

CITY OF BLOOMINGTON ADVISORY BOARD OF HEALTH

Tuesday, October 25, 2016, 6:00 PM

Public Health Building

1900 West Old Shakopee Road

AGENDA

1. Call to Order

2. Roll Call

3. Approval of Minutes

September 27, 2016

4. Approval of Agenda

October 25, 2016

5. Public Comment

6. Staff Reports

- 6.1. Individual and Family Emergency Preparedness (*25 min*)
Police Denis Otterness, Deputy Chief
Public Health Amanda Jeffy, Emergency Prep. Specialist
- 6.2. Public Health Performance Management Annual Report (*10 min*)
Nick Kelley, Asst. BPH Administrator
- 6.3. Public Health Administrator Update (*5 min*)
Bonnie Paulsen, BPH Administrator

7. Advisory Board of Health Reports and Planning

- 7.1. Chair's Report (*5 min*)
Cindy McKenzie
- 7.2. Tri-City Partners Report (*5 min*)
Patrick Martin
- 7.3. Community Center Task Force Report (*5 min*)
Joshua Korthouse

8. Other Business/Announcements

- 8.1. Community Health Conference Report (*10 min*)
Joe Lawless and Patrick Martin

9. Next Meeting

November 15, 2016

6:00 p.m. to 8:00 p.m.

10. Adjournment



Agenda Item

Originator
Public Health

Item
Approval of Minutes of September 27, 2016

Date
10/25/2016

Attachments:

September 27, 2016 Minutes

Advisory Board of Health

Tuesday, September 27, 2016

6:00 PM

Public Health Building

1900 West Old Shakopee Road

Present

Members:

Cindy McKenzie, Satbir Brar, David Drummond, Joshua Korthouse, Joe Lawless, Patrick Martin

Staff Advisor:

Bonnie Paulsen, Public Health Administrator

Staff:

Linda Riski-Lundeen, Office Supervisor

Molly Snuggerud, Family Health Manager

Nancy Tadros, Office Support Specialist

Guests:

Kim Vlasisavljevich, Bloomington City Councilmember

Public:

Edem Ahlidza

Christen Chapman

Jessica Johnson

Abielle Rich

Julie Smith

Mariya Tkachenko

Ryan Zaidel

Absent

Members:

Corinne Ellingham

Staff:

Nick Kelley, Asst. Public Health Administrator

Call to Order

McKenzie, Chair, called the meeting to order at 6:00 p.m.

Approval of Minutes

M/Korthouse, S/Drummond, and all voting aye to approve the meeting minutes of June 28, 2016.

Approval of Agenda

M/Korthouse, S/Martin, and all voting aye to approve the September 27, 2016 meeting agenda.

Introductions

Kim Vlasisavljevich, Bloomington's new City Councilmember (and Councilmember serving as the City's representative to the State Community Health Services Advisory Committee (SCHSAC)) introduced herself to the Board and attended the meeting. She was sworn in as Councilmember on July 25, 2016.

STAFF REPORTS

Maternal and Child Health	Snuggerud updated the Board on maternal and child health (MCH) data in Bloomington, Edina and Richfield (BER). While MCH generally pertains to 15 to 44 year olds (considered prenatal through reproductive health years), data breakdowns include age, race, education, income and geographic area – indicating correlations between these indicators and health/health care. After studying these data and relationships, services and resources can be determined/offered to address identified resident needs and health disparities. Finally, the data provided indicates that BER has more positive numbers overall than the state numbers shown within the same categories.
Accreditation Update	The City was awarded National Accreditation from the Public Health Accreditation Board (PHAB) on August 17, 2016 (the City is accredited as “Bloomington Public Health/Public Health Alliance of Bloomington, Edina and Richfield”). PHAB sets the standard of accreditation to improve and protect the public’s health across the nation. Paulsen presented information regarding this award and PHAB’s final report to the City Council at their September 26 th meeting; this presentation was shared with the Board.
PH Admin. Update	Paulsen answered questions regarding the City’s Email Address Policy for its Boards and Commissions Members and reviewed Public Health’s 2015 Annual Report. Hard copies of the Annual Report were also distributed.
PH Division’s 2017 Business Plan	Paulsen recapped Public Health’s 2017 Business Plan, the final draft of which was previously emailed to the Board for review. The 2017 Business Plan notes completed goals from the prior year and sets new goals for the coming year, determined with both the City’s Strategic Priorities and Public Health’s 2017 budget in mind.

