



**Peoria County Board of Health
Community Health Services Committee Meeting
February 5, 2015**

PRESENT: Nora Sullivan
Rev. Duren
Dr. Na'Allah

ABSENT: Dr. Hippler

STAFF PRESENT: Greg Chance, Public Health Administrator
Kristin Grubb, Administrative Assistant
Melissa Hall Adamson, Director of Community Health Policy & Planning/Assistant Administrator
Kristin Thornburg, Interim Director of Child & Family Health
Dr. Sue Bishop, Director of Dental
Monica Hendrickson, Epidemiologist

OTHERS PRESENT: Dr. Shruti Pore, OSF Dental Resident

Summary of Action Items:

- Approved meeting minutes of November 19, 2014
- Approved Strategy for Board Development of Public Health Policy
- Set Meeting Schedule for Remainder of 2015

Follow-up Issues for Next Meeting:

- County Health Rankings
- Issues for utilizing Public Health Policy Framework

Meeting Minutes

Meeting was called to order at 5:45 pm by Ms. Sullivan. There was not a quorum present.

There were no public comments.

Ms. Adamson reviewed a proposed strategy for Board development of Public Health Policy; she distributed a handout with more information regarding step two the proposed process. Mr. Chance stated that, if adopted, the March Committee meetings will include discussions regarding policy issues embracing this framework. There are existing issues for which this framework could be used; an example is the sugar sweetened beverage tax. Mr. Chance stated that the three areas of the Community Health Improvement Plan would be good starting points for utilizing the framework.

Dr. Na'Allah entered the meeting at 5:55 pm. With a quorum now present, a motion was made by Rev. Duren to approve the meeting minutes of November 19, 2014. Motion was seconded by Dr. Na'Allah. Motion carried (3, 0).

A motion was made by Rev. Duren to approve the strategy for Board Development of Public Health Policy. Motion was seconded by Dr. Na'Allah. Motion carried (3, 0).

In the next item of business, Mr. Chance stated that a request was made at the December Board of Health meeting for a narrative report regarding the current Strategic Plan status. This report was included in the agenda packet and reflects achievements and challenges. Mr. Chance stated that one of the more challenging areas has been the development of a process for public health policy development, which the Committee just discussed and took action on. Another challenging area has been engaging the public regarding the Community Health Improvement Plan. There has been success with the community health system stakeholders i.e. District 150. Mr. Chance stated that there have been significant strides regarding strengthening the workforce. He added that Ms. Hendrickson is attempting to develop relationships in order to obtain access to data. Performance Management is ongoing; the 2015 Performance Management Plan will be an action item on the agenda for the February Board of Health meeting. Mr. Chance stated that the Administration & Governance Committee directed him to contact McAlpine Consulting regarding development of the next Strategic Planning effort. The current Strategic Plan ends at the end of this year. A proposal will be taken to the Board at its February meeting. In response to a question from Rev. Duren regarding development of employee's soft skills, Mr. Chance stated that, as new employees are hired, they will be provided the Dale Carnegie training. There is also a Dale Carnegie Champions Workgroup that will be working to continue reinforcement of the Dale Carnegie standards.

In the next item of business, Mr. Chance stated that the 2014 Performance Management outcomes for the program areas in Community Health Services were included in the agenda packet. As previously mentioned, the 2015 Performance Management Plan and goals will be on the agenda for the February Board of Health meeting. There was discussion regarding the 2014 Vital Records customer satisfaction measure not being met. Mr. Chance stated that the strategy for how customer satisfaction survey questions are written is being revisited. He added that, since there are two distinct populations that visit Vital Records (the public and funeral homes), there may need to be different sets of questions. There was also discussion regarding the Child & Family Health measure of a healthy BMI in children. Ms. Thornburg stated that the goal was set too high and should have been scaled back. Regarding what to focus on for this issue, she stated that secondary education and ways to keep children on WIC after one year of age are being looked at.

In the next item of business, Mr. Chance stated that he wanted to get the Committee's opinion regarding conducting an event around the County Health Rankings which will be released on March 25th. He stated that the Rankings Report has been used to emphasize what influences health outcomes. Mr. Chance stated that in recent years, a press release has been sent out regarding the Report; however, the first year the Report came out a town hall meeting was held. Ms. Sullivan stated that there was no call to action after the town hall meeting was held. She added that the policy development framework could be utilized to help the Board decide what to do. It was decided that once the Report is released and it is known where Peoria County ranks, the Board can determine how to proceed.

In the next item of business, Mr. Chance stated that Healthy Central Illinois (HCI) recently adopted a Statement of Purpose for the Regional Population Health Improvement Collaborative. The Statement of Purpose assists with the framework of the effort. The Institute for Healthcare Improvement is working with HCI on this collaborative. Mr. Chance stated that Dr. Trachtenberg currently represents the Board of Health on the HCI Board; however, his schedule has not been conducive for him to attend meetings. It may be necessary for a different Board of Health member to be appointed to the HCI Board. Dr. Hippler is also on the Healthy Central Illinois Board.

In the next item of business, Ms. Hendrickson summarized the 2014 Quarter 2 Mortality Data. She added that the yearly report will have national rates.

In the next item of business, the Committee decided to hold its remaining 2015 meetings on the third Thursday of every other month at 5:30 pm. Dates are March 19th, May 21st, July 23rd, September 24th and November 19th.

In the next item of business, Mr. Chance stated that discussions have occurred with OSF and Unity Point regarding the conduct of the next Community Health Needs Assessment. Hospitals are required to conduct this assessment every three years while health departments are required to do so every five years. Larry Weinzimmer from Bradley will be providing the data to the hospitals for the assessment. Mr. Chance and Ms. Hall Adamson met with Mr. Weinzimmer, who is supportive of the Health Department being involved in the assessment. Mr. Chance stated that how to conduct the assessment as a collaborative effort needs to be solidified and, due to the time frame, he will be asking the Board's permission to seek an extension of the time frame from IDPH for submission of the Health Department's Assessment & Community Health Improvement Plan. He added that, the previous IDPH Director had stated that, if a Health Department is accredited, its certification cycle could be aligned with the accreditation cycle. Nonetheless, Mr. Chance stated that the priority is to collaborate with the hospitals on the Community Health Assessment.

Mr. Chance stated that with Mr. Fenton's retirement, Ms. Thornburg is the Interim Director of Child & Family Health. The management framework of this program area is being evaluated. Mr. Chance held focus groups with Child & Family Health program staff. The WIC program is funded for a caseload of 5,137 per month; however, the monthly caseload has not been reached for a number of years. Last month, WIC's caseload was approximately 80% of the funded number.

Ms. Hall Adamson stated that the MOUs and grant agreements for the Obesity initiative have been signed. She distributed a handout regarding the program implementation and provided an update regarding marketing materials and a communications plan.

Dr. Bishop discussed issues with public aid managed care entities related to billing.

Being no further business, the Committee adjourned at 6:55 pm.