

AITKIN-ITASCA-KOOCHICHING COMMUNITY HEALTH BOARD

Talking Points

Meeting Date: December 13, 2012

Meeting Site: The meeting was conducted by interactive TV with sites in Aitkin, Itasca and Koochiching counties.

Financial Information:

- Reviewed the CHS budget and financial reports for various grants. Grants expenditures were on target for the year.
- The Board approved a resolution authorizing Cynthia Bennett to enter into contracts and sign documents on behalf of the Community Health Board in her capacity as CHS Administrator for the years 2013-15.

Administrative Information:

- **Triad Update** - PH supervisors /directors, CHS Grants Manager and the MDH Public Health Nurse Consultant make up the Triad Group. The group has been meeting at least monthly and sometimes more frequently either by telephone conference or face-face. As reported at our last meeting, we hired a student intern from UMD to enter the data for our 3 counties for the Community Assessment data sets used for our Assessment Plan. This work is now completed and the Triad group along with the District Epidemiologist will meet to review the data and begin assessment in each county. We will have a data comparison of our 3 counties and the state.
- **Electronic Medical Records (EMR)** – All 3 counties are required to have EMR capabilities by 2015. We have moved forward to negotiate a contract for the CHAMPS system as a three county entity. Each county will hold their own licenses and we have been offered a discounted price if we purchase as a three county CHS. The 3 county public health directors/supervisors held a conference call with the trainer from CHAMPS who would assist in the startup of the system. The hope is to have the system go live on April 1, 2013. Training for staff and supervisors would take place in the early part of 2013. Currently the 3 public health directors/supervisors have been meeting to look at coding for the system, so that all three counties can use the same codes and have consistency across our CHS area.
- **Assessment Planning** – This was talked about during the Triad report. Once we have reviewed the data, we will be actively working on Assessment Planning in all 3 counties.
- **2013-14 PPMRS Changes** - This is the system used for both fiscal and narrative reporting on all Public Health programs funded by the state. There is a new reporting system being developed mostly on the fiscal side which will require online data entry. Several Web-X sessions are planned for training as this program is developed.

Koochiching County Board Appointments – Terms of office for Board Members from

Koochiching County expire December 31, 2012. Current Board Members are eligible for reappointment. Commissioner McBride has brought this to the Koochiching County Board's attention and a letter was sent by CHS notifying the county of the expiration of terms.

CHS Administrator Transition – We will transition the CHS Administrator to Cynthia Bennett, Aitkin County, beginning January 1, 2013 for a 3 year term. This position is rotated among the Public Health Directors/Supervisors every three years.

Local Public Health Report:

Sue Erzar, Itasca County Public Health Division Manager, is the tri-county CHS Local Public Health Association representative. She had not attended the last meeting of LPHA and had not received the minutes of the meeting at this time. She will distribute the minutes when received. She noted that this meeting is the last of the year and typically looks back on the work of the last year, and awards are presented at this meeting.

State CHS Advisory Committee (SCHSAC) Report:

Cynthia Bennett, Aitkin County Public Health Supervisor is the Tri-County CHS State CHS Advisory Committee Representative. She was not able to attend today's meeting of the Community Health Board, but sent the minutes from the last meeting for the Board's review. Laurie Westerlund, Aitkin County Commissioner, is the SCHSAC alternate and will be attending the December meeting of the State CHS Advisory Committee.

Public Health Reports:

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

Next Meeting & Future Meeting Dates:

- The next meeting of the Community Health Board will be February 14, 2013 in Grand Rapids.
- The Community Health Board set its meeting dates for 2013 as follows:
- February 14, April 11, June 13, August 8, October 10 and December 12, 2013
- The annual statewide Community Health Conference will be held September 25-27, 2013

Other:

- Commissioner Mike Hanson, Koochiching County was present at the meeting today, and has served as an alternate to the Community Health Board during the past 3 years. Previously he had served as a Community Health Board Member, Vice-Chair and Chair of the Community Health Board. He is now retiring as a County Board member. Current Board Chair McBride thanked Commissioner Hanson for his many years of service to the Community Health Board and his county Board.