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## Governance Committee

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January 14, 2019

**Chair:** Paul Patrick

**Present:** Dr. Joseph Miner, Marc Babitz, Paul Patrick, Lloyd Berentzen, Ralph Clegg, Heather Borski, Randall Probst, Gary Edwards, Jill Parker, Jerry Edwards, Kim Beck, Angela Cristaudo, Tiffani Metoyer

**Visitors:** Mykio Saracino, Chris Furner, Dean Penovich, Janae Duncan, Amelia Self, Dorothy Adams (SLC local health department Deputy Director)

**Voting Members:** Dr. Joseph Miner, Lloyd Berentzen, Ralph Clegg, Heather Borski, Randall Probst, Paul Patrick

**Co-Chairs:** Paul Patrick, Lloyd Berentzen

### Minutes

Approve minutes December 17<sup>th</sup>, 2018 Governance meeting.

**Motion to approve:** 1<sup>st</sup>: Ralph Clegg 2<sup>nd</sup>: Heather Borski

**Vote Yes:** Joseph Miner, Lloyd Berentzen, Ralph Clegg, Heather Borski, Randall Probst, Paul Patrick

### Cooperative Agreement for Emergency Response: Public Health Crisis Response - Dean Penovich

- Currently receiving funding for opioid crisis response.
- Have to reapply every year.
- Co-Op agreement application was submitted November 30, 2018. No approval at the time of Governance meeting.
- This grant would come to Health. No budget figures at this time.

**Motion to approve:** 1<sup>st</sup>: Ralph Clegg 2<sup>nd</sup>: Lloyd Berentzen

**Vote Yes:** Joseph Miner, Lloyd Berentzen, Ralph Clegg, Heather Borski, Randall Probst, Paul Patrick

### Other Agenda Items:

#### STD Grant Budget Update - Amelia Self

- New 5 year grant was received January 1<sup>st</sup>, 2019.
- As part of the technical review, CDC is requiring line item budget for all contractors which includes local health departments. This would be for the disease interventions specialist funding that is received.
  - This information needs to be requested from the local health departments. What is the best way to submit this request? Email will be sent
- A revised budget needs to be submitted to CDC by February 4, 2019.

- Email will be sent from Prevention Manager to local health officers and nursing directors.
- 2019 grant amount is about \$600,000. Distribution is based on morbidity.

#### WIC Funding and Staffing Review - Chris Furner and Mykio Saracino (Handout)

- Received additional funding in early January allowing WIC to remain open through February.
- WIC funding will end midnight, February 28<sup>th</sup>. Grocery stores will have to deny vouchers.
- 1<sup>st</sup> quarter grant funding was already paid. Sept-Dec. In addition to FNS funding, WIC also received monthly rebates to milk and soy based infant formulas. About \$800k a month received to offset some food costs.
- Biggest concern is keeping life-saving medical foods in the hands of most vulnerable participants, infants and children, during shutdown.
- Lloyd - What is the state's plan after March 1<sup>st</sup>?
- Chris - Worst case scenario, WIC has draft notices to be places in grocery stores and clinics for March. Will likely not be able to put food in hands of participants.
- Lloyd - Would there be employees available to assist?
- Chris - There would be potentially be a group of local and state employees available to keep business going and help NSA (nutritional services administration) funds stretch as far as they can. Loss of participants is anticipated if WIC closes or stops accepting vouchers.
- Dr. Miner - Even without food dollars to give, staff can provide public health services such as health assessments, education, how to prepare healthy meals on a budget, etc. As well as continue to service medical food recipients.
- Dr. Miner - How long will administrative money fund the staff to provide public health services?
- Chris - Average contractual local expenditures are around \$900,000.00 per month to operate. \$4.1 million remaining in budget as of today (1/14/19). Projected expenditures through February, \$2.5 million. Leaving a \$1.6 million balance on March 1<sup>st</sup>.
- Chris - We need to decide how to discuss possible furloughs if necessary and find a fair and equitable way to make the NSA dollars last as long as possible while providing public health services locally.
- Annual budget amount is usually received in March. Unclear if that will still happen.
- Paul - Chris and WIC staff to attend health officers meeting this week. Jill will work with Chris and add to schedule.
- Mykio - USDA is currently requesting that states come up with their final numbers for close out from FY18 so they can do a sweep of that funding and reallocate it for FY19.
- Marc - Ask health officers to send WIC proposed skeleton budget to maintain medical food portion.
- Gary - How many kids does that \$80,000 per month in formula represent?
  - Chris via email - "Over a 6 month period, the number of infant participants receiving medical formula from our sole source pharmacy can range from 36 to 57. From 12/2017 - 5/2018 the average number of infant participants receiving medical formula in a month was 48; this does not include child participants defined as 1 year of age and up to 5 years of age. My best guess is that there maybe as many child participants as infant participants receiving medical formula from our sole source pharmacy each month. This medical formula processing including ordering and approval by state WIC RDs is located in the WIC SharePoint application where reports on the number of participants

*receiving medical formula are not easily obtained and require the assistance of a database programmer analyst to run a special query.*

*On average, the monthly cost of these medical formulas is about \$80,000.00.”*

- USDA requires 15 day notice to participants of WIC shutdown. February 13<sup>th</sup> participants will be notified via text from WIC. Draft messaging and responses have been approved.
- Jill - Education of local WIC staff before text goes out is advised.

#### **EPICC Meeting Schedule Report Back - Janae Duncan**

- New program manager, Linnea Fletcher, started today (1/14/19).
- Janae - Have reduced some meetings and requirements, still pushing towards more progress.
- Jill - Worked with Jesse Bush, with ULACHES (Utah Local Association of Community Health Education Specialists) at Weber Morgan. Had great insight on meetings he felt were useful, which could be call ins, and which weren't necessary.
- Jill - there is a requirement to attend 80% of the meetings, this is what their funding is based on. Salt Lake and Weber Morgan had an additional 45 meetings for their mentoring project.
- Janae - Requirement has been clarified and are not required to meet, more so be available to respond to questions as needed.
- Jill - Plan for continuing to reduce meeting requirements.
  - 1) Will continue to work with ULACHES EPICC work group for recommendations during decision making process.
  - 2) Will work with UDOH staff to soften 80% requirement. Perhaps set an objective so the state doesn't need to be quite as prescriptive on how they meet objectives, just that objectives are met. 80% is currently only in the EPICC contract as the contractual requirement. Janae will look into contractual requirements for the ULACHES work groups to see what the 80% actually applies to.
  - 3) Identify meetings that could be attended by 1 local health department representative rather than all 13.
  - 4) UDOH staff is currently looking at what meetings be combined.
  - 5) Janae will schedule a meeting with UDOH, EPICC and ULACHES EPICC work group to identify more solutions. Possibly ULACHES Exec.
- Community Health Worker Advisory Board and Utah Diabetes Coalition meetings are optional.
- Requirements for Million Hearts, does not need 80% attendance.

#### **State nursing director - Gary Edwards**

- Dr. Miner will designate State Nursing Director.

#### **Next Meeting – February 4, 2019 – 11:30am – Room 401.**

#### **Motion to adjourn:**

**Motion 1<sup>st</sup>:** Lloyd Berentzen **2<sup>nd</sup>:** Ralph Clegg

**Vote Yes:** Joseph Miner, Lloyd Berentzen, Ralph Clegg, Heather Borski, Randall Probst, Curtis Burk