

AITKIN-ITASCA-KOOCHICHING COMMUNITY HEALTH BOARD

Summary Minutes

Meeting Date: Wednesday, June 12, 2013

Meeting Site: Itasca Resource Center, Grand Rapids, MN

Financial Information:

- Reviewed the financial reports for various grants. Grants expenditures were on target for the year.

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 this provides the opportunity to evaluate our processes and discuss future possibilities.
- **Electronic Medical Records (EMR) CHAMP** - All 3 counties finished with the formal training, and public health and financial staff have met as a tri county to discuss processes, billing, coding, and have worked to have the same definitions on the system. We will be going live with a “soft”start date on June 17 and will be “hard” live on July 1. This date is later than we originally discussed but will now split the year nicely in two 6 months segments. Our original plan to be live by April may have been a bit ambitious.
- **MNChoices**– This is a new assessment process that DHS has been legislatively mandated to implement. MnCHOICES is a single, comprehensive and integrated assessment and support planning application for elderly and disabled individuals. MnCHOICES embraces a person-centered approach to ensure services meet the individual’s strengths, goals, preferences and assessed needs.
- **Community Assessment Update** – A handout was provided showing where we are in the assessment process and deliverables that need completion by 2015. Counties are beginning to do the community assessment portion within the individual counties. Community meetings will be scheduled to enlist community input in reviewing the assessment and establishing priorities. Hospitals have a requirement to conduct their own assessment. County Public Health is sharing assessment information but the hospitals are on a different timeline for completion of their assessments. Koochiching has been able to work more collaboratively with their hospital and so far the process has gone very well for them.

• **Administrative Information (continued) :**

- **SHIP/CTG Update** – We have been able to bridge the money from the current grant cycle so will not have to stop activities then resume. The next cycle of the grant was funded at the state level for \$35 million. The CTG dollars that our region received supports the SHIP principles. An additional area will be addressed by CTG in 10 clinics in the NE region, including clinics in Aitkin and Itasca. These selected clinics will implement a quality improvement process. This process assures that physicians are trained in the practice of discussion of obesity with patients. There is also resource information available to patients as well as follow up activities to assure patient success in implementing lifestyle changes that will positively impact chronic disease.
- **PPMRS** –Our 2012 reporting was completed in March of 2013. It was a bit more complicated this past year due to the mandate that we report as one CHS entity but it went very well and our ability to work together as a team made a huge difference in the ease in which we were able to complete the report.
- **Public Health Logo** – Sue Erzar, Itasca County Public Health Division Manager shared a short video which promotes the new public health logo and its definition which is to protect, promote and prevent.
- **Community Health Conference** – The annual Community Health Conference is scheduled for September 25-27, 2013. Board members are encouraged to attend. Agendas and reservation materials will be sent out as soon as available.
- **2013 Budget** – Budget revisions were discussed at our last Board meeting. Revisions were presented moving \$2,000 from the carryover account and \$3,000 from the Retiree Health Expense Line Item to create a new line item titled CHAMPS Maintenance. This line item will be utilized to assist the 3 counties in paying for the annual maintenance cost of the Electronic Medical Records system. Upon a motion from Laurie Westerlund, seconded by Leo Trunt, the 2013 budget was approved as revised.

Joint Powers Agreement

We are waiting for completion of the review by all county attorneys and will bring the Joint Powers Agreement back to the Community Health Board for review when this is completed.

Local Public Health Report:

Sue Erzar, Itasca County Public Health Division Manager, is the tri-county CHS Local Public Health Association representative. The last meeting of LPHA was held May 16 and the next will be June 20. The topic of the next meeting is Return on Investment. It will look at what are Public Health Programs saving and where are the savings. As noted in the Administrator's report, we were very pleased that SHIP was funded at the state level for \$35 million.

State CHS Advisory Committee (SCHSAC) Report:

Cynthia Bennett, Aitkin County Public Health Supervisor is the Tri-County CHS State CHS Advisory Committee Representative. Cynthia was unable to be at today's CHS meeting but she had attended the past SCHSAC meeting and provided a written report of that meeting, which was distributed to the Community Health Board members.

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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 August 8, 2013 in Grand Rapids.