

Item # 24c

**City of Carson City
Agenda Report**

Date Submitted: September 3, 2010

Agenda Date Requested: September 16, 2010

Time Requested: 30 minutes

To: Carson City Board of Health

From: Health and Human Services (Susan Pintar)

Subject Title: Action to develop a list of priorities from the Report of Results from the National Association of Local Boards of Health (NALBOH) regarding the NALBOH assessment tool to that was used to assist in measuring the infrastructure and capacity of our local public health system.

Staff Summary: This report summarizes findings by NALBOH as a result of the Local Public Health governance Performance Assessment Instrument v. 2.0 completed June 17, 2010. It is essential to prioritize the essential services that deserve the most immediate attention to direct the board and staff by coordinating our quality improvement efforts.

Type of Action Requested: (check one)

☐ Resolution

☐ Ordinance

☒ Formal Action/Motion

☐ Other (Specify)

Does This Action Require A Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to accept the priorities recommended from the Report of Results from the National Association of Local Boards of Health (NALBOH).

Explanation for Recommended Board Action: This national public health performance standards assessment was performed in an effort to improve local public health and the performance of our public health systems. The assessment results contain valuable information to begin to prioritize which essential areas we believe deserve the most and immediate focus.

Fiscal Impact: N/A

Explanation of Impact: N/A

Funding Source: N/A

Supporting Material: Centers for Disease Control document *Local Public Health Governance Performance Assessment – Suggestions from Governance Assessment*

Prepared By: Marena Works, Director

Reviewed By: Margaret Wicks
(Health Department)
[Signature]
(City Manager)
Krist Luss
(District Attorney)
Mike Alonzo
(Finance Director)

Date: 9/7/10
Date: 9/7/10
Date: 9/7/10
Date: 9/7/10

Board Action Taken:

Motion: _____

- 1) _____
- 2) _____

Aye/Nay

(Vote Recorded By)

Suggestions from Governance Assessment:

Idea	Action proposed
<u>Essential 1-Oversight for Community Health Status monitoring</u>	
1. Obtain Community Health Status data	1. HD to conduct Local Health Assessment. 1a. HD to conduct community survey
2. Add 'Director's Report' as standing agenda item*	2. Chair to add to agenda
3. Make a list of needed Policies and Procedures	3. HO, Director and staff to prepare list with input from BOH
4. Create written plan for improvement of community health monitoring efforts	4.
5. Create a Mission Statement for BOH	5.

Essential 2-Oversight of Public Health Surveillance and Response

- | | |
|--|----|
| 6. Create policy for written reports on current status and needed improvements in HD services, programs and capacities | 6. |
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Essential 3-Inform, Educate and Empower People about health Issues

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|---|--|
| 7. Visual representation of current health education | 7. Assign staff to task; present to BOH.
and health promotion programs within the department. Share with BOH and community. |
| 8. Identify the fundamental goals of each of the
above programs. | 8. Each program prepares one-page
summary of program; Director will
supply template. Share with BOH and
community. |

Essential 4-Mobilize Community Partnerships to Identify and Solve Health Problems

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|--|--|
| 9. Add report from "Health Partners" to BOH agenda | 9. Chair to add to agenda; these reports
may include outside agencies activity reports
or knowledge of these reports by staff (i.e.
Humane Society report.) |
|--|--|

Essential 5-Develop Policies and Plans that Support Individual and Community Health Efforts

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|--|--|
| 10. Create Mission and/or Vision statements | 10. |
| 11. Review "All-Hazards" emergency plan yearly | 11. Chair to add to agenda-ask POD
Mgr when most appropriate time would be. |

Essential 6-Oversight of Enforcement of Public Health Laws and Regulations

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|--|------------------------------|
| 12. Review NRS and own by-laws of city BOH | 12. Review at quarterly mtg. |
| 13. Advocate for good public health governance at
state and federal levels. | 13. |

Essential 7-Link People to Needed Personal Health Services and Assure the Provision of Health Care When Otherwise Unavailable.

14. Periodic review of needed services for community 14.

15. Periodic review of community outreach efforts and linkage to personal health services 15. Add report on "Health Partners" to standing agenda

Essential 8-Oversight of Public Health Workforce Issues

16. HD provide annual reports on licensure and credentialing of HD staff 16. Director to add to her report

17. Create policy supporting public health workforce 17.

18. Develop orientation/training for BOH on core functions of public health

18. Develop BOH orientation materials.

Annual review of core functions of PH.

Copy of appropriate NRS and bylaws to

All BOH members.

Essential 9-Oversight and Evaluation for Personal and Population-based Health Services

19. Review findings of Local Health Assessment

19. Will add to agenda when assessment is completed

20. Use findings to develop or assist in developing a strategic plan for health services in CC.

20. Pending completion of assessment.

Essential 10-Oversight of Public Health Innovation and Research

21. Consider policy to state support for research and to identify best practices in community
21. Consider policy at BOH mtg

Other Ideas to Consider

22. Add "Policy Review" to BOH agenda
22. Prepare list of policies and schedule a few to review at each mtg-HO and Director.
23. Add "Board Member concerns" as standing item to quarterly agenda
- 23.

*Directors report to include current operations, disease investigation statistics, periodic reports from each department manager (perhaps once or twice a year) and state BOH activities of interest. Can also include available resources and resource needs. Should periodically report on the licensure and credentialing requirements (how they are met or exceeded) of current HD staff.

Managers reports would include information on current activities and programs, identification of areas of concern and areas of excellence and information they have received from community. (for example, Dustin's report would include number of restaurant inspections, number and type of disease investigations, etc. Pat's report would include number of adopted animals, number of volunteer hours at shelter, etc.)

PART TWO-Policies needed

1. For written reports (2.4.1)
 - a. Director to BOH
 - b. Department managers to BOH
 - c. Outside agencies to BOH
2. To create a record of steps taken to create the report on HD status that is given to state BOH.
(what is included in report and how it is reported.)
3. In support of public health constituency development or partnership building (4.2)
4. (6.4.1)To support advocacy for health and safety promotion; ?to include what type of activities
i.e. testimony before legislature, letters of support/request from BOH to local, state or federal
agencies, etc.
5. In support of public health workforce (8.2)

PART THREE-Information and materials needed

6. Nevada Revised Statutes pertinent to board of health operations
7. City/county bylaws regarding board of health