

**MARICOPA COUNTY BOARD OF HEALTH**  
**Meeting Minutes**  
**Administration Building**  
**301 W. Jefferson Street, 10<sup>th</sup> Floor**  
**Board of Supervisors Conference Room**  
**Phoenix, Arizona 85003**  
**November 24, 2008**

Ms. Adamic called the meeting to order officially at 3:12 pm with a quorum present.

**ROLL CALL:**

**Members Present:**

Audrey Adamic  
James Giangobbe, M.D.  
Zuhdi Jasser, M.D.\*  
Michael Kearns  
Brian F. Spicker\*  
Mike Snitz  
Jim Vandeventer  
Pam Wight

**Members Excused:**

Don Cassano  
Susanne Cook, RN, PhD  
Maricopa County Supervisor Andrew Kunasek, District 3

Ex-Officio: Bob England, M.D.

(\* Denotes members arriving after Roll Call)

**CALL TO THE PUBLIC:**

Ms. Adamic advised that if anyone from the public is present at the meeting today who would like an opportunity to speak, a Speaker Request Form is available and must be filled out prior to addressing the Board of Health. The Board of Health cannot discuss or taken action on any topics presented during the Call to the Public unless they are on the agenda.

**DISCUSSION/ACTION ITEMS:**

- 1. Approval of the September 22, 2008 BOH Minutes:** **-Ms. Adamic**  
*Dr. Giangobbe made the motion to approve the September 22<sup>nd</sup>, 2008 BOH minutes. Ms. Wight seconded the motion. The motion passed with a 6 to 0 vote.*
  
- 2. Fee Waivers:** **-Ms. Minichiello**  
Ms. Minichiello presented 6 fee waivers for approval. Chicanos Por La Causa, Inc. (AZ Migrant Head Start, CPLC Head Start, CPLC Early Head Start), Sun Olive Branch Senior Center, Interfaith Cooperative Ministries, Spirit of God Ministries, Resurrection Street Ministries, Veterans of Foreign Wars Post 1710.

The question was raised if Sun Olive Branch Senior Center is under Banner Health's foundation or corporation?

*Dr. Giangobbe made the motion to table for 1 month the fee waiver for Sun Olive Branch Senior Center until more information is provided. Mike Snitz seconded the motion. The motion passed with a 6 to 0 vote.*

*Mr. Kearns made the motion to approve all other fee waivers with the exception of Sun Olive Branch Senior Center and Veterans of Foreign Wars Post 1710. Mr. Vandeventer seconded the motion. The motion passed with a 6 to 0 vote.*

**3. Proposed Fee Increases to vital registration Fees/Products**

**-Mr. Porter**

*Mr. Porter reported on a proposed fee increase for vital registration that they would like to send to the Maricopa County Board of Supervisors for approval. The fee increases will affect the fees charged for Arizona vital records. The fee increases are attributed to an anticipated fee increase to be adopted by ADHS. The proposed fee increase would include a - \$2.00 increase for a non certified copy of a certificate, a \$5.00 increase for all certified certificates (birth, death, fetal death, stillbirth and registration/issuance of delayed death) and a \$2.00 increase for a birth/death certificate amendment.*

*The members of the board had questions regarding if the increase of fees would go toward salaries or if this would be to cover other expenses?*

*The members of the board also had questions with regard to the difference between fetal death and stillbirth.*

*A motion was made and seconded to table this item until more information was provided at next meeting. The motion passed with a 7 to 0 vote.*

**4. Presentation from Animal Care and Control**

**-Dr. Silva**

*Dr. Rodrigo Silva made a short presentation on the issue of foreclosures and rental abandonments as it affects the Animal Care and Control Dept. Dr. Silva spoke about the increase in abandoned animals due to the increase of foreclosed and abandoned homes. He also spoke that most of this does not directly affect there department as most of the pets are taken to animal shelters at different locations. Dr. Silva also referenced that they have a vast majority of volunteers who will act as foster care for some of the abandoned animals until they are able to put them in a permanent home and also volunteers who work in and out of the office.*

