Public Health Evaluation Committee

August 25, 2011
Meeting Minutes

The regular meeting of the Public Health Evaluation Committee (PHEC) met in room 320 of the Lucas building. The meeting began at 10:00 am.

Committee members present:
Jonn Durbin, Tanya Uden-Holman, Ken Sharp, Julie Schilling, Pam Duffy, Kim Westerholm, Lisa Kapler
Via Phone: Doug Beardsley

Committee members absent:
Mike Pentella, Jason Hockenberry, Sheri Bowen, Terri Henkels, Jim Torner

Others Present:
Erin Barkema – Lead Staff PHEC
Joy Harris – Lead Staff PHAC
Karla Dorman – Support Staff
Martha Gelhaus – IDPH
Karith Humpal – IDPH

Approval of Minutes
A grammatical error in the June 14, 2011 meeting minutes was corrected. With the change, a motion to approve the minutes was made by Tanya Uden-Holman, seconded by Pam Duffy. Minutes were approved unanimously.

Agenda Item – Reports
a. Public Health Advisory Council (PHAC) meeting update.
   i. The PHAC met on July 7, 2011 to review and discuss metrics for the state criteria of the Iowa Public Health standards. Members reviewed six of the 11 component areas.
   ii. PHAC members will review and discuss the remaining five component areas at their next meeting scheduled on September 1, 2011.

Agenda Item – Old Business
a. Public Health Services and Systems Research (PHSSR) Proposal
   i. Erin Barkema reported that the Evaluation Committee was not asked to submit a full proposal for the PHSSR.

   b. Iowa Public Health Standards (IPHS)
   i. Joy Harris reviewed the revised local IPHS and explained the rationale behind each change. Ms. Harris provided the methodology used by the Metrics Committee to determine if revisions were warranted. The methodology included reviewing feedback from the six accreditation preparation counties and the metrics they had used for submitting evidence; reviewing PHAB standards to determine if additional metrics were needed to ensure equivalency; and discussing original intent to identify clearer meanings for each criterion.
   ii. Proposed revisions have been approved by the PHAC and are posted on the IDPH website.
iii. The revised local IPHS will be used by the accreditation pilot counties.

c. Governmental Public Health System Baseline
   i. Ms. Barkema led a discussion regarding the draft of the baseline survey questions. Changes and edits were made to the survey.
   ii. Ms. Barkema explained that beta testing is needed prior to sending the survey to each county. She asked the local public health administrators on the Evaluation Committee to take the survey and provide comments as a part of the beta testing process. Ms. Barkema also stated that she will be asking local public health administrators and an environmental health administrator to participate in the beta test.

**Agenda Item – New Business**

a. Annual Report
   i. The Evaluation Committee’s annual report, a summary of the committee’s activities for the past year, has been submitted to the Director of IDPH.

b. Healthy Iowans (HI)
   i. A handout was provided with the list of topic areas and critical needs for HI.
   ii. Next steps regarding the HI process was shared with committee members. An ad hoc workgroup will be formed to review the objectives submitted by those groups focusing on each critical needs. The workgroup will be tasked with identifying how the PHEC and PHAC can contribute to help meet selected objectives.

c. Pilot RFP overview
   i. Ms. Harris reported on the status of the accreditation pilot. She announced that Linn County and Page County have been chosen to participate in the pilot which will begin on September 7, 2011.
   ii. The PHAC will be responsible for developing an accreditation process; the PHEC will be responsible for evaluating the accreditation system.

**Adjournment**
Lisa Kapler made a motion to adjourn, seconded by Jonn Durbin, motion carried. Meeting adjourned at 2:50.

Next meeting will be held on October 27, 2011 10:00 am – 3:00 pm Lucas Building, Rooms 517/518