

PUBLIC HEALTH SOLUTIONS District Health Department

Board of Health

August 18, 2016

Board Members in Attendance:

Larry Cerny, Linda Ament, Janet Henning, Judy Henning, John Hill, Dr. Bruce Kennedy, Mark Schoenrock, Paul Utemark

Board Members Present via Telephone:

NA

Board Members Absent:

Trudy Clark, Jeremy Christiansen, Dave Bruning, Dr. Jenna Cook

Staff Members in Attendance:

Jane Ford Witthoff, Health Director; Sonya Williamson, Fiscal Aide; Jenik Davis, Administrative Assistant

Presenters: Carmen Chinchilla, Dental Program Coordinator; Jill Kuzelka, VetSET/CHW and Kate Lange PHN

Call to Order:

The meeting was called to order at 8:30am by Larry Cerny. (Attendees appear above).

Notice of the meeting was given in advance thereof by posting as required by law. It was stated a copy of the Open Meetings Act is posted in the meeting room, which is accessible to members of the public.

Approval of Agenda:

The agenda was reviewed.

Janet Henning moved to accept the agenda, seconded by Linda Ament. All voted aye, motion #1 carried.

Approval of Minutes:

Meeting minutes from May 19th were emailed before the meeting and distributed at the onset of the meeting.

Judy Henning moved to accept the minutes, seconded by John Hill. Motion #2 carried. Janet Henning sustained.

Public Hearing opened.

Financial Report:

Financial reports through July 2016 were emailed to all board members prior to the meeting. Sonya Williamson gave a summary of the financial reports.

Judy Henning moved to approve the financial report, seconded by John Hill. All vote aye, motion #3 carried.

Minutes of PHS Board of Health Meeting

Directors Report:

The Director reported that budget adjustments were continuing given that revenue will not be adequate for proposed budget expenditures, we received notice that the last year of funding (\$150,000) for the Saving Rural Hearts program has been withdrawn, Vet/Set has been awarded carryover funds, an application for an accreditation grant through NACCHO will be submitted, Adam Zobel has left the department for Medical School, staff evaluations are continuing, still waiting to hear from FEMA about claims, and flu mist will not be given through the SKIP Flu program. In response to the question about the CDC action to recommend that the Flu Mist not be used, the Board was advised that CDC stated that the Flu Mist was determined to be ineffective in conferring immunity.

Lease or Purchase of Vehicles: Discussion

The annual mileage reimbursement totals about \$31,100. The question is whether it would be beneficial for the department to purchase or lease cars to reduce expenses and to reduce liability. Currently PHS has two operation vehicles. The third vehicle has been out of service because the air conditioner needs to be replaced.

It was noted that PHS employees should not be transferring clients in their privately owned vehicles, due to liability issues. If any transporting needs to be done, it will need to be done with PHS owned vehicles, or help individuals setup public transportation.

This discussion will continue, when information is assembled regarding options for purchasing, leasing and mileage reimbursement comparisons.

Dental Services: Action

Carmen Chinchilla, Dental Coordinator, briefed the members regarding the Life of Smiles: Post Grant Proposal. The proposal included options for the continuation of school based dental services.

There was a brief discussion, as to why some figures of schools were considerably lower than others. Carmen, reported that some schools are not interested in preventive dental services beyond basic screening of the kids. to having PHS bring dental services into the schools. Some members indicated that they are going to reach out to the schools in their counties to see if there is a reason for this.

The Board agreed that the proposal should be implemented knowing that expenses will need to be tightly watched.

Computer Replacement Plan: Approval

A timeline showing the age of computers that are currently being used by staff was reviewed. A three year replacement plan is being recommended. It is recommended that 5 be replaced each year. This replacement is not currently included in the budget. Options for adjustments in planned expenditures were discussed. It appears that two could be purchased from the current general supplies budget. Other areas of the budget would be examined as well. There also may be options to purchase computers from grant funds. It was agreed that this should be a priority. Staff will work to implement the plan and will report progress to the Board.

Judy Henning moved to approve the computer replacement plan, seconded by John Hill. All vote aye, motion #4 carried.

Community Health Needs Assessment: Approval

PHS will be conducting a Community Health Needs Assessment. It is composed of three parts: an analysis of data, distribution of a needs assessment survey and public meetings. A draft of the survey instrument was distributed. The members asked to review and approve the survey before it is distributed. In addition the Board requested that a survey of health care providers be developed as well.

Minutes of PHS Board of Health Meeting

Integration of Behavior Health and Primary Care: Report

Kate Lange, Public Health Nurse/RAED Coordinator and Jill Kuzelka, VetSET Coordinator/Community Health Worker, gave a report on a conference that took place in New Orleans, LA. Along with them, two community representatives went as well: Stephanie Knight from FCHC, and Chad Jurgens from JCHC.

The conference provided insight on how to integrate behavior health in multiple facilities throughout communities. It was recommended that a new Suicide Risk Rating Scale should be implemented to get practitioners and others comfortable with determining risk. This tool is thought to be the most efficient and comfortable scale on determining if someone is at risk.

Jill, Kate and Jane will be meeting with Stephanie Knight, and Paul Utemark at the end of the month, to discuss how we should move forward to implement the use of this tool.

A video was shown, and a handout given to the board by Kate Lange.

Public Hearing:

Judy Henning moved to close the Public Hearing, seconded by Janet Henning. All vote aye, motion #5 carried.

Budget Acceptance:

Janet Henning moved to accept the present budget summary for the upcoming FY2017, seconded by Mark Schoenrock. All vote aye, motion #6 carried.

There was discussion of the need to meet with our legislative representatives. Additional funds are needed if PHS is to maintain viability. There was also discussion of the importance of our partnerships with the hospitals. There has been some discussion about a potential legislative initiative to include hospitals in a tighter partnership with LHDs. Short of that it was agreed that the administrators should be invited to an upcoming Board meeting to discuss issues of common interest.

Being no further business the meeting was declared adjourned at 10:25am.

Minutes prepared by Jenik Davis

MJFW