

Sacramento County Public Health Advisory Board – Executive Committee

Meeting Minutes

January 23, 2014 12:30 – 1:30 p.m.

Meeting Location:

700 H Street

Sacramento, CA 95814

Conference Room 1

Facilitator: Morgan Staines – Chair

Scribe: Mark Thorpe

Meeting Attendees: Robert Meagher, Morgan Staines

Members Absent: None

Guests: Olivia Kasirye, Raquel Simental, Mildred Kahane, Michelle Rivas

Topic	Minutes
Welcome and Introductions	<ul style="list-style-type: none">Meeting began at 12:37pm
Approval of Minutes	<ul style="list-style-type: none">December Minutes - Approved
Member and Committee Vacancies	<ul style="list-style-type: none">Dr. William Douglas was appointed to PHAB on January 14th by the Board of Supervisors.Raquel Simental was reappointed on January 14th. Her term expires December 31st, 2016.Discussion regarding lack of notice being provided for new applications, interviews, and appointments.There are currently 4 Vacancies on PHAB.

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	<ul style="list-style-type: none"> • Medical Managed Care Committee has one vacancy. • Human Services Coordinating Council has three vacancies.
Subcommittee Topics/Appointments	<ul style="list-style-type: none"> • Medical Managed Care: Motion to Appoint Raquel Simental: Approved • HIV Health Services Planning Council: Appointments taking place during February's PHAB meeting. • PHAB Vice-Chair: Proposed to have Michelle Rivas or Raquel Simental. Will discuss and vote during February's PHAB meeting. • Discussion on moving PHAB Executive meeting to 700 H Street during the 3rd Thursdays of the Month at 1pm.
Quarterly Chiefs Meeting	<ul style="list-style-type: none"> • 2014 Schedule: March 13th, June 12th and October 9th meetings have been scheduled for a 3:30-4:00pm meeting time.
Dr. Kasirye on Needs Assessment and Accreditation	<p>Dr. Kasirye, MD:</p> <ul style="list-style-type: none"> • Dr. Kasirye provided a handout titled “Mobilizing for Action through Planning and Partnerships: A Community Approach to Health Improvement (MAPP)” published by the National Association of County & City Health Officials (NACCHO). • The handout describes a validated process recommended for developing the Needs Assessment portion of the Accreditation process that is currently being used by other County entities and endorsed by the CDC. • The MAPP process is broken down into six Phases: <ul style="list-style-type: none"> ○ Organize for Success and Partnership Development ○ Visioning ○ The Four Assessments <ul style="list-style-type: none"> ▪ Community Themes and Strengths Assessment ▪ Local Public Health Systems Assessment ▪ Community Health Status Assessment ▪ Forces of Change Assessment ○ Identify Strategic Issues ○ Formulate Goals and Strategies ○ Action Cycle <ul style="list-style-type: none"> ▪ Evaluate, Plan, and Implement

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	<ul style="list-style-type: none"> • Drexel University is being asked to provide a facilitator, with a Public Health background, who will work with the MAPP Planning Group (comprised of members of the Public Health Division) to assist with the development of the Needs Assessment portion of the Accreditation process. • The MAPP Planning Group performs tasks like survey gathering, preparing reports, etc. • The MAPP Oversight Committee has the responsibility to provide oversight to the MAPP process in an advisory role to assist with identifying priorities through presentations and other reports from the MAPP Planning Group. • Dr Kasirye asked that the PHAB or the PHAB Executive Committee consider fulfilling the role of the MAPP Oversight Committee. It was recommended that a sub-committee of PHAB Members will be formed. • The MAPP Oversight Committee role requires a commitment to allow time to meet with the Planning Group to receive regular updates and provide feedback on direction. • The estimated timeline is 18 months; however this may change as the project develops. • Dr. Kasirye would like to present this information, as well as a draft of the timeline, to the entire PHAB Group during the February meeting for further discussion and vote.
Work on February Agenda	<ul style="list-style-type: none"> • Welcome: 5 min • Minutes Approval: 2 min • “Don’t Rush to Flush” Discussion and Vote: 10 min • Elections and Appointments: 15 min • Primary Health Services Division Update: 10 min • Public Health Division Update / Strategic Planning: 10 min • Dr. Kasirye on Needs Assessment and Accreditation: 30 min • Public Comments: 5 min
Public Comments	<ul style="list-style-type: none"> • None
Adjournment	Meeting adjourned at 1:40 p.m.