



Public Health Advisory Council Meeting

MEETING MINUTES – September 28st, 2016 @ 4:00pm

Health Department Board Room, 2nd floor
2030 Tecumseh Road
Manhattan, KS 66502

In attendance: *Please see attached sign in sheet.*

1. Welcome and Sign In
 - a. Ginny called the meeting to order at 4:08 pm
 - b. Call for other items to be added to the agenda
 - c. No public comment.
2. Director's Report
 - a. Jennifer Green declared the outbreak that affected the high school has been cleared. Out of the 16 samples collected and sent to KDHE, 14 have come back with negative results. 2 have come back positive for E.coli, which was unrelated to the illnesses. These samples were sent to large public health lab in Minnesota for further testing. The lab was unable to give us a testing completion date. The collaboration will allow smoother partnership for issues such as this illness. Deb Shaver, Riley County's Communicable Disease Nurse has weekly surveillance with our school system.
 - i. Robbin Cole – I believe the Health Department should be the go to place for public health issues.
 - ii. Public- The League of Women Voters relates and would be very interested in health. The high school stimulated some thought. They are interested in these issues. The public needs to say community health is critical. We need to emphasize that this is a very important part of our community.
 - iii. Robbin Cole - 2016 is the time to make public health issues happen with increasing emphasis due to changes in our community such as NBAF. It can't happen overnight but needs visibility. The Health Department needs to be the public health go to agency. Community leaders need to recognize there's a need or interest for public health.
 - iv. Robbin Cole - There will be a transition due to the change in BoCC and Public Health Advisory Council.
 - v. Robbin Cole suggested the Health Department start a wellness plan that would include staff participation as well as the community. The Health Department should be the experts in wellness initiatives. Ginny mentioned that the Health Department could work with the Wellness Coalition on this plan.
 - vi. Jennifer and Jessica have discussing a Wellness Plan within the Health Department. They are looking at other departments to see how their program is organized.
 - b. Jennifer and the incoming commissioner met to discuss Health Department matters.
 - c. The Strategic Planning Meeting with the Community Partners gave us a lot of insight on things we're doing well and items to improve. We have a debriefing meeting scheduled October 11, 2016 to discuss the collected feedback. Our goal is to have a completed strategic plan by December. Implementation of this Strategic Plan will be by January.
 - d. We've had some staffing changes since the last PHAC Meeting. The Health Department hired Renee Berish a Raising Riley Facilitator. Michelle Markvicka, Administrative Assistant has replaced Cindy Mott. Michelle's old position at the Riley County Family and Child Resource Center will be filled soon.
 - e. WIC is trying to have a location in Fort Riley
 - f. There is an open dialogue about Riley County Child Care Licensing covering Geary County caseload.

- g. The Health Department is currently working on updating no smoking on Health Department grounds policy. We are wanting to add no vaping to this existing policy.
 - h. We are also currently working on some breastfeeding policy.
3. Leslie Campbell, Family Planning Review
- a. The Family Planning program has outdated handouts that is currently being distributed to patients wanting to use birth control. Leslie presented the Council with an updated version of what they would like to use for patient education on birth control. Leslie requested approval from the Council prior to dispensing them to patients.
 - i. Ginny inquired about a picture based document that would be easier to consumers. Leslie will look into this as an option.
 - ii. Robbin Cole questioned the reading level of these presented handouts. The handout is not written at to 5th level. We want patients to understand what they're reading. Robbin questioned if English primary language and if other languages would be available. Leslie will look into other languages.
 - iii. Robbin Cole asked if the Health Department has any knowledge the new HIPAA Regulations in 15 new languages. We need to know the impact of new regulations. Robbin will share with the Health Department any information her organization has on the matter. The Health Department will do their own research on the new material.
 - A. The public stated that Irwin Army Hospital may be an excellent resource for HIPAA Regulations to share materials.
4. Call for 2017 Council
- a. Ginny distributed a list of current Advisory Council members. There will be 5 positions that will need to be filled. A letter will be mailed to those council whose term is ending to see if there is an interest in serving an additional 3 more years. Ginny asked if anyone had connections with staff from via Christi. Typically, a staff member from Via Christi hold a spot on the council. Robbin has an upcoming meeting with the CEO of Via Christi and will mention this topic during the meeting. Robbin, Jennifer, and Daniel all have contacts that may be interested in holding a seat on the council. It's highly recommended the person of interest live in the county. Sometimes we can use work around their address if their expertise would be beneficial for the council. It is a 3 year term starting in January. The meetings are 1 hour once a month except for November and December which will only have 1 meeting either November or December. For those interested in holding a seat on the council will need to complete a form and submit to the Clerk's Office by mid-November. Once the form is submitted it has to be approved by the BoCC which happens in December. Just because one applies does mean they'll get approved for the position.
 - b. Public mentioned active duty person has retired. Maybe they can be the community member.

Meeting adjourned at 4:52 pm Ginny

Next Meeting: October 26th, 2016 @ 4:00pm