ADVISORY BOARD OF HEALTH REPORTS AND PLANNING

Chair's Report	Reminder: get a flu shot.
Tri-City Partners Report	Martin will attend the next meeting scheduled for October 20, 2016, and provide an update at the next Board meeting.
Community Center Task Force Report	<p>Korthouse noted that at the Task Force discussed potential programs that would get maximum community use, as well as potential locations for the new community center, as follows:</p> <ul style="list-style-type: none"> - Girard Lake Park (84th and France) - (former) Lincoln High School (88th near Penn) - Tarnhill Park (98th near Normandale) - Harrison Park (100th near W. Old Shakopee) - (existing) Creekside Community Center (98th and Penn) <p>The Task Force’s recommendations will be presented to the City Council for consideration at its Oct. 10, 2016 study session. Ultimately, the recommendation will include that a community center be built for the entire community, while also encompassing many other services (i.e. Public Health, Motor Vehicles, and others that are spread throughout the area) into one location.</p>
Member Roles, Responsibilities, Guidelines and Expectations	<p>Paulsen provided Code language to the Board:</p> <p>“The purpose of the Board shall be to research and evaluate issues of health and environment and to report to the City Council those issues which affect the city. The Board shall research, study and evaluate issues concerning the health and environment of the city and shall advise the City Council of its activities and findings relating to the issues of health and environment of the residents of the city</p>

and shall recommend action when indicated” (Bloomington, Minnesota City Code, Ch. 2, Art. V, Div. E, §2.98.21 – 2.98.22, 1979).

Other local board processes were reviewed in order to create new structure for the Board that still falls within the Code language above. One suggested structure is as follows:

- A. No vote/no formal recommendation to Council.
 - 1. Study & Report: The Board studies a specific issue/event and reports to Council.
 - 2. Review & Comment: The Board reviews a specific policy issue and provides its comments to Council.
- B. Vote/formal recommendation to Council.
 - 1. Review & Recommend: The Board reviews a specific policy issue and after a majority vote, makes a formal recommendation to Council.

Suggested topics/program areas noted in prior meetings will be considered when drafting the 2017 Work Plan. Monthly agendas will list one of the actions above for any topics requiring such action. Members will also continue participating in local committees and assist with events such as the Diamond Service Awards, Health & Wellness Award (HWA), proclamations at City Council, etc.

City Manager’s Information (CMI) is the method by which the Board can get information to Council without formally submitting the matter to be heard during a Council meeting. In addition, Council holds study sessions, during which time, topics can be submitted for Council to “study”/consider before the Board submits a formal recommendation/action.

While the 2017 calendar will be approved by vote during the Board’s Dec. meeting, the joint meeting of Bloomington, Edina and Richfield has been tentatively scheduled for the evening of Monday, March 13, 2017.

The Community Health Conference will take place September 27 – 29, 2017, at Breezy Point Conference Center (Brar and Ellingham have not yet attended).

Paulsen will send out the criteria for/information on the HWA for the Board’s consideration for April of 2017.

Finally, Paulsen will check with Lynn Moore, Environmental Health Manager, regarding the date for the 2017 Diamond Service Awards.

OTHER BUSINESS/ANNOUNCEMENTS

- Other** None.
- Next Meeting** October 25, 2016, 6:00 – 8:00 p.m.
Public Health Building, 1900 West Old Shakopee Road, Bloomington, MN 55431
- Adjournment** M/Martin, S/Lawless, and all voting aye to adjourn. The meeting was adjourned at 8:00 p.m.



