Public Health Evaluation Committee

June 28, 2012
Meeting Minutes

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:
Jim Torner, Tanya Uden-Holman, Ken Sharp, Sheri Bowen, Lisa Kapler, Terri Henkels
Via Phone: Jason Hockenberry, Julie Schilling, Pam Duffy

Committee members absent:
Mike Pentella, Jonn Durbin, Kim Westerholm, Kaitlin Emrich

Others Present:
Joy Harris – Lead Staff PHEC
Karla Dorman – Support Staff
Martha Gelhaus – IDPH
Paul Watson – IDPH
Molly Peterson – IDPH
Lindsay Jones – IDPH
Dr. Ron Eckoff – PHAC member

Approval of Minutes
A motion to approve the minutes of the February 16, 2012 meeting was made by Ken Sharp, seconded by Julie Schilling. Minutes were approved unanimously. A motion to approve the minutes of the March 1, 2012 meeting was made by Ken Sharp, seconded by Terri Henkels. Minutes were approved unanimously.

Reports
i. Public Health Advisory Council (PHAC) meeting update.
   a. Joy Harris reported that the Advisory Council met in May.
   b. The Council drafted a letter for Dr. Miller-Meeks addressing her concerns outlined in the letter she sent after the March 1st PHAC & PHEC meeting. They would like to keep the conversation regarding accreditation going.
   c. The Council discussed the Accreditation System Pilot results and conclusion of the pilot.
   d. The PHAC looked at what’s next for them. They developed the following summer plan:
      1. Reconvene the Metrics Subcommittee to address the recommendations from the pilot participants. Determine any changes to the Guidance Document.
      2. Establish a Home Health Subcommittee to decide whether HHS records should be used as evidence for meeting the Iowa Public Health Standards.
      3. Reconvene the Accreditation Subcommittee to look at the scoring process and determine what/if certain criterion has to be met.
   e. The subcommittees will meet this summer and give their recommendations to the PHAC at their September meeting.

ii. Accreditation Pilot Report
   a. The Accreditation Pilot Report tells the complete story of the pilot process and how we got to this point.
   b. Ms. Harris went through various sections of the report.
   c. Dr. Eckoff shared a few concerns members of the Pilot Accreditation Board and site visitors had regarding the scoring process.
      1. Would like the site visit reports to include details on the criteria met in addition to the comments about the not mets.
2. Need to look at the %’s met, that may vary too much depending on how many criteria the standard has.
3. Look at a plan or way to deal with minor discrepancies which may cause a not met. (plan of correction?)
4. Should not meeting 1 component area keep entity from gaining accreditation?
5. Determine if there are areas that MUST be met?
6. The pilot system forces site visitors to decide met/not met. Could there be a way to bring a few items to the Accreditation Board for a decision?
d. The report will be released next week. Page and Linn County will participate in a webinar telling about their experience and what they learned.
e. The pilot was a great success with much learned. We need to clarify a few things and decide our strategy for using the information we gained.

iii. State Governmental Baseline Findings
   a. Ms. Harris went through the strengths and opportunities for improvement from the survey results for the State Health Department.
   b. The State Baseline Report has not been written yet. The PHEC members would like to have the Local Governmental Baseline Report released now rather than waiting on the state report.

New Business
i. Public Health Fund
   a. The monies in the Public Health Fund are to be used for building the Local Public Health infrastructure related to the standards and for developing Iowa Public Health Standards and QI. 70% of the fund is for local entities.
   b. The Evaluation Committee discussed ways to have locals use the money. No decision was made.

ii. Public Health Modernization Act, Iowa Code Chapter 135A
   a. The committee took time to look at the Modernization Act to see if there are any changes they would like to have made to the Act. A few changes were identified.

iii. PHEC Annual Report
   a. The PHEC members looked at the draft of the annual report to the Director. They made several suggestions for changes and additions.
   b. Ms. Harris will make the changes and send the revised draft to the committee for approval before submitting to Dr. Miller-Meeks.

iv. Future activities
   a. The Local Governmental Baseline Survey results will be released separately from the State results since they are completed. The local report will be sent by August 1.
   b. An executive summary of the report will be developed to condense the information for easier reading.
   c. Links for the report and summary will be sent in the same way the survey requests were sent, through Ken Sharp and Julie McMahon. There will also be something included in the Director’s Quick Reads.
   d. The next steps for PHEC include:
      1. Review the collected data and determine our focus
      2. Determine how often we collect data and if our collection methods need changed
      3. Look at how we ask the questions
4. What can we use to help locals meet accreditation

**Adjournment**
Lisa Kapler made a motion to adjourn, seconded by Terri Henkels. Motion carried.

Next meeting August 23, 2012.