

Pima County Board of Health
Minutes
February 26, 2014
Pima Animal Care Center Administrative Building Conference Room
4000 N. Silverbell Road
Tucson, Arizona 85745

1. CALL TO ORDER:

Dr. Horwitz called the meeting to order at 3:04 pm.

Mr. Schlueter called the roll as follows:

Mr. An
Mr. Elías - absent
Mr. Emich
Mr. Gastelum - absent
Mr. Geoffrion
Ms. Gonzales
Dr. Horwitz
Ms. McComb-Berger
Mr. Rojas - absent
Dr. Smith
Ms. Trowbridge

A quorum was established.

2. PLEDGE OF ALLEGIANCE

Mr. Geoffrion led the Board in the Pledge of Allegiance.

3. MINUTES ADOPTION

- Adopt Board of Health December 11, 2013 Minutes

The motion was made and seconded (Geoffrion/McComb-Berger) that the December 11, 2013 Minutes be adopted as written. The motion carried 7-0.

4. INTRODUCTION OF NEW BOARD MEMBER MATTHEW EMICH

Dr. Horwitz welcomed New Board member Matthew Emich who introduced himself and told the Board a little about himself.

5. OVERVIEW OF HEALTH DEPARTMENT COMMUNICATION UNIT

Deputy Director Marcy Flanagan touched on how the Health Department once had a full dedicated communications unit, then communications was centralized downtown, but the Department realized it still needed an internal unit to work closely with the downtown unit regarding both internal and external communications. The Health Department communications team is comprised of individuals in other work units who collaborate on

communications issues in addition to other duties. The team currently includes Program Manager Julia Flannery, Program Coordinator Aaron Pacheco and Special Staff Assistant Spencer Graves who collectively utilized the attached presentation to explain their functions to the Board. The team is responsible for assuring the delivery of timely, accurate and professional public health information to employees and residents, leading to a well-informed and healthy Pima County. Their responsibilities include internal and external communications; collateral material development / graphic design; crisis and risk communication; digital media communication; event planning and coordination; and media relations. Communication team highlights include establishing: the Department's weekly e-newsletter which keeps staff informed on current Department issues; a shared Department event calendar; and the HDcommunicate e-mail, which is a single e-mail address that connects to all members of the communications team. The Department is on the web, Twitter and Facebook, and the communications team manages these digital mediums.

6. REVIEW OF HEALTH DEPARTMENT STRATEGIC PLAN

Ms. Flanagan prefaced this item by saying the Strategic Plan process started approximately two years ago under our previous Director. The process was initially started with no dedicated staff until Program Manager - Senior Alan Bergen was brought on board to work on the Strategic Plan and accreditation process. Recently Health Department senior leadership endorsed the current Strategic Plan which will guide the Department over the next five years (2014-2019). The Plan has four goals: Goal 1, Facilitate access to care for all Pima County residents; Goal 2, Promote a safe, healthy, and prepared Pima County; Goal 3, Stimulate collaboration across Pima County on issues of community health, safety, and well-being; and Goal 4, Reinforce a public health workforce that is prepared and knowledgeable. The attached handouts which outline the goals, objectives, strategies and tactics the Strategic Plan consists of were provided.

Ms. Flanagan requested the Board consider endorsing the Strategic Plan as presented. The motion was made and seconded (Horwitz/Gonzales) that the Board endorse the Strategic Plan as presented. The motion carried 8-0.

7. HEALTH DEPARTMENT FISCAL YEAR 2014/15 BUDGET OVERVIEW

Health Department Business Manager Garrett Hancock utilized the attached PowerPoint presentation to brief the Board on this item. The Health Department budget is divided into three areas: health main, health grants and Pima Animal Care Center (PACC). Health main and PACC are funded by program generated revenues and by the County General Fund. The Fiscal Year 13-14 (current) budget spending authorities are: health main \$13,868,390, health grants \$8,142,188 and PACC \$7,489,109. Finance's projected Fiscal Year (FY) 14-15 Health Department budget includes the following spending authorities: health main \$14,496,681, health grants \$8,521,121 and PACC \$8,069,414. The health main General Fund subsidy for FY 14-15 is approximately half a million larger than for FY13-14. The overall totals are \$29,499,687 for FY13-14 and \$31,087,216 for FY14-15. Mr. Hancock discussed that Finance looks at the current budget then makes adjustments for known differences, for example approved raises, to come up with the expenditure authority for the next fiscal year. His

presentation looked at a budget monitoring tool which includes a chart which compares year-to-date expenditures against prorated expenditure authorities.

8. CALL TO AUDIENCE

There were no speakers from the audience.

9. SUMMATION OF ACTION ITEMS AND PROPOSED AGENDA ITEMS

Dr. Horwitz gave a brief summation of the meeting. The only action item going forward was Board members requested budget reports going forward. Dr. García briefly touched on current flu numbers locally and the presence of polio like illness occurring in California. These issues are being monitored and may or may not be topics for discussion in the future.

10. ADJOURNMENT

The meeting adjourned at 4:43 p.m.

After the meeting interested Board members were given a tour of the Animal Care Center.