*The board requested that Dr. Silva forward a copy of there most recent organizational chart over.*

**5. BOH Proposed Meetings**

**-Ms. Adamic**

*A list of proposed meetings was given out for the remainder of the fiscal year. Ms. Adamic also addressed that we would establish the time and date of the retreat in January.*

**DISCUSSION ITEMS**

**1. Public Health Report**

**-Dr. England**

**Dr. Bob England presented the following matters to the Board.**

**Human Resources**

*There was a change to the peak performer distribution. The peak performer is a way to show appreciation for employees by nominating co-workers for an American Express gift card. Public Health was allotted so many gift cards for our staff to utilize in this process. We were also given the opportunity to give out 5 additional peak performer cards for all employees as a result of the economic downturn and the future of Maricopa County.*

**Infrastructure**

*Funding (see email handout)*

*We are still planning for 205 cut contingencies. We have to submit our departments proposals by December 8<sup>th</sup>, 2008. State funds are also limited which means that more cuts are inevitable. Most of the details are still unknown but as soon as we find out more details we will share. The federal immunization funding was cut \$445,000 for this current year as well.*

#### Sites

*Our food bank site over on 31<sup>st</sup> Avenue and Thomas is now open and our Mesa site should be opened in January. These are not clinical sites other than we provide WIC services and immunizations but it will also provide places for people that are field workers to have access too without having to come all the way back downtown.*

#### Strategic Planning

*We continue to work on the rest of the department copying the Community Health Services model which was so successful. It is turning out to be a real useful tool. We are using the ideal of assessment, assurance and policy development in line with our strategic plan.*

*MFRs were submitted.*

#### Programs

##### Disease Control

###### *PHEM –*

*The last time I spoke with you, I talked about the City's Readiness Initiative site visit here. That's the strategic national stockpile – the mass dispensing portion of our emergency management money. We worked really hard on this one. Last time, I told you that we received a 92 on our score, however it has dropped because of an error in the way the scoring was done. We are still one of the highest scoring county's in the country. However, we are still a long way away from actually having to deliver services at all 100 sites. This is a great improvement and I am really proud of our staff.*

*They are also implementing what is called Project Public Health Ready which is a new set of standards that the local health officers opted to go to as a state for all of our emergency management activities.*

###### *Vitals*

*We are working with ADHS on the new online vital registration system. It still has a lot of issues but they are creating technical fixes both with the software to make it more user friendly and take less time and also with some device that basically increases are bandwidth that helps our ability to process information on our site. We've been falling short of funding or actually been over spending there basically by the same amount of what we are paying in overtime because of this glitch and all the extra work that is involved. We are moving toward hiring new folks that should be able to produce more in a regular time as opposed to paying people over time.*

*As you heard mention of earlier, we are also trying to work on increasing our fees in the vital registration area for certificates.*

#### *Community Health Nursing*

*The flu shot season is in gear. We have lots of activities planned. This is not the year that we are going to try to do all kids; that recommendation we will try to implement next year.*

*Child immunizations are being provided at our offices. Our immunization clinics have cut back to 4 days a week.*

#### *Community Health Services*

*We did not receive the Strategic Alliance for Health grant that we applied for that was about pulling our various programs together. We were in the common category where we were awarded the grant but not funded the grant. So we don't know where that places us on the list at this point.*

#### *Clinical Services*

*Family Planning Clinic usage is way down. We have currently had staff call former clients to see if they need any of the services. The clinic will be also considered when proposing our 20% budget cuts.*

#### **Announcements and Current Events**

**-Board Members**

*Board of Health Retreat to be determined.*

#### **Adjournment**

*The motion was made and seconded to adjourn the meeting. The motion was passed with an 8 to 0 vote.*

The meeting was adjourned at 4:50 pm.