Agenda Item

Originator
Public Health

Item
Emergency Preparedness Reports

Date
10/25/2016

Description

POLICE Denis Otterness, Deputy Chief
PUBLIC HEALTH Amanda Jeffy, Emergency Preparedness Specialist

Attachments:

Public Health EP Presentation

Emergency Preparedness

Amanda Jeffy, MPH – Public Health Specialist – Emergency
Preparedness

10/25/2016



Responsibilities

- Public Health Emergency Preparedness services for the City of Bloomington
- Public Health would be called on in a disaster with significant health effects, such as epidemic/pandemic

Assessments

- Operational Readiness Review (ORR) – April 2016
 - CDC Assessment
- Plans Assessment – December 30, 2016
 - Minnesota Department of Health
- Resource Assessment – December 30, 2016
 - Minnesota Department of Health
- Demonstration Assessment – December 30, 2016
 - Minnesota Department of Health

Projects Completed in 2015-2016

- Tactical Communications Drills
- Isolation & Quarantine Exercise

Projects 2016-2017

- Ebola Project (June 2016 – September 2017)
- Strategic National Stockpile Training – Anniston, AL (Nov. 2017)
- Logistics Exercise (April 2017)
 - Logistics Workshop (January 2017)
- Medical Countermeasure Dispensing Plan Revisions
 - Significant changes coming from MDH
 - Expand and define Open Points of Dispensing plans



Agenda Item

Originator
Public Health

Item
Public Health Performance Management Report

Date
10/25/2016

Attachments:

Performance Management Report Presentation

Performance Management Report

Nick Kelley, Assistant Public Health Administrator

October 25, 2016



Key Points

- Been a very positive experience
 - System is working
 - Has driven improvements in work
- Timing is important
- We need to better coordinate what measures are tracked
- Measures need to be meaningful vs easy to track

Strategic Plan Dashboard

	Strategic Goal	Strategy	Performance Measure	Data Source	Baseline Measure	Redline Target	Measure Frequency	Responsible	2015	Q1 2016	Q2 2016	Q3 2016	
1	Strengthen efficient and effective day-to-day operations	1.3	Standardize processes for administrative procedures (hiring, contract management, etc.)	Does that agency have a written orientation process reviewed and updated by management within the past 12 months?	Policy Date	Yes	No	5 year cycle	Admin Manager	Yes	NA	NA	NA
		1.6	Increase collaboration within the Division	What percentage of division staff utilize the collaboration resources on sharepoint during the last quarter?	Sharepoint metrics	50%	30%	Quarterly	Management Team				
		1.8	Enhance both internal and external customer satisfaction	Are program areas evaluating customer satisfaction annually?	Review of Survey Records	4 of 4	2 of 4	Quarterly	Management Team	3	3	3	3
Staff retention rate remains steady or improves when compared to past 3 years.	Review of staff records			TBD	5% decrease	Annually	Management Team	80%	NA	NA	NA		
2	Ensure a competent workforce that has the capacity to accomplish the Division's mission	2.4	Develop and implement workforce recruitment and retention plan	Does the agency have a written workforce development and training plan that includes recruitment and retention, updated within the past 5 years?	Policy Date	Yes	No	5 year cycle	Management Team	Yes	NA	NA	NA
		2.5	Ensure all staff are culturally competent	Percent of staff who have completed required cultural competency training in past year	Training Records	TBD	TBD	Quarterly	Management Team	NA	NA	NA	54%
3	Improve systems to demonstrate and measure outcomes	3.1	Centralize and standardize all data management activities across the agency to ensure consistent use of data management systems	Are all postpartum assessment forms entered into PhDoc for all visits during the past quarter?	PH-Doc record pull	TBD	95%	Quarterly	Family Health	71%	76.5%	90.0%	69.2%
		3.2	Develop and implement an agency-wide Quality Improvement plan	Number of programs that have initiated QI projects in the past 12 months with measurable results or objectives.	Policy Date	4 of 4	2 of 4	Quarterly	QI Council	4	4	4	2
4	Increase the Division's ability to effectively engage the community	4.1	Enhance partnerships in the community including populations served and populations we desire to serve in the future	Has the division added new community partners in community in past 12 months	Review of partner list	Yes	No	Quarterly	External Partnerships Action Team	Yes	Yes	Yes	Yes
		4.2	Conduct regular community needs assessments	Does the agency have a Community Health Assessment updated within the past 5 years?	Policy Review	Yes	No	5 year cycle	Management Team/Health Planner	Yes	NA	NA	NA
5	Ensure sustainable, adequate public health funding	5.2	Maintain City support	Has the division budgeted the same or more funding from the city than in the past year?	Budget	Previous year	1% decrease	Annually	Management Team/Accountant	16%	NA	NA	NA

