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, Pam Duffy, Kim Westerholm, Sheri Bowen, Jim Torner, Kaitlin Emrich
Via Phone: Jason Hockenberry

Committee members absent:
Mike Pentella, Terri Henkels, Lisa Kapler

Others Present:
Erin Barkema – Lead Staff PHEC
Joy Harris – Lead Staff Public Health Advisory Council (PHAC)
Karla Dorman – Support Staff
Martha Gelhaus – Iowa Department of Public Health (IDPH)

Approval of Minutes
An error in the August 25, 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.

Introductions were made for the committee’s newest member, Kaitlin Emrich, Black Hawk County Public Health Department, representing Region 6.

Agenda Item – Reports
a. Public Health Advisory Council meeting update
   i. The PHAC met on September 1, 2011 to review the remaining five component areas of the Iowa Public Health standards and discuss metrics for the state criteria.
   ii. At their next meeting, November 3, 2011, PHAC members will develop a work plan to address future priorities, discuss questions received from local health departments about the accreditation process, and discuss how other accreditation systems work.

b. National Public Health Improvement Initiative (NPHII)
   i. Erin Barkema reported that IDPH is hoping to receive approval to use NPHII funds to support baseline survey data analysis and report development activities.

c. Strengthening the Community of Practice for Public Health Improvement (COPPHI)
   i. The Robert Wood Johnson Foundation (RWJF) is funding a new project called the Strengthening the Community of Practice for Public Health Improvement (COPPHI). This project will build upon the successes of the Multi-state Learning Collaborative (MLC) by bringing together public health professionals to share best practices and lessons learned. The first of three open forum meetings on accreditation and quality improvement in public health is being held in Alexandria, Virginia on December 12 & 13, 2011.
   ii. States that participated in the MLC project, national partners, and a variety of participants in other RWJF projects related to public health improvement have been invited to attend. Erin Barkema and Gerd Clabaugh will be attending the meeting as representatives from Iowa.
Agenda Item – Old Business

a. Iowa Public Health Standards (IPHS)
   i. Joy Harris reviewed the revised state criteria of the 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 used for submitting evidence; reviewing Public Health Accreditation Board 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 will be submitted to the State Board of Health in November.
   iii. The revised IPHS will be posted on the IDPH website after they are approved by the State Board of Health.

b. Governmental Public Health System Baseline
   i. Ms. Barkema reported that a link to the baseline survey has been sent out to local public health and environmental health administrators along with a letter from Doug Beardsley (previous PHEC Chair) and Dr. Miller-Meeks (IDPH Director) explaining the importance of the survey.
   ii. Reminders to complete the survey will be sent by Ken Sharp and Julie McMahon in mid-November. Regional Community Health Consultants are also encouraging local partners to complete the survey.
   iii. Completed surveys are due by November 22, 2011.

Agenda Item – New Business

a. Election of Vice Chair
   i. Pam Duffy nominated Kaitlin Emrich for Vice Chair of the Public Health Evaluation Committee. Seconded by Julie Schilling. Approved unanimously by the committee.

b. Governmental Public Health System Baseline
   i. The PHEC went over proposed questions for the state baseline survey. The state survey will be used to collect information from Iowa Department of Public Health staff to determine a baseline for the state health department.
      a. Members provided feedback on the need to include the proposed questions. They will continue to discuss potential questions at the December 9th PHEC meeting.
      b. Discussion also took place regarding who would complete the survey with no decision being made.

Announcements
The February meeting has been changed to February 16, 2012.

Adjournment
Ken Sharp made a motion to adjourn, seconded by Jonn Durbin, motion carried. Meeting adjourned at 3:00.

The next meeting will be held on December 8, 2011 from 10:00 am – 3:00 pm at the Iowa Methodist West Hospital, Conference rooms 3 & 4, West Des Moines, IA.