

AITKIN-ITASCA-KOOCHICHING COMMUNITY HEALTH BOARD

Summary Minutes

Meeting Date: October 9, 2014

Meeting Site: Itasca Resource Center, Grand Rapids, MN

Introductions: The Board and others present provided self-introduction.

Financial Information:

- Karen Benson, Grants Manager reviewed the financial reports for various grants. Overall grants expenditures were on target for the year. Upon a motion from Laurie Westerlund, seconded by Ihleen Williams, the Financial Report was approved.

Administrative Information:

- **Aitkin County CHS Board Representatives** – Terms of office expire on December 31, 2014 for Aitkin County members of the Community Health Board. Current members are eligible for reappointment to a 3 year term on the Board.
- **Triad Update** - PH supervisors /directors and H&HS directors met as the Triad Group in International Falls. This group has now broken out into a Subcommittee to address MDH deliverables. There have been many working meetings and they are producing the working product of the deliverables for the Community Health Assessment process.
- **CHS Audit Report** – Board members received copies of the CHS Audit Report. This was completed by the firm of Hoffman, Dale and Swenson. Grants Manager Karen Benson met with him to review all financial records of the Community Health Board. Chair McBride noted that all records for the Community Health Board appear to be in good shape.
- **Electronic Medical Records (CHAMPS)** – Family Home Visiting staff from all 3 counties met on October 2 and finalized 8 more pathways. All 3 counties are increasing use of this system and are developing various ways to utilize the electronic records.
- **Community Health Conference** – The annual Community Health Conference was held September 17-19, 2014. Our Community Health Board was well represented with Board members Betsy Johnson, Brian McBride, Shara Pehl, Laurie Westerlund, and Ihleen Williams attending. Staff in attendance included CHS Grants Mgr. Karen Benson, CHS Administrator / Itasca Public Health Division Mgr., Kelly Chandler; Aitkin County H&HS Director Tom Burke, Aitkin County PH Supervisor, Erin Melz; Itasca County H&HS Director Eric Villeneuve; Koochiching County H&HS Director Terry Murray, Koochiching County PH Supervisor Nancy Lee, and MDH NE District Consultant Janelle Schroeder. Those in attendance shared take away points from the conference.

Administrative Information (Continued):

- **MDH Deliverables Update** – Public Health Supervisors/Manager have been working on the MDH Deliverables. Items worked on have included the Community Health Improvement Plan, Strategic Plan and Quality Improvement Plan. These items are now ready to submit for the Community Health Assessment and Action Plan, which is due in 2015. Janelle Schroeder noted that this will meet the deliverables required by MDH and Kelly Chandler said she was proud that they had been able to accomplish this task in a short time.

Local Public Health Report:

Kelly Chandler, Itasca County Public Health Division Manager, is the tri-county CHS Local Public Health Association representative. She reported that she had attended the LPHA meeting held just prior to the Community Health Conference. A primary focus of discussion was continued development of the 2015 LPHA Legislative Platform. This will be brought to a vote at the full LPHA Membership Meeting in November, 2014.

State CHS Advisory Committee (SCHSAC) Report:

Betsy Johnson, Itasca County Board Representative is the Tri-County CHS State CHS Advisory Committee Representative. She attended the past meeting which was held at the Community Health Conference. She provided the attached summary document, and highlighted:

- **Legislative Agenda** – She appreciates the legislative agenda that is developed and the thought which goes into it.
- **Commissioner elected Chair of the national Assoc. of State and Territorial Health Official (ASTHO)** – this will put Minnesota in the forefront of framing national issues.
- **Center for Advancing Health Equity** – this is a newly created center to identify underlying causes of health inequities and disparities and build efforts to reduce these across MDH and all its partners
- **Ebola** – much discussion throughout the conference and since.
- Upon a motion from Ihleen Williams, seconded by Leo Trunt, the Financial Report was approved.

Public Health Reports:

- Reports were presented by Public health staff from each county.

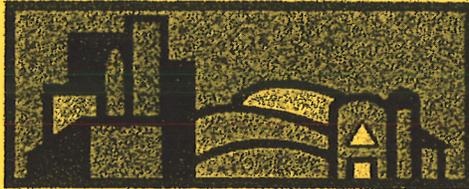
Next Meeting:

- The next meeting of the Community Health Board will be December 11, 2014 in Grand Rapids.

Adjournment: The Board meeting was adjourned at 12:20 p.m.

Committee of the Whole:

Following a recess a Committee of the Whole met at 12:30 p.m. to receive and discuss the report and recommendations of the Work Group of the Strategic Planning Committee. This Work Group was charged with bringing forward a recommendation regarding the position of CHS Administrator for the Community Health Board.