Programmatic Dashboard

	Goal	Strategy	Performance Measure	Target Annual	Datasource(s) Where will the data come from?	Baseline Measure	Redline Target	Measure Frequency	Responsible	2015	Q1 2016	Q2 2016	Q3 2016	2016
Family Health	Increase the percentage of healthy pregnancies in BER	Provide healthy pregnancy information to pregnant women in BER who are referred to Family Health	95% of pregnant clients will receive client specific healthy pregnancy information from their public health nurse at home visit(s).	95%	PH Doc Report	TBD	90%	Quarterly	Family Health	72.4%	100%	100%	85%	
			75% of pregnant clients receiving home visits will report they've completed prenatal appointments per their health care provider's recommendation.	75%	PH Doc Report	TBD	70%	Quarterly	Family Health	72%	87.5%	88%	75%	
Clinical Services/ DP&C	Increase breastfeeding initiation among eligible WIC clients	Increase breastfeeding initiation rates of eligible WIC clients through BF promotion by WIC staff and the peer breastfeeding program	90% of eligible WIC clients initiate BF in the past quarter.	90%	HuBERT	90%	85%	Annual	Clinical Services	90.50%	NA	NA	NA	
	Improve nutrition behavior in low-income women who are pregnant or have children.	Increase engagement of potential and existing WIC clients.	90% of WIC phone calls will be answered live within normal business hours during the last quarter	90%	WIC Call Tracker	90%	85%	Quarterly	Clinical Services	68%	76%	74%	76	
Health Promotion	Reduce childhood obesity in BER	By providing training on nutrition and physical activity best practices to childcare providers	The number of childcare providers that improve at least 2 physical activity and 2 nutrition best practices.		BPH/ANSR Database	2	1	Annual	Health Promotion	26	NA	NA	NA	
	Increase the number of Smoke-Free Multi Unit Housing in BER	By tracking the numbers of properties that adopt and implement smoke-free policies.	Recruit and assist 10 multi-unit housing property managers and landlords of privately owned properties within BER to develop, adopt and implement smoke-free policies.	10	SHIP Assessment data	10	9	Quarterly	Health Promotion	19	NA	NA	NA	9
Emergency Preparedness	Increase family preparedness in an emergency	Increase the number of households in Bloomington that have emergency preparedness kits in their home.	30% of citizens stockpile supplies for an emergency	30%	National Citizen Survey	23%	3% drop	Annual	Nick Kelley	17.0%	NA	NA	NA	18%
	Have clinical partner response to HAN efficiently.	Have confirmation of HAN message from 80% of clinical partners within 1 hour of notification.	80% of clinical partners responding to a HAN within an hour.	80%	Everbridge Report	85%	79%	Quarterly	Nick Kelley	93.30%	93.90%	88.90%	94.00%	

Next Steps

- Train in new performance management council members
- Align measures with business plan, annual report, and grant requirements
- Evaluate the meaningfulness of current measures

Questions or Concerns

