The regular meeting of the Public Health Evaluation Committee (PHEC) met in rooms 517/518 of the Lucas building. The meeting began at 10:00 am.

Committee members present:
Jonn Durbin, Tanya Uden-Holman, Ken Sharp, Julie Schilling, Sheri Bowen, Lisa Kapler, Pam Duffy, Terri Henkels
Via Phone: Jason Hockenberry, Kim Westerholm, Kaitlin Emrich

Committee members absent:
Mike Pentella, Jim Torner

Others Present:
Erin Barkema – Lead Staff PHEC
Karla Dorman – Support Staff
Martha Gelhaus – Iowa Department of Public Health (IDPH)
Carmily Stone – IDPH
Gerd Clabaugh – IDPH
Jessica Martin – University of Iowa

Approval of Minutes
A motion to approve the minutes of the December 8, 2011 meeting was made by Lisa Kapler, seconded by Pam Duffy. Minutes were approved unanimously.

Agenda Item – Reports
a. Public Health Advisory Council (PHAC) meeting update.
   i. Martha Gelhaus gave an update on the Advisory Council’s activities. The PHAC met on January 5, 2012.
   ii. The Advisory Council received an update on the status of Public Health Accreditation Board equivalency and an update on the accreditation pilots in Iowa.
   iii. It was determined that communication with public health partners about Modernization is crucial. The Communications subcommittee will work on ideas for messaging.
   i. The Accreditation subcommittee shared recommendations regarding the process for making an accreditation decision for the pilots. Members discussed the recommendations and gave suggestions.
   ii. The Advisory Council reviewed its roles and responsibilities as outlined in the Public Health Modernization Act and discussed future activities.

Agenda Item – Old Business
a. Governmental Public Health System Baseline
   i. Erin Barkema reported that the state baseline survey questions will be presented to the IDPH Executive team on March 5, 2012. The survey will be distributed to IDPH division directors and bureau chiefs on March 5th.

Agenda Item – New Business
a. Governmental Public Health System Baseline
   i. The initial data results from the local survey were shared.
   ii. Jessica Martin, PHD Student from the University of Iowa, went over the respondent data and answered questions from the Committee members.
iii. The Committee discussed how they would like to see the final report layout.
iv. Dr. Pam Duffy suggested that members revisit data use in a future meeting.

b. Evaluating the Accreditation Pilots
   i. Ms. Barkema shared three sets of evaluation questions to be asked of the Accreditation Pilot participants: 1 set of questions to the participating local public health agency regarding the site visit and preparation for the visit; 1 set of questions to the site visitors; and 1 set of questions to the participating local public health agency regarding the site visit report.
   ii. The members of the Evaluation Committee recommended a few changes and additional questions for the evaluations.

Adjournment
Pam Duffy made a motion to adjourn, seconded by Terri Henkels and Tanya Uden-Holman, motion carried. Meeting adjourned at 3:00.

Next meeting March 1, 2012 – combined with Public Health Advisory Committee
10:00 – 3:00 Jordan Creek Town Center Community Room WDM