STATE COMMUNITY HEALTH SERVICES ADVISORY COMMITTEE

Wednesday, September 17, 2014, Meeting Take Home Points

Total Attendance: 180

CHBs Represented: 42 of 50

Next SCHSAC Meeting: Friday, December 5, 10:00am – 2:30pm

Hampton Inn ~ Shoreview; 1000 Gramsie Road, Shoreview, Minnesota 55126

Awards and Conference

- Thanks to all who participated in the 2014 Community Health Conference: Public Health on the Horizon, September 17, 18, 19, 2014, Cragun's Conference Center, Brainerd, MN. Conference materials are available at www.health.state.mn.us/chc. Please complete the online evaluation by October 3rd.
- Congratulations to the 2014 Community Health Award Recipients! Photo and details online at <http://www.health.state.mn.us/divs/opi/pm/awards/>.

Upcoming Events

- Nominations for the 2015 SCHSAC Chair-Elect are due by October 20th. (See attached form for details.)
- At the December 5th meeting, SCHSAC members and alternates will be caucusing to select regional representatives to serve on the Executive Committee.

SCHSAC BUSINESS

- The Executive Committee approved a revised and updated charge and membership for the Local Public Health Act Workgroup, which was initially convened in 2012. The workgroup is being extended so that it can continue to provide input on topics related to 145A. One particular area needing attention is supporting effective local public health leadership and workforce development, which was an unmet objective of the original 2012 charge.
- The SCHSAC Executive Committee agreed to schedule conference calls between the SCHSAC quarterly meetings, in order to monitor workgroup progress, and provide input on the planning of the SCHSAC agendas. The executive committee will continue to meet in-person prior to each SCHSAC quarterly meeting.
- SCHSAC approved the PHEP Oversight Group's recommendation which includes 1) change the current PHEP funding formula (applicable to emergency preparedness funding only) to one that included the following five factors to be implemented in BP4 (July 1, 2015 – June 30, 2016) and 2) the PHEP Oversight Group will review the funding formula effects one year after implementation to determine the impact on CHBs' work in public health emergency preparedness, and adjust the weights of the factors in the formula as needed. SCHSAC approved an additional motion, brought by Nancy Schouweiler, Dakota CHB, for the state to review the state/local split of PHEP funds and for the state to support an increase to the Local Public Health Grant.
- SCHSAC approved the 2014-2018 SCHSAC Strategic Plan.

- The Performance Improvement Steering Committee shared Brown County's immunization rate quality improvement project as an example of how to use data to improve public health practice.

FROM THE COMMISSIONER

Commissioner Ehlinger announced that he was recently selected president-elect of ASTHO, the national Association of State and Territorial Health Officials. This is a great opportunity for Minnesota to participate in framing the national agenda for state public health.

MDH Deputy Commissioner Jim Koppel and Legislative Director Melissa Finnegan spoke with SCHSAC about ideas for the 2015 biennial budget session. Ideas include: increasing the Local Public Health Grant, developing the primary care workforce, advancing health equity and the health in all policies approach, prenatal to three efforts such as breastfeeding, newborn screening, home visiting and reducing ACEs, partnering with the Minnesota Department of Agriculture on food safety and licensing, chronic disease prevention and treatment, and a variety of environmental health issues such as clean water, mold and radon.

Public Health in Minnesota

- Dr. Melanie Peterson-Hickey, Interim Director for the Center for Advancing Health Equity, addressed SCHSAC about the need and purpose of this newly created Center. One role for the Center for Health Equity is to identify underlying causes of health disparities and inequities and build intentional effort to reduce them across the Minnesota Department of Health and with all its partners.
- Kris Ehresmann, MDH Director, Infectious Disease, Epidemiology, Prevention and Control presented information on Ebola Virus to SCHSAC. MDH has initiated surveillance and, as of 9/17/14, ruled out over 20 cases of suspected Ebola Virus in Minnesota. She advised local public health to take this opportunity to review and update their agency response plans. Her presentation slides are attached. Check the MDH website, <http://www.health.state.mn.us/>, for up-to-date information on this evolving situation.
- Ms. Ehresmann also discussed Enterovirus (EV-D68), a respiratory infection which has hit children, especially those with underlying asthma issues, hard across the country. Minnesota just confirmed its first case in an infant in the Twin Cities on September 16th. The best prevention is to cover your cough and wash your hands.
- It is time to get your flu shot. Visit MDH's website at <http://www.health.state.mn.us> or go to <http://www.flu.gov/> for more information.
- A funding article by LPHA Legislative Committee Co-chairs, Bonnie Brueshoff and Renee Frauendienst, was published in Association of Minnesota Counties (AMC) newsletter. It is available online at <http://www.mncounties.org/Publications/webMnCountiesSEP-OCT14.pdf>.
- The Minnesota Public Health Data Access portal now includes an interactive County Profiles tool with environmental, exposure, and health data for each county in Minnesota. In addition, the MN Public Health Data Access Portal has a new look. A mobile-friendly design lets you access the portal's data on environmental hazards and public health outcomes from your computer, tablet, or mobile device. Browse the new portal design by going to <https://apps.health.state.mn.us/mndata/home>.

MORE ABOUT SCHSAC: If you have questions or need copies of any materials sent to SCHSAC members, please contact Becky Buhler, MDH, at becky.buhler@state.mn.us or 651-201-5795.