The regular meeting of the Public Health Evaluation Committee (PHEC) was held in rooms 517 and 518 in the Lucas building. The meeting began at 10:09.

Committee members present: Jonn Durbin, Jim Torner, Ken Sharp, Bonnie Rubin, Sheri Bowen, Lisa Kapler, Pam Duffy, Kim Westerholm, Kaitlin Emrich

Via phone: Tanya Uden-Holman, Julie Schilling

Committee members absent: Jason Hockenberry

Others Present:
Joy Harris – Lead Staff PHEC
Karla Dorman – Support Staff
Martha Gelhaus – IDPH
Gerd Clabaugh – IDPH Deputy Director

Approval of Minutes
A motion to approve the August 15, 2013 meeting minutes was made by Lisa Kapler, seconded by Bonnie Rubin. Minutes were approved unanimously.

Reports
Public Health Advisory Council (PHAC) meeting update:
  • Joy Harris reported on the PHAC’s September 5, 2013 meeting.
  • They completed their review of the State Baseline Survey report.
  • The Council discussed what their role should be in looking at resources related to QI, standards and accreditation preparation. They decided a rating criteria needs to be developed by the PHAC for tools.
  • They developed a few questions for their guest speakers who will be attending the November meeting.
  • The Council is planning on meeting with IPHA and ICPHA to talk about what each is doing and if assistance and collaboration would be beneficial to all.

IDPH
  • Joy Harris is putting together a report on the district board of health application pilot.
  • Joy provided a QI presentation to Linn County. They are applying for PHAB accreditation.
  • PHAB has asked Joy Harris to be a site visitor. She will attend site visitor training in December.
  • IDPH is looking at adding to the county health snapshot in the Public Health Tracking system.

Unfinished Business
Internship update
  • Ms. Harris has spoken with 2 students interested in the internship projects.
  • They are to get back to her by November 1 if they would like to do the project.
**New Business**

Public Health Tracking

- Meg Harris provided the Evaluation Committee with a brief demonstration of the Public Health Tracking System (PHTS).
- Kaitlin Emrich is piloting the PHTS for Linn County and will give updates to the Committee on how it is going.
- The Committee was enthusiastic about the system and the potential uses.

2014 Governmental Public Health System Survey (GPHSS)

- Members discussed whether to send a joint survey to local public health and local environmental health administrators or separate surveys if they are separate.
- The group decided to send 1 survey per county. The survey will go to the local agency that receives the local public health funds.
- An email will be sent to both public health and environmental health administrators informing them that the survey is being sent.
- We will follow up with a phone call to any county that doesn’t complete the survey.

Communication

- Joy Harris provided additional Modernization talking points.

December Dates

- The Committee decided to move the December meeting to December 12 in hopes to avoid inclement weather and avoid holiday busyness. We will keep December 19 as a weather date.

**Adjournment**

Sheri Bowen motioned to adjourn, Bonnie Rubin seconded the motion, motion carried.

Next meeting: December 12, 2013 10:00 – 3:00 Lucas building, rooms 517/518

**Addendum (Related to New Business, 2nd bullet above):**

“At our last PHEC meeting, someone asked if Linn County could give an update of how they have utilized the PH Tracking portal toward the recent PHAB accreditation application they submitted. I talked to Jim Hodina, who is on the accreditation committee here at Linn County, and I have an answer to that question is that the two have not been connected as of yet. We gained access to the PH Tracking portal about the same time the application was submitted for PHAB accreditation, so no connections between the two have been made. Also in my conversation with Jim, he does not believe they will be directly used together, rather the data collected from the PH Tracking Portal can help identify areas where programs are necessary and those programs can be included in PHAB accreditation documentation. Since the PHAB application and supporting documents has already been submitted, I’m not sure when or if this might happen.

Kaitlin Emrich"