



Michigan Local Public Health Accreditation Commission
Meeting Minutes – Pending Approval
March 10, 2016
Interactive Learning Center – Michigan Public Health Institute

INTRODUCTIONS/TELECONFERENCE ROLL CALL

COMMISSION: Bruce Bragg, Marcus Cheatham (Vice Chair), Dan Hale, Betty Kellenberger, Mike Mortimore, Ross Pope, and Lisa Stefanovsky (dialed in)

GUESTS: Erik Buczkowski, Jessie Jones, Rachel Melody, Mikelle Robinson, Jennifer Schuette, Hannah Scott, Debra Tews, and Orlando Todd

Meeting convened at 9:38 a.m.

GENERAL ANNOUNCEMENTS – ALL MEMBERS

Cheatham called the meeting to order and asked the Commission for any general announcements. Robinson welcomed Todd as the Interim Director of Local Health Services.

Robinson provided updates on public health activities occurring across the state. Information regarding the work in Flint is still ongoing and emphasis is being placed on increasing the number of kids and adults receiving blood lead testing, community education, water and filter distribution, nutrition, and food distribution. The majority of the time spent has been on managing the budget and reporting. Robinson stated that Flint has asked for leniency on the Accreditation process and Moran has sent a letter to the Board of Genesee County to that affect. Cheatham noted that Detroit sent in a similar request during Cycle 5.

Robinson spoke of the first of the State Innovation Model (SIM) regions. There is a rolling grant cycle that will start this summer and more grants will be awarded as soon as sites are deemed ready. The Chronic Disease Division has a grant project that aligns with the SIM sites to reduce heart disease and increase physical activity and nutrition. Cheatham asked if this is for SIM grantees only. Robinson responded that this year we aligned with the SIM grant sites, but next year may be different.

Jones indicated that the members in attendance did not reach the number needed for quorum, so no official votes will occur during this meeting.

AGENDA APPROVAL – ALL MEMBERS

The Commission reviewed the agenda. Jones indicated that a voting sheet will be sent out for approval to recommend health departments that have completed all requirements for Accreditation.

MINUTES OF PREVIOUS MEETING – ALL MEMBERS

The minutes from the January 2016 meeting were reviewed; none of the Commissioners present indicated needed edits for the previous meeting’s minutes.

CYCLE SPREADSHEET/UPDATE OF CORRECTIVE PLAN OF ACTION STATUS – JESSIE JONES

Jones briefly reviewed the Cycle 6 spreadsheet. The local health departments (LHDs) highlighted in grey have been Accredited, LHDs highlighted in blue are ready to be recommended for Accreditation by the Commission, and LHDs highlighted in green are currently working on their

Corrective Plans of Action (CPA). There is one LHD (Muskegon) currently in critical status. Jones mentioned that the CPAs are at further action required status, and they are in process to have reviewers conduct a follow-up visit May.

ACCREDITATION STATUS RECOMMENDATIONS – JESSIE JONES

Jones presented an update on St. Clair County Health Department, which had completed all requirements and was ready for Accreditation. St. Clair County Health Department's On-Site Review occurred in November 2015. St. Clair had one missed indicator in Children Special Health Care Services (CSHCS). St. Clair has fully implemented their CPA. There were no repeat missed indicators between Cycles 5 and 6 and therefore, St. Clair is ready to be recommended for Accreditation.

Next, Jones presented the results of the one review that had occurred since the previous Commission meeting. Mid-Michigan District Health Department's On-Site Review occurred in April 2016. Mid-Michigan had six missed indicators: five in Family Planning and one in CSHCS. Mid-Michigan did not have any repeat missed indicators between Cycles. Mid-Michigan participated in the QIS and passed nine out of nine of those indicators.

FULL ACCREDITATION NOTIFICATION LETTERS – JESSIE JONES

Since the last Commission meeting in January 2016, MPHI drafted Accreditation Notification Letters for Huron County Health Department, Lapeer County Health Department, and Ottawa County Department of Public Health. These letters are awaiting signatures from the three Department directors. The Accreditation letters will be sent out to the Accredited Health Departments shortly.

