, other family members and caregivers are in a wonderful position to advocate for the children in their care during and after a disaster.

Guidance on how to communicate with children in the wake of a disaster and links to a readiness kit to help families handle disasters are available at the American Academy of Pediatrics (AAP) website, [www.aap.org/](http://www.aap.org/)

[disasters/](http://www.aap.org/disasters/). AAP represents the nation's pediatricians, doctors devoted to taking care of infants, children and teenagers.

AAP's **The Youngest Victim: Disaster Preparedness to Meet Children's Needs** explains why children are at increased risk or are more vulnerable in a disaster. The document is available online at [www.aap.org/disasters/pdf/Youngest-Victims-Final.pdf](http://www.aap.org/disasters/pdf/Youngest-Victims-Final.pdf).

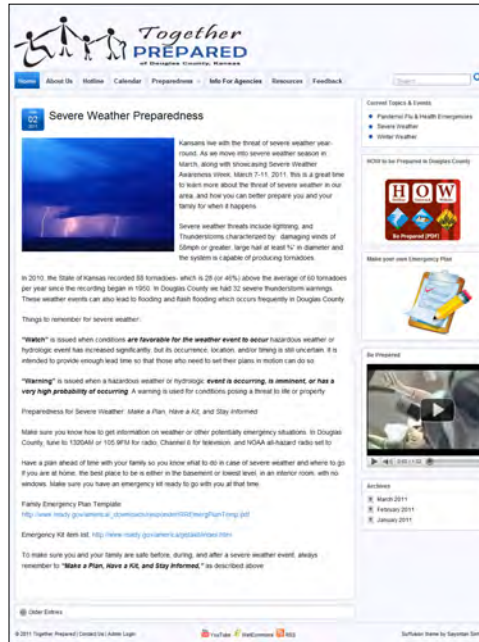
## Douglas County Public Information Center plans announced

Emergency service agencies in Douglas County are developing an additional method for providing public health, disaster and emergency information to the public. The Douglas County Public Information Center is an outgrowth of the Together Prepared Coalition in Douglas County, which focuses on serving vulnerable populations in this area. Aided by grant funding provided to the Lawrence Public Library and the Lawrence-Douglas County Health Department, the Public Information Center comprises a telephone information hotline that local officials can activate during an emergency or disaster situation, an information outreach program provided via the bookmobile from the Lawrence Public Library, and the Together Prepared website [www.togetherprepared.org](http://www.togetherprepared.org).

The new Information Hotline will provide an additional means for these populations, as well as the general public, to receive emergency information during a public health threat, natural or man-made disaster, terrorism, or other designated event. When the Information Hotline is activated by local officials, the telephone

number will be announced via local media, and trained volunteers will staff a bank of telephones located at the Lawrence Public Library to provide information to citizens by telephone. Information about the event will be released by the Douglas County Emergency Operations Center to local media, posted on the Together Prepared website, and provided to the call-takers for the Information Hotline. When the Information Hotline is not active, a recorded message will refer callers to the Together Prepared website.

Training for community volunteers interested in staffing the Information Hotline during emergency event activations will begin soon. Local citizens interested in volunteering for this service should contact Pattie Johnston at the Lawrence Public Library at 785-843-3833 or via e-mail at [johnston@lawrence.lib.ks.us](mailto:johnston@lawrence.lib.ks.us).



The Together Prepared website, [www.togetherprepared.org](http://www.togetherprepared.org), is an online resource for preparing all citizens of Douglas County as well as organizations that serve vulnerable populations.

## Weather 101 and Severe Weather Symposium offered to public

Two weather-related training events are scheduled in March and are open to the public.

The Weather 101 workshop will take place on Thursday, March 10, from 7 to 9:00 p.m. at South Junior High School (2734 Louisiana) in Lawrence. This basic severe weather class is free and open to the public. No registration required.

The annual Emergency Management Severe Weather Symposium takes place on Saturday, March 19, from 7 a.m to 12:45 p.m. at the Lawrence Arts Center.

This training is also open to the public and is geared toward emergency managers, storm spotters, media, meteorologists and weather enthusiasts. Advanced registration is required, and the fee for the symposium is \$15.

Training includes advanced storm development, spotter safety and spotter reports. Presenters include experts from the National

Weather Service and the private sector. Training concludes with a round table discussion with local television meteorologists.

More information at <http://bit.ly/dRCwwr>.



The Weather 101 Workshop is free and open to the public on Thursday, March 10, from 7-9 p.m. at South Junior High School.



The Severe Weather Symposium is open to the public and costs \$15.



Together Prepared  
Lawrence-Douglas County Health Department  
200 Maine Street, Suite B  
Lawrence, Kansas 66044

Phone: 785-856-7357  
Fax: 785-843-3161  
E-mail: [togetherprepared@ldchealth.org](mailto:togetherprepared@ldchealth.org)

**Enhancing readiness through training and education so that a disaster's impact on vulnerable populations is minimal.**



We're on WellCommons!

[wellcommons.com/groups/together-prepared](http://wellcommons.com/groups/together-prepared)

*Together Prepared exists as a coalition of agencies formed in 2007 to ensure that vulnerable populations in Douglas County, Kansas are included in emergency planning.*

*The Together Prepared coalition members include*

[Bert Nash Community Mental Health Center](#)

[Cottonwood, Inc.](#)

[Douglas County Emergency Management](#)

[Independence, Inc.](#)

[Lawrence-Douglas County Health Department](#)

[Lawrence-Douglas County Housing Authority](#)

[Lawrence Public Library](#)

[Success By 6 Coalition of Douglas County](#)

[United Way Roger Hill Volunteer Center](#)

[University of Kansas Research and Training Center on Independent Living](#)

## Federal court rules city discriminates against people with disabilities in emergency planning

In a landmark decision announced on Feb. 11, 2011, a federal court ruled that the City of Los Angeles violated federal law, including the Americans with Disabilities Act, by failing to meet the needs of its residents with disabilities in planning for natural and other disasters. As the first such decision in the country, this ruling has national implications.

The ruling highlights a national problem evident during Hurricanes Katrina and Rita, when people with disabilities, including many seniors who were seriously ill, were left behind to die

because of a lack of disability planning.

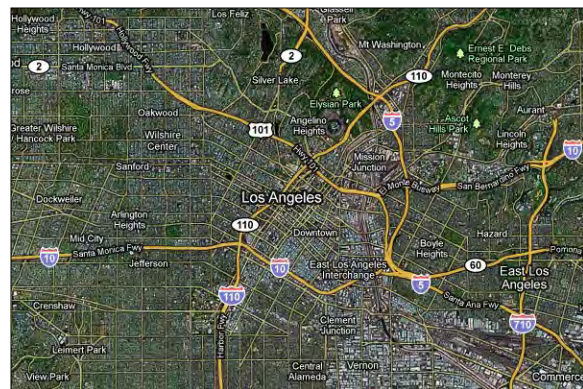
Federal Judge Consuelo B. Marshall held: "[T]he Court finds that Plaintiffs are denied the benefits of the City's emergency preparedness program because the City's practice of failing to address the needs of individuals with disabilities discriminates against such individuals by denying them meaningful access to the City's emergency preparedness program."

The Court further held that "Because of the City's failure to address their unique needs, individuals

with disabilities are disproportionately vulnerable to harm in the event of an emergency or disaster."

The Court ordered the

city to meet with the plaintiffs within three weeks to prepare a proposal for remedying the violations.



**The City of Los Angeles violated federal law in failing to meet the needs of residents with disabilities in planning for emergencies.**