

Michigan Local Public Health Accreditation Commission Meeting Minutes
June 17, 2005
MPHI Interactive Learning Center

ATTENDEES

COMMISSION: Bruce Bragg, Elgar Brown, Jean Chabut, Kathy Fedder, Tom Kalkofen, Michael Massanari, Michael Mortimore; *via teleconference*: Harvey Wallace

OTHERS: Jim Butler, Tom Crook, Melody Parker, Debra Tews; *via teleconference*: Konrad Edwards

APOLOGIES

Loretta Davis-Satterla, Ellen Clement, Doug Paterson, Anne Rosewarne, Cynthia Tauog

Meeting convened at 9:05 AM, chaired by Jean Chabut.

OPENING REMARKS

The agenda order was shifted due to Chabut's need to depart before the meeting's end; she designated Mortimore to serve as chair in her absence.

Bragg was welcomed as Elliott's replacement.

The March minutes were accepted (Fedder motion, Mortimore support).

UPDATE ON ACCREDITATION QUALITY IMPROVEMENT

A-G WORKGROUP FINAL REPORT (Bragg):

Report status began with a brief history of minimum program requirement (MPR) development and of the Workgroup itself. Key points:

- When MPRs are based in the Public Health Code, they are not affected by professional/political judgment
- The process requires state and local involvement to effectively apply the four criteria (law, rule, department policy or professionally accepted methods or practice) as reflected in the updated Policy 8000
- While the creation of the A-G portion was successful, annual reviews should occur to bring sections H-T to the same level [standards review committee (SRC) responsible]
- The report's main function is to provide guidance not only to the state agencies, but also to the Commission itself

Brown initiated discussion regarding acceptance procedures of the report by respective agency heads. It was decided that communication from Janet Olszewski to the other agency directors regarding her approval would aid in the movement of the report's acceptance. Brown moved to accept the report; it was unanimously approved by the Commission.

AQIP REPORT (Kushion):

While the final Boilerplate Workgroup had to be slightly revised to meet with MALPH approval after the Commission's March acceptance, it has now received that group's full endorsements. Two changes were made:

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- Item #10 recommending that only LHDs that were accredited would be eligible for new state agency grants was removed
- Item #14 stating representatives from MALPH, MDCH, MDA, and MDEQ should be convened “to create a mutually acceptable plan for adjusting, as appropriate, Minimum Program Requirements when unanticipated funding reductions (e.g., executive orders) occur” was added.

The Commission did not feel these changes were of enough significance to warrant another vote.

The reviewer evaluation piece is complete, save for edits needed when the A-G Workgroup’s revisions to the MPRs are made. At that time, MALPH will receive training on how to collect and disseminate data.

Updates on training for both agency reviewers and LHD staff were presented. Sessions regarding process and Workgroup action will be presented at the October public health conference. Continual web-based sessions are being explored to eventually be archived with MI-TRAIN (TrainingFinder Real-time Affiliate Integrated Network).

A final concern was that it was discovered after the Workgroup’s heavy revisions to the entire tool, the important indicators have been reduced to a total of seven (down from thirty one (31)). Considering that Accreditation with Commendation status is currently based on meeting 50% of important indicators, Kushion requested direction from the Commission regarding the discovery of ideas to achieve Commendation status. The Commission requested that the AQIP II Workgroup brainstorm and present recommendations at the September Commission meeting for discussion and approval.

PRESENTATION OF ON-SITE REVIEWS AND CORRECTIVE PLAN OF ACTION STATUS

Reminder: local health departments will retain official cycle one accreditation status during cycle two until the Michigan Departments of Community Health, Agriculture, and Environmental Quality effect a subsequent decision pursuant to recommendations by the Accreditation Commission.

MPHI presented the following local health departments to the Commission as having completed their On-site Review since the March meeting:

**Ingham County Health Department
Calhoun County Health Department
Central MI District Health Department
Macomb County Health Department
Lenawee County Health Department
Ionia County Health Department**

A point for discussion was raised regarding the CPA status of the City of Detroit Department of Health and Wellness Promotion. The final date for approval of the Department is July 5, 2005, at which time the Department would be Not Accredited. Considering the economic challenges facing the city of Detroit at this time, it was decided that representatives from the Commission (namely Chabut and Fedder) should address the health officer directly to apprise him of the situation before steps to non-accreditation were taken.

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Kalkofen raised a separate issue for later discussion regarding the Department of Community Health contracting for reviewers from a funding competitor (Planned Parenthood) to perform the family planning portion of an on-site review. This item will be added to the next meeting's agenda for discussion.

ACCREDITATION STATUS RECOMMENDATIONS

MPHI presented the following local health departments to the Commission for recommendation:

**Shiawassee County Health Department
District Health Department #10**

The agencies were unanimously recommended for Accreditation with Commendation (Kalkofen motion, Bragg support; Massanari motion, Kalkofen support).

REVISED MEMBER TERM INFORMATION/GENERAL BUSINESS/UPDATES

Butler presented the term documents with revisions from the March meeting. No further approval was necessary.

The Memorandum of Understanding is currently being routed for state agency director signatures.

A detailed briefing of the Accreditation tool process changes will be presented at the Commission's January meeting.

Bragg requested that the final approval of the changes be communicated quickly as the creation of the plan of organization now required would take more time than currently allotted (four months from delivery of Accreditation tool to On-site Review).

Parker detailed that Bragg's appointment was made official via fax vote from the MPHI Executive Board and that the next replacement (MAC-nominee Hillsdale commissioner Ken Lautzenheiser) was in the process of being confirmed.

Meeting adjourned at 10:40 AM (Brown motion).

The next meeting of the Commission is scheduled for Thursday, September 15, 2005 from 9:00 AM-11:00 AM at the Interactive Learning Center on the MPHI campus.

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