GENESEE COUNTY ACCREDITATION ON-SITE REVIEW POSTPONEMENT – JESSIE JONES

The last letter in this section is the letter from Moran regarding the Genesee County Health Department request to reschedule the Accreditation review. Bragg asked if this was a request from the LHD. Jones answered that it was. Cheatham wanted to know if this request should have gone through to the Commission. Jones stated that previous similar requests did go through the Commission, and that this information was provided when Genesee's request was made. Todd added that the answer to this request was pressing and waiting on the Commission meeting would have delayed this response. Bragg would recommend that in the future requests like this should come through the Commission first, as this would benefit the entire process of the Commission. Stefanovsky asked if this request was a motion to move the entire Accreditation process and not just the review section. Jones answered that the request was to postpone the entire process. Cheatham added that the language in the letter supports that request. Mortimore clarified that this letter is not a proposal and do we as a Commission want to go on record to support or request a review. Cheatham answered that since we do not have quorum we cannot vote, but we can definitely have a conversation about it. Tews noted that there is a year timeframe to act on the CPAs and extensions are possible, if necessary. Hale posed the question what is the responsibility of the Commission on making sure that the LHD still has the capacity to continue the efforts that are necessary to protect the public's health. Bragg answered that that is a very good question and this is something that maybe we could convey to Moran. Cheatham added that this is something that can be discussed tomorrow at the Michigan Association of Local Public Health (MALPH) meeting and would like it to be on the agenda for the next Commission meeting.

ACCREDITATION DATA REPORTS – JESSIE JONES

The Cycle 6 Missed Indicator by Frequency report provided a list of the indicators most commonly missed by LHDs. To date in Cycle 6, CSHCS has the most frequently missed indicators.

Jones presented the QIS Missed Indicators Report and reported there are nine LHDs that have participated. There are three missed indicators from all of the reviews that have occurred to date: one each for indicators 1.2, 1.3, and 1.5.

Jones next presented the Review Evaluations and commented that there was only one additional Review completed since the last Commission meeting. Mortimore noted that the reviews are still less than fifty percent. Jones stated that the response rate has not decreased. Cheatham posed the question of how could we improve these outcomes. Jones suggested talking with the sections that have the highest response rate to gain some insight. Mortimore mentioned that improving the current system to make the review evaluation more a part of the process of Accreditation may improve the results. Cheatham noted that the review does not capture the specificity of the process. Jones stated that there is a qualitative piece that is captured during the survey, but those responses are only sent to the Reviewers. There is also a list of those who participate in the Exit Interviews and those individuals could be used to answer the review evaluations as well, besides the Health Officer and Accreditation Coordinators who are typically contacted.

MEETING NATIONAL STANDARDS: CAPACITY BUILDING– DEBRA TEWS

Tews presented on the ways the Michigan Department of Health and Human Services, Office of Performance Improvement and Management help LHDs and Tribal agencies with QI and Performance Management support for national accreditation efforts. The Technical Assistance (TA) Bank of Hours awarded assistance to nine LHDs this year. Also in process this year is an Accreditation Readiness Mini Grant Program, which are \$10,000 each that include: completing PHAB prerequisites, accreditation readiness self-assessment, and other accreditation QI and Performance Management. The health departments receiving these grants will be notified soon. Additionally, The Michigan Accreditation Coordinator Network is currently being piloted and the first planning call is scheduled in the next couple of weeks.

Tews also shared that PHAB has provided some additional information regarding the PHAB reaccreditation process and the new PHAB fee structure. For reaccreditation, PHAB will be looking at what the LHD has done since Accreditation and compare those standards to the new standards. More information about this process will be coming. The fee structure has also changed since the original implementation. There is now an initial fee based on the size of the LHD and a maintenance fee for every year a LHD is accredited.

Accreditation Enhancement Committee – Orlando Todd

Todd mentioned that will be a meeting held regarding evaluating the Accreditation levels and more information will be coming in the near future.

NEW BUSINESS/OTHER ITEMS – ALL MEMBERS

Jones noted that Liane Shekter Smith will no longer serve on the Commission and Carrie Monosmith is currently the nominee to serve as a representative of the Michigan Department of Environmental Quality.

Meeting adjourned at 10:50 a.m.

Next Commission Meeting is scheduled for June 9, 2016 from 9:30 a.m. to 11:30 a.m. at the Michigan Public Health Institute, Interactive Learning Center, 2436 Woodlake Circle, Suite 380, Okemos, MI 48864